

CITY OF GRAND LEDGE

Zoning Administrator

Ph: (517) 627-2149

Fax: (517) 627-9796

Established 1893

319 Taylor St.

Grand Ledge, MI 48837

sstachowiak@grand-ledge.com

NOTICE

The Grand Ledge Planning Commission will conduct its regular meeting on **Thursday, June 6, 2013 at 7:00 p.m.** The meeting will be held at Grand Ledge City Hall, 200 E. Jefferson St., Grand Ledge, MI.

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Approval of the Agenda
4. Approval of minutes of regular meeting held April 4, 2013
5. Notice of Agenda Item Conflicts
6. Business from the Floor

New Business

7. Site Plan Review – 111 W. Washington Street – New Parking Lot

Old Business

8. Public Hearing – Zoning Ordinance Amendments – Exterior Lighting
9. Zoning Ordinance Amendments – Section 220-71, Corner Clearance – Section 220-72, Access to a Street – Section 220-73, Residential Entranceway & 220-74, Access Management
10. Zoning Ordinance Amendments – Sections 220-04 and 220-63, Recreation Vehicles

Other Business

11. Joint Planning Committee Report
12. Review of Violation Report
13. Zoning Administrator's Report
14. Zoning Board of Appeals Representative's Report
15. Council Representative's Report
16. Mayor's Comments
17. Comments from Commissioners
18. Chairman's Report

MEMO

TO: Planning Commission

FROM: Susan Stachowiak
Zoning Administrator

DATE: May 28, 2013

RE: Ordinance Violations - April & May, 2013

Garry Miller 121-123 Marsh Drive	Violation of Ord. 220-57 Parking on lawn	Owner has complied
Richard Kellogg 463 Union Street	Violation of Ord. 220-57 Parking on lawn	Owner has complied
William & Eunice Costello 118-120 Marsh Drive	Violation of Ord. 220-57 Junk Vehicles	Owner has complied
Robert & Rita Brassington 423 Kennedy Street	Violation of Ord. 220-57 Junk Vehicle	Owner still has time to comply
Garry Miller 116 Marsh Drive	Violation of Ord. 220-57 Junk Vehicle	Owner still has time to comply
Richard & Janice McCubbin 233 Union Street	Violation of Ord. 220-57 Junk Vehicle	Owner has complied
Marcia Gales 507 North Street	Violation of Ord. 220-57 Junk Vehicles	Owner has complied
Steven & Kristin Baxter 409 Booth Street	Violation of Ord. 220-57 Junk Vehicles	Owner has complied
Richard & Julie Stornant 127 W. Main Street	Violation of Ord. 220-57 Junk Vehicle	Owner has complied
Stanley & Julie Meyers 801 W. Jefferson Street	Violation of Ord. 220-57 Junk Vehicle	Owner still has time to comply
Charles Wells Jr. 804 Pleasant Street	Violation of Ord. 220-57 Junk Vehicle	Owner still has time to comply
Moji Miller 312 Lampson Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner has complied

April & May, 2013– Violation Report

Page 2

Matthew Dykstra 1015 Jenne Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner has complied
Robert Therrian 411 W. Main Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner has complied
Buchwald & Nakfoor Trust 149-155 Grand Manor Drive	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner has complied
Federal Home Loan 117 Edwards Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner has complied
Robert & Karen Pugh 176 McMillan Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner has complied
Murle & Jeanne McNutt 119 W. Kent Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner has complied
Robert & Valerie McAnallen 609 Liberty Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner has complied
Richard Gregory 214 Kennedy Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner still has time to comply
Keith & Beverly Rugg 308 Union Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner still has time to comply
Kassandra Whitaker 430 W. Main Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner has not complied Final notice has been sent
Mark Moline 226 Ingersoll Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner has complied
Michael Batty & Lisa Burcham 486 Union Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner has complied
Joyce Leonard 425 E. Jefferson Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner has complied
Julius & Suzanne Maurer 403 E. Jefferson Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner has complied
Susan Bartlett 205 West Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner still has time to comply
Big L Lumber Corporation 205 Orchard Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner has complied

April & May, 2013– Violation Report

Page 3

Chris & Jessica Ladd 1125 Jenne Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner still has time to comply
Sheena Martin 825 W. Jefferson Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner still has time to comply
Imperial Mobile Homes Vacant – N. Clinton Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner still has time to comply
Mary Osman 462 W. Main Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner still has time to comply
Kenneth Gregory 142-144 Marsh Drive	Violation of Ord. 124-8 Tall Grass/Weeds	Owner still has time to comply
Bayvie Loan Servicing 641 W. Jefferson Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner still has time to comply
CSX Transportation Railroad Property	Violation of Ord. 124-8 Tall Grass/Weeds	Owner still has time to comply
Dart Bank Charlevoix Drive	Violation of Ord. 124-8 Tall Grass/Weeds	Owner still has time to comply
Concrete Development 815 N. Clinton	Violation of Ord. 124-8 Tall Grass/Weeds	Owner still has time to comply
Allegra Worcester 203 W. Main Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner still has time to comply
Jeffrey Cornett 634 Pleasant Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner has complied
Margaret Whitney 318 Green Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner has complied
Holly Derosia 209 Pearl Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner has complied
Matthew & Tavia Zerman 325 Union Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner has complied
Nicholas & Cristina Dowker 445 Booth Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner has complied
Dylan Berry Land Dev. 465 Union Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner has complied

