

CITY OF GRAND LEDGE

Established 1893

Zoning Administrator

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NOTICE

The Grand Ledge Planning Commission will conduct its regular meeting on **Thursday, September 5, 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 August 1, 2013
5. Notice of Agenda Item Conflicts
6. Business from the Floor

New Business

Old Business

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

Other Business

9. Joint Planning Committee Report
10. Review of Violation Report
11. Zoning Administrator's Report
12. Zoning Board of Appeals Representative's Report
13. Council Representative's Report
14. Mayor's Comments
15. Comments from Commissioners
16. Chairman's Report
17. **Tour of 310 Greenwood Street**
18. Adjournment

MEMO

TO: Planning Commission

FROM: Susan Stachowiak
Zoning Administrator

DATE: August 19 2013

RE: Ordinance Violations - August, 2013

Tori Martin 634 Jenne Street	Violation of Ord. 220-57 Front Yard Parking	Owner has complied
Michael Bassar 332 E. Jefferson Street	Violation of Ord. 220-57 Front Yard Parking	Owner has complied
Design Rides 530 E. Saginaw Highway	Violation of Ord. 220-57 Front Yard Parking	Owner has complied
WCH of Michigan LLC 728 N. Clinton Street	Violation of Ord. 220-57 Front Yard Parking	Owner has not complied Final notice has been sent
Robert & Rita Brassington 423 Kennedy Street	Violation of Ord. 220-57 Junk Vehicle	Owner has complied
Dennis Sollid 335 E. Front Street	Violation of Ord. 220-57 Junk Vehicle	Owner has complied
Charles Wells Jr. 804 Pleasant Street	Violation of Ord. 220-57 Junk Vehicle	Owner has contacted me and will be complying
Jeffrey Bone 835 W. Jefferson Street	Violation of Ord. 220-57 Junk Vehicle	Owner has complied
Ruth Ann Wells 826 Jones Street	Violation of Ord. 220-63 Recreational Vehicle - Occupied	Owner has complied
Christopher & Sylvania Dye 344 E. Front Street	Violation of Ord. 220-68 Damage Fence	Owner has complied
Robert Therrian 411 W. Main Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner not complied Final notice has been sent
Victorious Ventures LLC 301 E. Lincoln Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner has complied

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Richard Gregory 214 Kennedy Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner has complied
James Waldrop 505 N. Clinton Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner has complied
Michael & Amy Smith 215 Oakwood Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner has complied
Lisa Campbell 942 DeGroff Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner has complied
Jack Thompson 415 Morley Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner still has time to comply
Charles Simpson 409 Pleasant Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner still has time to comply
Robert & Valerie McAnallen 220 W. Jefferson Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner still has time to comply
Tony Osborn 615 W. Jefferson Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner still has time to comply
Susan Siers Radwan 302 E. Jefferson Street	Violation of Ord. 220-68 &-71 Bushes obstructing vision	Owner still has time to comply
Toby & Dana Hartwick 505 N. Clinton Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner has complied
David Mather 652 E. Jefferson Street	Violation of Ord. 124-8 Tall/Grass Weeds	Owner has complied
Sheena Martin 825 W. Jefferson Street	Violation of Ord. 124-8 Tall Grass/Weeds	Mowed by City
Anthony & Rebecca Ramos 118 W. Main Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner has complied
David Edwards 412 E. Scott Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner has complied
Jennifer Herberts 400 W. Main Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner has complied
Beatrice Doxie Trust 708 Green Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner has complied

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David & Anastacia Johnson 541 W. Main Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner has complied
Ronny Difilippo 269 S. Clinton Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner has complied
Brad & Elizabeth Treanor 214 Union Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner still has time to comply
Brian & Melissa Cummings 421 W. Jefferson Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner still has time to comply
Ruthann Jacquette 508 Pleasant Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner has complied
Gaylord & Margaret Whitney 318 Green Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner still has time to comply
Richard & Janice McCubbin 233 Union Street	Violation of Ord. 124-8 Tall Grass/Weeds	Owner still has time to comply
Joseph Harris 701 Pleasant Street	Violation of Ord. 124-8 Tall Grass/Weeds	Mowed by city
Matthew Dykstra 1015 Jenne 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
Valvoline 930 E. Saginaw Hwy.	Violation of Ord. 220-78 Illegal Sign	Owner has complied
Image Projections 222 S. Bridge Street	Violation of Ord. 220-78 Illegal Sign	Owner has not complied Final notice has been sent
Beydoun Sons, LLC 1052 E. Saginaw Hwy.	Violation of Ord. 220-78 Illegal Sign	Owner has complied
Grand Ledge Ravines 855 W. Jefferson Street	Violation of Ord. 220-78 Damaged Sign	Owner has contacted me and will be complying