April & May, 2013– Violation Report

Page 4

Bill Uribe 138 McMillan Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner has complied
Kevin Smith 600 Taylor Street	Violation of Ord. 124-8 Tall Grass/Weeds	Mowed by city
Ferris & Eva Corbin 316 Pleasant Street	Violation of Ord. 124-8 Tall Grass/Weeds	Mowed by city
Joseph Harris 701 Pleasant Street	Violation of Ord. 124-8 Tall Grass/Weeds	Mowed by city
Danielle Adkins 438 W. Main Street	Violation of Ord. 124-8 Tall Grass/Weeds	Mowed by city
Marjorie Hall 321 W. South Street	Violation of Ord. 124-8 Tall Grass/Weeds	Mowed by city
Jebb Tackett 115 E. Lincoln Street	Violation of Ord. 124-8 Tall Grass/Weeds	Mowed by city
Michael & Shannon Williams 424 Schoolcraft Street	Violation of Ord. 124-8 Tall Grass/Weeds	Mowed by city
Corrine Cole 422 Kennedy Street	Violation of Ord. 124-8 Tall Grass/Weeds	Mowed by city
Steven Osmar 131-133 Grand Manor	Violation of Ord. 124-3 Junk & Junk Vehicles	Owner still has time to comply
Dianne Perry 215 Ferguson Street	Violation of Ord. 220-79 4 Dogs	Owner has complied
Daniel & Bobbi Fleming 1116 Middlewoods Way	Violation of Ord. 220-79 Livestock (calf) as a pet	Owner has complied
Edythe E. Brunger Estate 629 Maple Street	Violation of Ord. 198-1 Dead Tree	Owner's representative has contacted me and will be complying when weather permits

City of Grand Ledge
Planning Commission Meeting
Minutes from Meeting Held on
Thursday, April 4, 2013

Chairman Mike Stevens called the meeting to order at 7:00 p.m.

Attendance: Bob Doty, Jamie Malecki, Todd Gute, Bill Kane, Steve Baribeau, Ron Graber and Eric Morris. Also present: Zoning Administrator Sue Stachowiak. Absent: Steve Willobee, Mike Stevens & Council Representative Thom Sowle

Pledge of Allegiance – Ms. Stachowiak led those present in the pledge of allegiance.

Approval of the Agenda

Mr. Kane made a motion, seconded by Mr. Graber to approve the agenda as written. Motion carried 7 - 0.

Approval of the Minutes

Mr. Kane made a motion, seconded by Mr. Gute to approve the minutes with the correction to page 1, delete “Ann Lawrence” from attendance list. Motion carried 7 - 0.

Notice of Agenda Items Conflicts - None

Business from the Floor

Chris Morrison, 510 Liberty Street, stated that he received a violation notice regarding parking over the sidewalk and in the public right-of-way. He stated that he has 2 vehicles and there is only enough room in the driveway for one vehicle. He also stated that the garage is being used for storage. Mr. Morrison said that he could move the car into the street except for the hours between 2:00 a.m. and 5:00 a.m. when on-street parking is not permitted.

Ms. Stachowiak stated that the driveway could potentially be expanded. She said that a driveway can occupy up to 30 percent of the front yard.

Mr. Morris suggested talking to the police dept. about a temporary license to park in the street while Mr. Morrison cleans out the garage or finds some other long-term solution to the parking situation.

Mr. Baribeau stated that it is unlikely that what Mr. Morris suggested would be approved. He said that the property has parking for one vehicle in the driveway and one in the garage and it needs to be used as such.

NEW BUSINESS

Site Plan Review – Units 13 & 14, Ledges Commerce Park – New Parking Lot

Ms. Stachowiak stated that the site plan is for a parking lot to provide additional parking for Dr. Smith’s medical building located at 1045 Charlevoix Drive. This submittal is for the parking lot only. The future building shown on the drawing will be submitted under a separate site plan review application at the appropriate time. As of right now, there is no schedule for when the future building may be developed.

Planning Commission Minutes

April 4, 2013

Page 2

Ms. Stachowiak stated that, as noted by the City Engineer, driveway cross connections, access management, or construction to neighboring parking lots must include written access agreements with each land owner. A copy of these agreement documents must be on file with the City and the Eaton County Registrar of Deeds prior to construction.

Ms. Stachowiak stated that a photometric plan demonstrating compliance with all requirements of Section 220-70 of the Zoning Ordinance has been submitted. She said that staff is recommending approval of the site plan, subject to compliance with the applicable items contained in this staff report and the review letters from the City Engineer, Public Service Director and the Grand Ledge Area Fire Department.

Mr. Morris asked if storm water calculations have been provided and if they need to be reviewed by the Commission.

Mr. Gute stated that storm water calculations are reviewed by the City Engineer.

Dr. Smith stated that it is primarily staff that will use the proposed parking lot. He said that it will be jointly used by his business and the ophthalmology building to the west.

Mr. Doty stated that this project is very forward-thinking of Dr. Smith. He said that while there will be several trees removed, Dr. Smith is proposing a very nice landscape plan that far exceeds the city ordinance requirements.

Mr. Gute asked about any potential conflicts between parking lot trees and light poles.

Paul Furtaw, Bergman Associates, stated that he will review the trees and lights to ensure that there will not be any conflicts.

Mr. Morris made a motion, seconded by Mr. Gute to approve the site plan prepared by Bergmann Associates, dated March 15, 2013 for a parking lot located on Units 13 & 14, Ledges Commerce Park, subject to compliance with the applicable items contained in the staff report, the reviews from the City Engineer, Public Service Director and the Grand Ledge Area Fire Department. Motion carried 7-0.

Zoning Ordinance Amendments – Section 220-71, Corner Clearance – Section 220-72, Access to a Street – Section 220-73, Residential Entranceway & 220-74, Access Management

The Commission agreed that the height limitation should remain at 2 feet under “Corner Clearance”.

Mr. Kane stated that there is a violation of this ordinance at the corner of Cedar and Edwards and at the corner of Edwards and Old Post Road.

The Commission agreed that lines 5 & 6, item “B” under “Access Management” should read “...the City Engineer AND THE MICHIGAN DEPARTMENT OF TRANSPORTATION...”. The Commission also agreed that this should apply strictly to state trunklines.

OTHER BUSINESS

Joint Planning Committee Report

Mr. Doty stated that the Opera House wants a deck by the river. He also said that the suggestion has been made that the river be lowered for one year. He stated that while the DEQ would probably allow this, the Committee is opposed to the river being lowered.

There was discussion regarding the new street signs. Mr. Morris stated that the signs would not comply with MDOT standards for color, font, etc.

Review of Violation Report

Ms. Stachowiak reviewed the violation report.

Zoning Administrator's Report - None

Zoning Board of Appeals Representative's Report

Mr. Graber stated that the ZBA approved a variance for 216 S. Clinton Street (Serenity Place). He said that the property is being sold and in order to secure financing for the sale, the site has to be in complete compliance with all zoning requirements. The only aspects of the site that are not in compliance with the zoning requirements are the height and number of stories for the building. The current ordinance allows a maximum of 2 stories and 30 feet in height for the subject property. The existing building is 5 stories and 38.6 feet in height. The ZBA approved variances to bring the building into compliance with the existing Zoning Ordinance.

Council Representative's Report - None

Mayor's Comments - None

Comments from Commissioners

Mr. Gute stated that the Council is still working out the financing for the Greenwood School project. He said that they will discuss bond issues at the Monday night Council meeting. He also said that the City will have roofing contractor walk the roof to determine what needs to be done. Mr. Gute stated that a vinyl coated fence around the outdoor play area is being considered, although a final decision has not been made.

Mr. Morris stated that there was a news article about MDEQ providing some funding for dam repairs in Michigan. He said that the funding is small, however, the State has some discretionary funding available as well. Mr. Morris suggesting contacting Rick Jones office.

Mr. Kane stated that it would be very sad if the river became more of a creek than a river. He said that it is an asset to the city. He also said that if there was a millage proposal for the dam, passage would be very slim. Mr. Kane said that it would take a community effort including the DDA,

Planning Commission Minutes

April 4, 2013

Page 4

merchants, Historical Society, Parks and Recreation, the Opera House and the Chamber of Commerce.

Mr. Morris stated that a funding drive may be prudent. He said that taking out the dam would impact the fish habitat and would diminish recreational use of the river as well.

Mr. Graber agreed with Mr. Morris that the City should contact Rick Jones office about funding possibilities.

Mr. Baribeau stated that if the river gets smaller, it will have serious negative impacts on the city. He said that he is opposed to lowering the dam at all. He said that at some point the damage will be irreparable.

Mr. Morris stated that at a minimum, the gates need to be replaced.

Mr. Doty stated that the gates could be reduced to 3. He said that the gates are 6 feet deep right now and the boats need 4 feet of draft. Mr. Doty stated that if boulders are used, the river depth would drop about 2 feet.

Chairman's Report - None

Mr. Doty stated that there will be a community de-junking day on April 22nd.

Mr. Doty stated that the City is in the process of trying to get one City logo.

Mr. Doty stated that the trees that are being planted in the road right-of-way by the Garden Club do not appear to be 3.5 inch caliper.

Ms. Stachowiak stated that right-of-way trees are not subject to Zoning Ordinance standards.

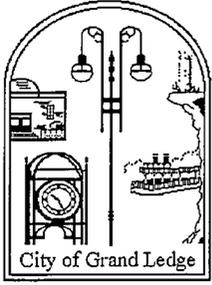
Adjournment

Ms. Malecki made a motion, seconded by Mr. Gute to adjourn the meeting at 8:07 p.m.

Submitted By:

Susan Stachowiak
Zoning Administrator

Jamie Malecki, Secretary
Planning Commissioner



CITY OF GRAND LEDGE

Zoning Administrator

Ph: (517) 627-2149

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Established 1893

319 Taylor St.
Grand Ledge, MI 48837

sstachowiak@grand-ledge.com

STAFF REPORT

TO: Planning Commission

FROM: Susan Stachowiak, Zoning Administrator

DATE: May 30, 2013

RE: Site Plan Review – New Parking Lot
111 W. Washington Street

This site plan prepared by Ziemnick Foster Engineering, LLC, dated May 20, 2013 is for a new parking lot at 111 W. Washington Street to provide additional parking for Riverside Accounting located adjacent to the subject property at 321 N. Bridge Street.

Reviews from the City Engineer, Public Service Director and Fire Department will be forwarded to the Commission as soon as they are received.

APPLICANT: Riverside Accounting, Inc.
321 N. Bridge Street
Grand Ledge, MI 48837
(517) 627-7996

ZONING: The subject parcel is zoned Central Business District which permits parking lots as an accessory use to a primary commercial use. The proposed parking lot will be accessory to the adjacent Riverside Accounting office at 321 N. Bridge Street.