City of Grand Ledge
Planning Commission Meeting
Minutes from Meeting Held on
Thursday, August 1, 2013

Vice-Chairman Bob Doty called the meeting to order at 7:00 p.m.

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

Pledge of Allegiance – Mr. Graber led those present in the pledge of allegiance.

Approval of the Agenda

Mr. Baribeau made a motion, seconded by Mr. Willobee to approve the agenda as written. Motion carried 6 - 0.

Approval of the Minutes

Mr. Doty stated that the Mr. Sowle needs to be listed as absent on Page 1 and on Page 4, the minutes need to be corrected to reflect that the building inspector is handling the carport issue at 442 Union Street.

Mr. Baribeau made a motion, seconded by Ms. Malecki to approve the June 6, 2013 minutes with the corrections noted by Mr. Doty. Motion carried 6 - 0.

Notice of Agenda Items Conflicts - None

Business from the Floor - None

NEW BUSINESS

OLD BUSINESS

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

Ms. Stachowiak stated that there was some discussion at the last meeting about whether this Section is even necessary. She said that she reviewed a lot of other ordinances and some had access management requirements and others did not. She stated that even though the spacing requirements typically have to be varied by the City Engineer, they have resulted in the elimination of a lot of unsafe driveways along M-43. Ms. Stachowiak said that there has to be a standard so that a site designer has something to work with. She also said that having standards allows the City Engineer to deny an access point if the standards are not met and the access location is not appropriate or in the best interest of the City.

Mr. Morris agreed that there needs to be standards, even if they frequently need to be varied by the City Engineer.

Mr. Baribeau questioned whether the standards have any validity given how many times they have been varied.

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Ms. Stachowiak stated that a variance from the City Engineer to the access management standards is not the same a variance granted by the Zoning Board of Appeals. She said that the reason a variance to these standards is solely at the discretion of the City Engineer rather than the Zoning Board of Appeals is because the City Engineer is a licensed civil engineer and design professional who has the expertise to determine whether a modification to the ordinance standards is appropriate from a traffic management standpoint and will not create an unsafe situation.

The Planning Board agreed to delay scheduling a public hearing until the Commissioners that are not in attendance at this meeting have a chance to provide input.

Zoning Ordinance Amendments – Section 220-04, Definitions and 220-63, Recreational Vehicles

Ms. Stachowiak stated that she made substantial changes to the ordinance since it was last reviewed by the Commission. She said that she just tried to make it very clear, using plain language, as to what is permitted in terms of recreational vehicles on residential lots. Ms. Stachowiak also stated that she provided a new definition of “residential vehicles”.

The Commission agreed that the “and/or” in paragraphs “C” and “D” should be changed to just “or”. The Commission also agreed Section “G” should be changed to a 7 day time period rather than 14.

There was significant discussion regarding the language in Section “F”. The Commission agreed that the ordinance should allow the storage of one vehicle in a side or rear yard, if the vehicle is 10 feet wide and 30 feet in length or larger. If the vehicle is smaller than these dimensions, than the number of vehicles is not restricted but the total amount of storage of recreational vehicles in a side or rear yard cannot exceed 10 percent of that area.

OTHER BUSINESS

Joint Planning Committee Report

Mr. Doty provided the Commissioners with copies of the development plan for Jaycee Park. He reviewed the various aspects of the plan which include a farmers market, new boat launch, a 500 seat amphitheater, new rest rooms, play area and tennis courts. Mr. Doty said that the existing parking would be removed and new parking would be provided along River Street.