PARCEL SIZE: 49.5' x 106' = 5,247 square feet (.12 acres)
Rectangular Shape

SURROUNDING LAND USES:

N:	Single Family Residential
S:	Single Family Residential
E:	Multiple Family Residential & Riverside Accounting Office
W:	Single Family Residential

SURROUNDING ZONING:

N: Central Business District
 S: Central Business District
 E: Central Business District
 W: "R-MD" Single Family Residential District

LANDSCAPING

A landscape plan is included as part of the site plan. The following planting plan specification requirements of the Zoning Ordinance have or have not been provided on the plan:

I.	Minimum scale of 1"=50'.....	yes
II.	Existing and proposed contours not to exceed 2'.....	yes
III.	Proposed landscape materials.....	yes
IV.	Berm cross section.....	n/a
V.	Construction details.....	no
VI.	Planting/Stacking details.....	no
VII.	Tree Survey.....	yes

The Zoning Ordinance requires:

1. **One tree shall for each 3,000 square feet of paved driveway and parking lot surface.**

The tree planting requirement for approximately 5,000 square feet of paving is 2 trees. Petitioner has shown 2 new trees along the front (north) property line and preservation of 3 existing trees located on the south and west property lines.

2. **Four shrubs, with a minimum starting size of 24" in height and spread, for each 20 linear feet of landscape buffer, excluding driveways.**

7 shrubs are required along the front property line. 3 decorative grass plants are shown on the plan. All required shrubs must comply with the minimum starting size

3. **One tree with a minimum starting size of 3.5 caliper inches for each 30 linear feet of landscape buffer area along the road frontage, excluding driveways.**

1 tree is required for the landscape buffer along the W. Washington Street frontage and 2 trees are shown on the plan.

4. **A 6 foot high, wall, berm or fence is required along the south, east and west property lines.**

A 6 foot high, wood fence is shown along the entire south property line and a portion of the west property line. The fence must be continued along the west property line to a point even with the front wall of the building to the west at 117

W. Washington. The fence must also be installed along the east property line, excluding the driveway, to a point even with the north wall of the building at 327 N. Bridge Street.

STREETS AND ACCESS

The proposed parking lot will be accessed via a parking lot connection with the existing parking lot at 321 N. Bridge and a new driveway along W. Washington. The parking lot will have a one-way configuration with traffic exiting the parking lot on W. Washington. The proposed driveway will be in the only location along W. Washington that would allow for proper access to and maneuverability of the proposed parking lot.

PARKING

Parking Lot Dimensional Requirements

The proposed parking lot complies with all dimensional requirements contained in Section 220-58 of the Zoning Ordinance.

Parking Area Lighting

A photometric plan demonstrating compliance with all requirements of Section 220-70 of the Zoning Ordinance must be submitted.

UTILITIES

Please refer to the review from the City Engineer, Greg Minshall dated _____, 2013 and Public Services Director, Larry LaHaie dated _____, 2013.

MISCELLANEOUS

A 5' wide sidewalk as required is shown along the entire W. Washington Street road frontage.

STAFF RECOMMENDATION

The following motion is offered for the Commission's consideration:

"I move that the City of Grand Ledge Planning Commission approve the site plan prepared by Ziemnick Foster Engineering, LLC, dated May 20, 2013 for a new parking lot at 111 W. Washington Street, subject to compliance with the applicable items contained in this staff report and the following:

1. Compliance with the applicable items contained in the City Engineer's letter dated _____, 2013 and the Public Service Director's letter dated _____, 2013; and

Site Plan Review – 111 W. Washington Street

May 30, 2013

Page 4

2. Compliance with the items contained in the Grand Ledge Area Fire Department's letter dated _____, 2013.

Respectfully Submitted,

Susan Stachowiak
Zoning Administrator

Kalmin D. Smith
Mayor



Jon Bayless
City Administrator

City of Grand Ledge
200 E. Jefferson St.
Grand Ledge MI 48837 (517) 627-2149
grand-ledge.com

Site Plan Review Application

For Office Use Only

Fee Paid _____

Date Received: _____

Applicant(s) Riverside Accounting, Inc. Mr. Gary M. Scheider, E.A., A.B.A.

Address 321 N. Bridge Street
Grand Ledge, MI 48837

Daytime Phone 517-627-7996
Evening Phone _____

Interest in Property (check one)

- Owner
 Represent Owner
 Other _____

- Option to buy
 Lessee

Complete address of property requested to be reviewed 321 N. Bridge Street, Grand Ledge, MI 48837

Owner Name(s) Gary M. and Kathleen M Schneider

Address 215 Elm Street
Grand Ledge, MI 48837

Daytime Phone 517-627-7996
Evening Phone _____

Legal Description (indicate attached if needed): _____
See attached engineering drawing.

Lot size: Width _____ Length _____ Area 0.39 acres inclusive of right-of-way

Current zoning: Various: Central Business District (CBD), Medium Density Residential (R-MD)

Proposed use of property Additional parking for existing accounting business.

Estimate the following:

- General traffic volume _____
- Total population increase no increase
- Population per acre _____
- Hours of operation 8 am - 5 pm
- Total number of employees 4
- Total building area proposed no increase in building area
- Parking spaces 4 existing, 8 proposed

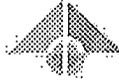
Petition must include photographs of the property, copies of any other required permits and a site plan, as follows:

- Drawn to a scale of at least 1"=100'
- Existing and proposed structures (buildings, trash receptacles, landscaping, etc.)
- Existing and proposed parking areas and driveways
- Existing and proposed roads, easements and other access points
- Flood plain elevations, if applicable NOT APPLICABLE
- Zoning classifications of all abutting land within 300 feet

I stipulate and understand the site plan review, if approved by the City of Grand Ledge, does not guarantee I may proceed with the proposed development. I understand there may be additional permits required to meet trade codes and other governmental requirements, and I understand the City of Grand Ledge does not have any power or authority over these additional permits. I certify the statements made and the information provided in this site plan review application are true, accurate and complete.

Garry M. Schneider _____ 5/23/13 _____
 Signature Date
 Required Reviews

	Approve Petition	Deny Petition	Initials
<input checked="" type="checkbox"/> Zoning Administrator	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Planning Commission	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Building Official	<input type="checkbox"/>	<input type="checkbox"/>	_____



**FITZGERALD HENNE
& ASSOCIATES, INC.**

engineering, surveying, landscape architecture & environmental services

May 30, 2013

MICHAEL J. DYER, P.E.
GREGORY L. MARSHALL, P.E.

Ms. Susan Stachowiak
City of Grand Ledge Zoning Administrator
319 Taylor Street
Grand Ledge, MI 48837

RE: Site Plan Review
New Parking Lot, 111 W. Washington Street

Dear Ms. Stachowiak:

As requested, Fitzgerald Henne & Associates, Inc. has performed a review of the site plan for the proposed parking lot construction located at 111 W. Washington Street in Grand Ledge. This new parking lot is to serve the business located at 321 North Bridge Street. We reviewed the plan prepared by Ziennick Foster Engineering dated May 20, 2013 and visited the site on May 29, 2013.

Our review comments are as follows:

1. If easements are required to construct the proposed storm sewer, they must be in place prior to commencement of construction.
2. It is unclear if the proposed storm sewer is to be public or private.
3. The storm sewer pipe material must be specified in more detail; for example, a single wall corrugated HDPE pipe is not acceptable.
4. We recommend that the storm sewer be lowered as required to have a minimum of 3 feet of cover over the pipe.
5. A soil erosion and sedimentation control measure must be installed at existing CB 101 immediately after the connection of proposed storm sewer is completed. Soil erosion and sedimentation control measures must be installed to prevent tracking of soil onto public streets or soil entering existing catch basins until paving is complete and landscaping is established.

6. A minimum of one ADA compliant parking space must be designated along with the required marking and signage. The proposed grading at this parking space should not exceed 2 percent.
7. We recommend installation of signage indicating entry only at N. Bridge Street and exit only on W. Washington St.
8. The proposed parking adjacent to 327 N. Bridge Street must be designed and constructed so that no stormwater from paved surfaces runs onto this adjacent parcel.
9. If the existing power pole located approximately 20 feet northerly from the northwest corner of the building located at 321 N. Bridge Street is to remain, we recommend protective bollards be added.

If you have any questions or we can be of further assistance please contact our office.

Sincerely,

FITZGERALD HENNE & ASSOCIATES, INC.



Michael J. Gazella, P.E., P.S.
Senior Project Engineer

cc: Gregory L. Minshall, P.E., F.HAI

EXISTING ORDINANCE:

Section 220-70. Exterior lighting.

- ~~A. All outdoor lighting in all use districts used to illuminate the general area of a specific site shall be shielded to reduce glare and shall be so arranged as to reflect lights away from all adjacent residential districts or adjacent residences.~~
- ~~B. All outdoor lighting in all use districts shall be directed toward and confined to the ground area of lawns or parking lots.~~
- ~~C. All lighting of nonresidential uses for the external illumination of buildings, so as to feature said buildings, shall be placed and shielded so as not to interfere with the vision of persons on adjacent highways or adjacent property.~~
- ~~D. All illumination of signs and any other outdoor features shall not be of a flashing, moving, or intermittent type. Artificial light shall be maintained stationary and constant in intensity and color at all times when in use.~~
- ~~E. Parking lot lighting shall not exceed an intensity of five footcandles, nor shall it be less than 1.5 footcandles.~~
- ~~F. Exterior lighting shall in no way imitate directional or traffic lighting.~~

PROPOSED ORDINANCE:

Section 220-70. Exterior lighting.

A. Lighting definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Canopy structure: Any overhead protective structure which is constructed in such a manner as to allow pedestrians/vehicles to pass under.

Flood or spot light: Any light fixture or lamp that incorporates a reflector or refractor to concentrate the light output into a directed beam in a particular direction.

Glare: Direct light emitted by a lamp, luminous tube lighting or other light source.

Lamp: The component of the luminaire that produces the actual light including luminous tube lighting.

Light fixture: The assembly that holds a lamp and may include an assembly housing; a mounting bracket or pole socket, a lamp holder, a ballast, a reflector or mirror, and a refractor or lens. A light fixture also includes the assembly for luminous tube and fluorescent lighting.

Light pollution: Artificial light which causes a detrimental effect on the environment, enjoyment of the night sky or causes undesirable glare or unnecessary illumination of adjacent properties.

Light trespass: The shining of light produced by a luminaire beyond the boundaries of the property on which it is located.

Luminaire: The complete lighting system including the lamp and light fixture.

Luminous tube lighting: Gas filled tubing which, when subjected to high voltage, becomes luminescent in a color characteristic of the particular gas used, e.g., neon, argon, etc.