Mr. Doty stated that there will be several public hearings and meetings with the various Board and Commissions on this proposal. He stated that the boat launch project is already funded and approved.

Mr. Morris asked about a splash pad for the kids.

Mr. Doty said that he would mention it although he is not sure where it would go.

Mr. Doty stated that the City authorized the DDA to pursue a grant for the new market.

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Mr. Doty stated that the Committee received the report on the dam. He said that the report outlines several options which include doing nothing, replacing the gate structure and repairing the spillway, removing the dam completely and removing the gate structure and replacing it with a rock lined channel. Mr. Doty said that the Committee will continue to review these options.

Review of Violation Report

Ms. Stachowiak reviewed the violation report.

Zoning Administrator's Report

Mr. Graber reported that the ZBA will meet in August to consider a variance for a front yard fence at 532 Spring Street.

Zoning Board of Appeals Representative's Report

Ms. Stachowiak stated that Mr. Gute suggested a tour of the Greenwood building at the next Planning Commission meeting. The Commissioners agreed that they would meet at city hall, take care of the business on the agenda and then go over to Greenwood for a tour.

Council Representative's Report - None

Mayor's Comments - None

Comments from Commissioners

Mr. Baribeau stated that the N. Clinton Street entrance to the City looks awful. He said that it looks better since the grain elevator was removed but it still presents a very bad image for the City. He also said that the sign on N. Clinton is in bad shape.

Mr. Willobee stated that the Grand Adventure Race will be held on September 22, 2013. He said that this is a good opportunity to get people to the park. Mr. Willobee stated that a lot of people from all over the state participate in this event. He also stated that they can always use more volunteers.

Mr. Graber stated that he recently read an article about bike paths and how data is starting to be accumulated for about 125 cities.

Mr. Baribeau stated that he will provide pictures of the bike paths in Indianapolis.

Chairman's Report

Mr. Doty stated that the former Mervyns at the Lansing Mall has been demolished and a new state-of-the-art theater will be constructed in its place. He also said a Longhorn Steakhouse is going in to the Lansing Mall instead of an Olive Garden.

Mr. Doty stated that a lot of work has gone into the restrooms at Fitzgerald Park and yet they continue to be vandalized.

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It was suggested that some surveillance cameras might be helpful in this regard.

Mr. Doty stated that Mr. Pantera asked about the possibility of constructing 8-12 apartments on the north side of River Street between Russell Street and the parking lot at the Opera House.

Ms. Stachowiak stated that this is contrary to the Master Plan which designates the south side of E. River Street for row houses that would overlook the river.

The Commission discussed this matter and agreed that apartments on the north side of River Street, east of the Opera House would not be appropriate.

Adjournment

Ms. Maliki made a motion, seconded by Mr. Baribeau to adjourn the meeting at 8:15 p.m.

Submitted By:

Susan Stachowiak
Zoning Administrator

Jamie Malecki, Secretary
Planning Commissioner

Section 220-4. Definitions.

RECREATIONAL VEHICLE: Any motor vehicle or trailer designed and used as a travel trailer, tractor trailer, pickup camper, camper, camping trailer, motor home, travel coach, motorized dwelling, tent trailer, boat, boat trailer, snowmobile, snowmobile trailer, horse trailer, dune buggy and any other similar equipment.

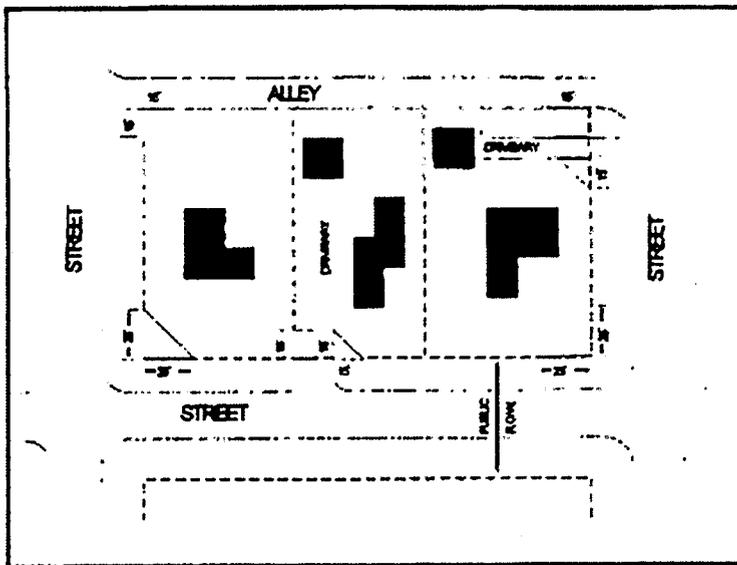
Amend Section 220-63, PARKING AND Storage of recreational equipment, trailers or vehicles, as follows:

The PARKING OR 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 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.~~ ONE RECREATIONAL VEHICLE MAY BE PARKED OR STORED WITHIN THE REQUIRED 25 FOOT FRONT YARD SETBACK AREA OF A RESIDENTIAL LOT AS LONG AS IT IS PARKED OR STORED ON AN APPROVED DRIVEWAY AND THE VEHICLE DOES NOT EXCEED 25 FEET IN LENGTH.
- D. RECREATIONAL VEHICLES THAT EXCEED 25 FEET IN LENGTH MAY BE PARKED OR STORED IN A FRONT YARD AS LONG AS THEY ARE PARKED ON AN APPROVED RESIDENTIAL DRIVEWAY AND ARE SETBACK AT LEAST 25 FEET FROM THE FRONT PROPERTY LINE.
- E. ~~Storage may be permitted in a rear yard only and subject further to the applicable provisions of § 220-64, Accessory buildings, structures and uses.~~ RECREATIONAL VEHICLES THAT ARE PARKED OR STORED IN A SIDE OR REAR YARD MUST BE SETBACK AS LEAST 3 FEET FROM THE SIDE AND REAR PROPERTY LINES.
- F. ~~No more than two vehicles or units shall be stored on a zoning lot except that in no instance shall storage of such~~ NO MORE THAN ONE RECREATIONAL VEHICLE MAY BE PARKED OR STORED IN A SIDE OR REAR YARD IF SUCH VEHICLE IS 30 FEET OR MORE IN LENGTH. MORE THAN ONE RECREATIONAL VEHICLE MAY BE STORED IN A SIDE OR REAR YARD IF ALL OF THE VEHICLES ARE LESS THAN 30 FEET IN LENGTH AND COLLECTIVELY DO NOT occupy more than 10% of a ANY SIDE OR rear yard.
- G. REGARDLESS OF SIZE, ONE RECREATIONAL VEHICLE MAY BE TEMPORARILY PARKED ANYWHERE ON AN APPROVED DRIVEWAY FOR UP TO 72 HOURS WITHIN A SEVEN (7) DAY TIME PERIOD FOR THE PURPOSE OF LOADING AND UNLOADING OR FOR NORMAL MAINTENANCE AND CLEANING.

§ 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.

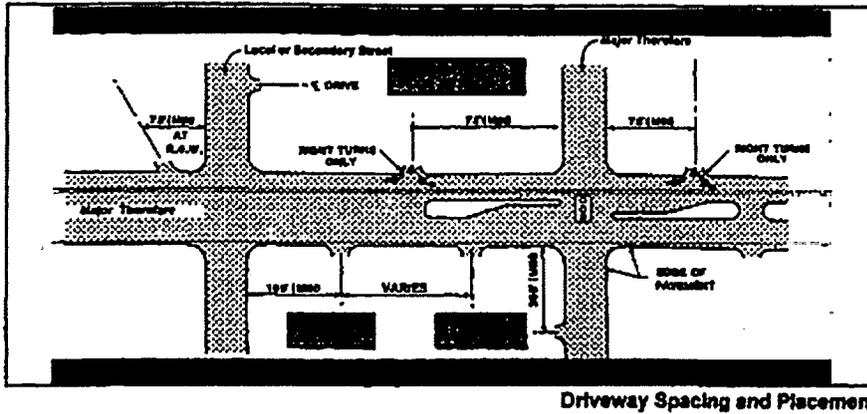
§ 220-73. Residential entranceway.

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, 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.



- (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.