Outdoor light fixtures: Outdoor artificial illuminating devices, outdoor fixtures, lamps and other similar devices, permanently installed or portable, used for flood lighting, general illumination or advertisement.

Shielded fixture: Outdoor light fixtures shielded or constructed so that light rays emitted by the fixture are projected below the horizontal plane passing through the lowest point on the fixture from which light is emitted, e.g. "shoebox-type" fixtures. A luminaire mounted in a recessed fashion under a canopy or other structure such that the surrounding structure effectively shields the light in the same manner is also considered fully shielded for the purposes of this article.

B. Lighting standards.

Unless otherwise exempted by this Section, all lighting must comply with the following standards:

1. *Freestanding pole lighting.*

- a. Exterior lighting shall be fully shielded and directed downward to prevent off-site glare. Fixed (not adjustable), downward-directed fixtures shall be used in an effort to maintain a unified lighting standard throughout the city and prevent "sky glow."
- b. The intensity of light shall not exceed 5 footcandles within any site. For sites abutting a residential district or use, the intensity of light cannot exceed 0.5 footcandles at the property line. A maximum of 10 footcandles is permitted within a site for gasoline stations and automobile dealerships as long as the light intensity does not exceed the allowable intensities at the property line.
- c. The Planning Commission may approve decorative light fixtures as an alternative to shielded fixtures when it can be proven that there will be no off-site glare and the proposed fixtures are necessary to preserve the intended character of the site.

- d. The maximum height of parking lot light fixtures shall be 20 feet, except that the Planning Commission may permit a maximum height of 30 feet within commercial, industrial, and office zoning districts and for institutional uses in residential districts when the poles are no closer than 150 feet to a residential district or use.

2. *Building-mounted lighting.*

- a. Building-mounted lighting shall be fully shielded and directed downward to prevent off-site glare. Fixed (not adjustable), downward-directed fixtures shall be used in an effort to maintain a unified lighting standard throughout the city and prevent "sky glow."
- b. The intensity of light shall not exceed 5 footcandles within any site. For sites abutting a residential district or use, the intensity of light cannot exceed 0.5 footcandles at the property line. A maximum of 10 footcandles is permitted within a site for gasoline stations and automobile dealerships as long as the light intensity does not exceed the allowable intensities at the property line.
- c. The Planning Commission may approve decorative light fixtures as an alternative to shielded fixtures when it can be proven that there will be no off-site glare and the proposed fixtures will improve the appearance of the site.
- d. Luminous-tube and exposed-bulb fluorescent lighting is prohibited as an architectural detail on all buildings, e.g. along the roof line and eaves, around windows, etc. The planning commission may approve internally illuminated architectural bands when it can be shown that the treatment will enhance the appearance of the building or is necessary for security purposes.

3. *Window lighting.*

- a. Any light fixtures visible through a window must be shielded to prevent glare at the property line.
- b. Luminous tube and exposed bulb fluorescent lighting (visible from the property line) is prohibited unless it is part of a sign that meets the requirements of Section 220-78, Signs.

C. Exemptions.

The following are exempt from the lighting requirements of this article, except that the Building Official/Zoning Administrator may take steps to eliminate the impact of the exempted items when deemed necessary to protect the health, safety and welfare of the public:

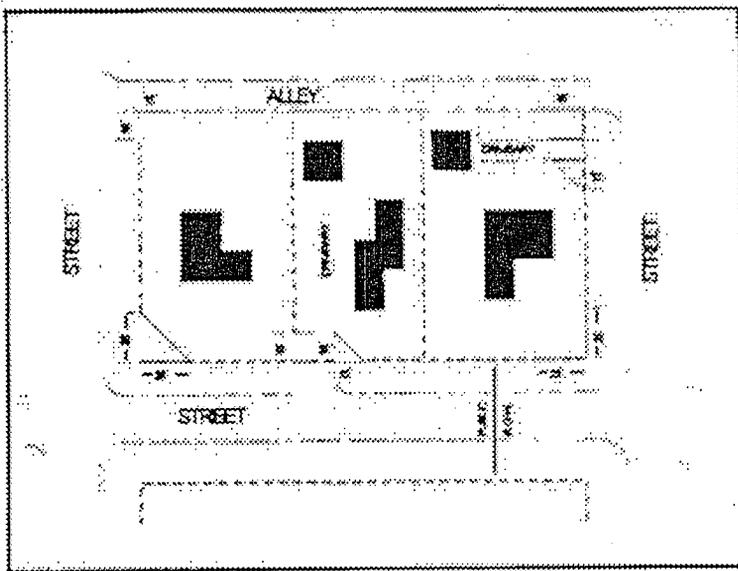
1. Sports field lighting, in use no later than 10:00 p.m., provided they are located at least 1,000 feet away from any existing residential zone or use. Other sports field

lighting may be approved by the Planning Commission after a determination that compliance with the standards in this Section have been met to the greatest extent possible, and that all efforts possible were made to minimize any negative impacts to surrounding uses.

2. Swimming pools.
3. Holiday decorations.
4. Window displays without glare.
5. Shielded pedestrian walkway lighting.
6. Residential lighting with no off-site glare.
7. Street lights.

§ 220-71. Corner clearance.

No fence, wall, shrubbery, sign or other obstruction to vision above a height of two feet from the established street grades shall be permitted within the triangular area formed at the intersection of any street right-of-way lines by a straight line drawn between said right-of-way lines at a distance along each line of 25 feet from their point of intersection, nor shall such obstruction to vision be permitted at the intersection of any driveway or alley and a street right-of-way line within a triangular area formed at such intersection by a straight line drawn between the driveway or alley line and the street right-of-way line at a distance along each line of 15 feet from their point of intersection. In those instances where such triangular area cannot be constructed on the property in question, a fifteen-foot setback shall be required between the property line and the driveway or alley (see sketch).



Corner Clearance

§ 220-72. Access to a street.

Any lot of record created after the effective date of this chapter shall have AT LEAST 20 FEET OF frontage on a public street. Any one lot of record created before the effective date of this chapter without any frontage on a public street shall not be occupied without access provided by an easement or other right-of-way no less than 20 feet wide.

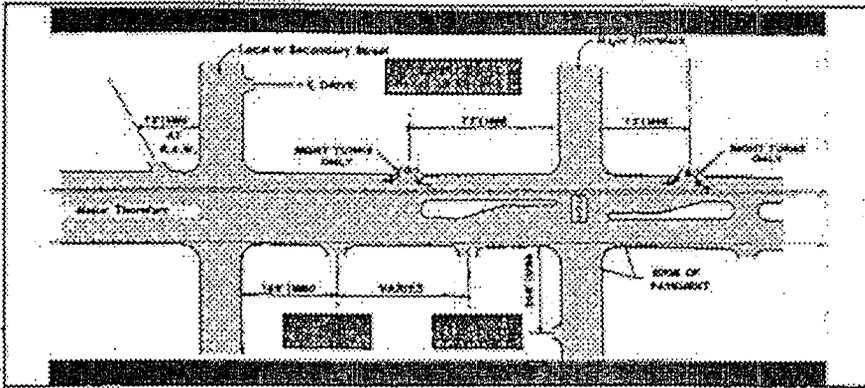
§ 220-73. Residential entranceway.

In all residential districts, so-called "entranceway structures," including but not limited to walls, columns and gates marking entrances to single-family neighborhoods or multiple-housing complexes, may be permitted and may be located in a required yard, except as provided in § 220-71, Corner clearance, provided that such entranceway structures shall comply with all codes of the City and shall be approved by the Zoning Administrator and Building Inspector. Site plan review by the Planning Commission is not required.

§ 220-74. Access management.

- A. The standards of this section are intended to promote safe and efficient travel within the City; minimize disruptive and potentially hazardous traffic conflicts; separate traffic conflict areas by reducing the number of driveways; provide efficient spacing standards between driveways, and between driveways and intersections; protect the substantial public investment in the street system; and to ensure reasonable access to properties, though not always by the most direct route.
- B. The following standards shall apply to all uses except residential developments involving fewer than five dwelling units. However, if it appears that there would be unusual difficulty encountered in meeting these requirements because of grade changes, existing or proposed intersections, driveways, bridges, or other land restrictions, the Planning Commission, MAY WAIVE OR MODIFY THE REQUIREMENTS OF THIS SECTION upon recommendation of the City Engineer, ~~may waive or modify the requirements of this section~~ AND THE MICHIGAN DEPARTMENT OF TRANSPORTATION, IF THE SITE IS LOCATED ON A STATE TRUNKLINE.
- (1) Acceleration-deceleration-passing lanes:
- (a) Driveways providing ingress and egress to all two-lane, paved major thoroughfares shall be provided with paved acceleration and deceleration lanes and passing lanes, IF RECOMMENDED BY THE CITY ENGINEER AND, IF LOCATED ON A STATE TRUNKLINE, THE MICHIGAN DEPARTMENT OF TRANSPORTATION.
- (b) Driveways providing ingress and egress to all three-lane, paved major thoroughfares shall be provided with paved acceleration and deceleration lanes IF RECOMMENDED BY THE CITY ENGINEER AND, IF LOCATED ON A STATE TRUNKLINE, OR THE MICHIGAN DEPARTMENT OF TRANSPORTATION.
- (c) Driveways providing ingress and egress to roads of four or more lanes shall be provided with paved tapers or turning lanes IF RECOMMENDED BY THE CITY ENGINEER AND, IF LOCATED ON A STATE TRUNKLINE, THE MICHIGAN DEPARTMENT OF TRANSPORTATION.
- (d) Required lanes or tapers shall be indicated schematically on the site plan and shall be constructed in accordance with the standards for such facilities as established by the City Engineer AND, IF LOCATED ON A STATE TRUNKLINE, THE MICHIGAN DEPARTMENT OF TRANSPORTATION.
- (2) Driveway spacing:

- (a) Except in instances where a shared driveway is proposed, there shall be a minimum spacing of 25 feet between the center line of a driveway and the adjacent property line not including the right turn lane and/or taper. The center line for channeled driveways is measured at the street right-of-way line.



Driveway Spacing and Placement

- (b a) If a driveway curb radius extends beyond the frontage of the property, written consent from the affected adjacent property owner(s) allowing the design shall be provided.
- (e b) Except where a center median or boulevard is provided, to reduce left-turn conflicts, new commercial driveways shall be aligned with those across the roadway where possible. If alignment is not possible, driveways should be offset a minimum of 150 feet from those on the opposite side of the roadway.
- (d c) Minimum driveway spacing requirements shall be determined based on posted speed limits along the parcel frontage, as indicated in the following table:

Posted Speed (mph)*	Minimum Driveway Spacing (feet)
30	125
35	150
40	185
45	230
50	275
55	350

NOTES:

* Or the corresponding metric equivalent.

- C. Distance from intersecting streets. Driveway spacing from an intersection shall be measured from the center line of the driveway to the closest edge of the nearest travel lane on the intersecting street. The required minimum distance between a driveway and an intersecting street varies as follows:

Intersecting Street	Full Movement Driveway	One-Way Drives
Major thoroughfare	250 feet	100 feet
Signalized major thoroughfare	200 feet	75 feet
Local or secondary thoroughfare	100 feet	75 feet

- D. Number of driveways. Where driveway spacing standards can be met (outlined in Subsection B above), an individual parcel or contiguous parcels under the same ownership shall be permitted one two-way driveway or a paired one-way driveway system wherein one driveway is designed, and appropriately marked, to accommodate ingress traffic and the other egress traffic. In the following instances the Planning Commission may allow more than one driveway:

- (1) Developments that can demonstrate that the number of vehicle trip ends will exceed 3,000 during an average day (or will be used by 300 or more vehicles during the peak hour of traffic for either the thoroughfare or the use), and lacking access to a second street, a second driveway may be allowed along the major thoroughfare provided that the additional driveway can meet the spacing standards of Subsection B above.
- (2) For parcels with arterial frontage of at least 300 feet, one additional driveway may be allowed, with another driveway allowed for each 300 feet of frontage thereafter, provided that these driveways meet the standards of Subsection B above.
- (3) Where parcels have frontage on more than one street the Planning Commission may allow the provision of two drives; one to each street provided that the standards of Subsections B and C above are met.

- E. Alternative means of access. To reduce the number of curb cuts to the City's major thoroughfares, alternative means of access shall be encouraged in general. However, due to the driveway spacing standards specified in Subsection B above, a shared driveway may be the only design solution that will be permitted. In such cases the following alternative means of access may apply:

- (1) Shared driveways. Sharing or joint use of a driveway by two or more property owners shall be encouraged. The shared driveway shall be constructed along the midpoint between the two properties. If a written easement is provided which

allows traffic to travel across one parcel to access another, or access the public street, the driveway can be located entirely on one parcel.

(2) Frontage roads.

(a) In cases where a frontage road exists, is recommended in a plan adopted by the Grand Ledge Planning Commission and/or is proposed in an approved site plan for an adjoining lot or parcel, access shall be provided via such frontage road, rather than by direct connection to the major thoroughfare.

(b) In areas where frontage roads are planned, but adjacent properties have not yet developed, the site shall be designed to accommodate a future road. In such instances, the Planning Commission may temporarily grant individual parcels a direct connection to the adjacent major thoroughfare. A performance bond or other financial guarantee must be provided which assures elimination of the temporary access upon completion of the service road. Occupancy permits shall not be issued until such financial guarantee has been submitted to the City.

(3) Parking lot connections: All parking lots shall be designed in such a way as to allow for a connection to the parking lot of an existing or future use. Such connection shall be a minimum of 20 feet in width and shall be set back a minimum of 30 feet from the planned future right-of-way of adjacent roads.

Section 220-4. Definitions.

RECREATIONAL EQUIPMENT: Travel trailers, pickup campers or coaches, motorized dwellings, folding tent trailers, boats, and boat trailers, snowmobiles, horse trailers, utility trailers, dune buggies, and other similar equipment.

Amend Section 220-63, Storage of recreational equipment, trailers or vehicles, as follows:

The storage of any recreational equipment, trailers or vehicles in any residential district shall be subject to the following:

- A. Such recreational equipment, trailers or vehicles must be owned by the resident of the dwelling.
- B. All recreational vehicles EQUIPMENT parked or stored in a residential area shall not be connected to sanitary facilities, shall not be occupied, and shall be locked at all times.
- C. ~~The parking of one boat in residential driveways from May 1 to October 1 is permitted.~~ THE PARKING OR STORAGE OF ONE ITEM OF RECREATIONAL EQUIPMENT, NOT EXCEEDING 10 FEET IN HEIGHT, 10 FEET IN WIDTH AND/OR 25 FEET IN LENGHT IS PERMITTED IN A RESIDENTIAL DRIVEWAY. RECREATIONAL EQUIPMENT THAT EXCEEDS THESE DIMENSIONS MAY BE PARKED IN A RESIDENTIAL DRIVEWAY AS LONG AS IT DOES NOT PROJECT INTO THE REQUIRED 25 FOOT FRONT YARD SETBACK.
- D. No more than two ~~vehicles or units~~ ITEMS OF RECREATIONAL EQUIPOMENT shall be stored on a zoning lot except that in no instance shall storage of such RECREATIONAL EQUIPMENT occupy more than 10% of a rear yard.
- E. Storage OF RECREATIONAL EQUIPMENT may be permitted in a SIDE OR rear yard only and ~~subject further to the applicable provisions of § 220-64, Accessory buildings, structures and uses~~ SHALL BE SETBACK AT LEAST 3 FEET FROM ALL PROPERTY LINES.
- F. RECREATIONAL EQUIPMENT MAY BE PARKED IN ANY FRONT, SIDE OR REAR YARD WHERE ON-SITE PARKING IS PERMITTED FOR UP TO 72 HOURS WITHIN A 7 DAY TIME PERIOD FOR THE PURPOSE OF LOADING AND UNLOADING OR FOR NORMAL MAINTENANCE AND CLEANING.