

The Grand Ledge Planning Commission will conduct its regular meeting on **Thursday, May 7, 2015 at 7:00 p.m.** The meeting will be held at Grand Ledge City Hall, 310 Greenwood 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 2, 2015
5. Notice of Agenda Item Conflicts
6. Business from the Floor

New Business

7. Special Land Use Permit – Gasoline Station at 720 S. Clinton Street
8. Site Plan Review – Gasoline Station and Retail Building at 720 S. Clinton Street
9. Zoning Ordinance Amendments – Section 220-80, Site Plan Review
10. Zoning Ordinance Amendments, Article V, R-LD, R-MD: One Family Residential Districts

Other Business

11. Joint Planning Committee Report
12. River Park Master Plan from Rounds property to Fitzgerald Park
13. Boat dock and ramp with proper circulation and parking

14. Use and disposal of Jefferson St. City Hall & Police Department
15. Zoning Administrator's Report
16. Zoning Board of Appeals Representative's Report
17. Council Representative's Report
18. Mayor's Comments
19. Comments from Commissioners
20. Chairman's Report
21. Adjournment

City of Grand Ledge
Planning Commission Meeting
Minutes from Meeting Held on
Thursday, April 2, 2015

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

Attendance - Present: Mike Stevens, Bob Doty, Bill Kane, Jamie Malecki, Todd Gute, Ron Graber, Steve Baribeau, Eric Morris & Matt Salmon. Also present: Zoning Administrator Sue Stachowiak, City Administrator Adam Smith & Council Representative Keith Mulder.

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

Approval of the Agenda

Mr. Doty made a motion, seconded by Mr. Baribeau to approve the agenda as printed. On a voice vote, the motion carried 9-0.

Approval of the Minutes

Mr. Doty made a motion, seconded by Mr. Gute to approve the March 5, 2015 minutes as printed. On a voice vote, the motion carried 9-0.

Notice of Agenda Items Conflicts - None

Business from the Floor - None

NEW BUSINESS

Proposed Meadow Woods Site Condominium Development – Vacant property east of existing Meadow Woods Subdivision

Ms. Stachowiak said that the site plan is for Phase 1 (21 lots) of a proposed condominium development located on the vacant land immediately east of the existing Meadow Woods subdivision. The subject parcel is zoned R-MD, Single Family Residential, which district permits site condominium developments in accordance with the standards of Section 220-17 of the Zoning Ordinance. She said that the proposed site condominium plan is consistent with the plan that was approved in 1997, upon annexation from Oneida Township, for the complete build out of Meadow Woods Subdivision.

Ms. Stachowiak reviewed some of the responses to the questions that were raised at the public hearing in March. She stated that condominiums are a form of ownership rather than a type of development. The only real difference is the way in which the ownership of the land is recorded through the County Register of Deeds. From a development standpoint, they are exactly the same. She said that both types of development must adhere to the exact same development standards. This includes, but is not limited to, minimum lot size, building setback requirements and standards for infrastructure improvements. All lots in the proposed site condominium development meet or exceed the minimum lot size requirements established by the Zoning Ordinance for the R-MD district (8,450 square feet in area, 65 feet minimum lot width).

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Ms. Stachowiak said that the Zoning Ordinance determines what land can be used for. Both the Planning Commission and City Council must make their decisions based on whether the development plans demonstrate compliance with the regulations and evaluation criteria established in the Zoning Ordinance and its consistency with the land use pattern being advanced in the City's Master Plan. If found to be in compliance with all standards of the Zoning Ordinance and Master Plan, from a legal standpoint, the City does not have the discretion to deny the plan.

Ms. Stachowiak said that the property is zoned R-MD, Medium Density Residential, which permits single family residential use only. She said that apartments cannot be constructed on the site. She also said that the minimum square footage for the homes will be 1,400 square feet and the maximum is 3,100 square feet. There will be a variety of building designed, several examples of which are available for review at City Hall.

Ms. Stachowiak said that the sign, along with the other junk and debris at the east end of Bolton Farms Lane has been removed. She said that the trailers and construction equipment at the east end of St. John's Chase has also been removed. Therefore, all violations on the subject property have been corrected.

Ms. Stachowiak said that Phase 1 of Meadow Woods Subdivision contained 26 lots on 12.89 acres of land for a gross density of 2.01 dwelling units per acre. The proposed condominium development is for 21 dwelling units on 6.22 acres of land for a gross density of 3.37 dwelling units per acre. The primary difference between the 2 phases is that the lots on the west side of Hawks Ridge have depths of 180-200+ feet in order to provide greater building setbacks from Tallman Road which is unpaved and therefore, generates a great deal of dust/dirt. The majority of the lots in the rest of the subdivision have depths of 150 feet which is consistent with what is being proposed for the condominium development. For further comparison purposes, the other phases in Meadow Woods Subdivision have gross densities ranging from 1.76 dwelling units per acre to 3.00 dwelling units per acre.

Ms. Stachowiak said that there is no evidence to suggest that newly constructed home of the same size and in compliance with the same development standards as the existing houses would have any negative impact on their property values. She also said that the roads in the subdivision were built to City standards which the knowledge that there would continue to be development of the land to the east and hence, additional construction traffic on the roadways. She stated that it was never intended that there would be an additional access point from the development to W. Main Street.

Mr. Stevens stated that he understands the concerns of the neighbors but the proposed development complies with the Zoning Ordinance in all respects and is consistent with the development plan that has been in place for the remaining build out of the subdivision.

Ms. Malecki asked about the minimum size requirement for houses in comparison to what the applicant is proposing.

Ms. Stachowiak stated that the minimum ground floor area for a house in the R-MD district is 500 feet and the minimum total floor area requirement for a house in this district is 950 square feet. She said that

the applicant is proposing to construct houses that range in size from 1,400 square feet to 3,100 square feet.

Mr. Kane pointed out that the applicant has the right to construct smaller houses as long as they comply with the minimum requirements set for the in the Zoning Ordinance.

Mr. Morris said that the applicant's proposal complies with the requirements for development in the R-MD district and therefore, he is supportive of the request.

The other members of the Commission agreed with Mr. Morris.

Mr. Morris made a motion, seconded by Mr. Gute to recommend approval of the site condominium plan for Phase 1 (21 lots) of Meadow Woods Condominiums, prepared by Kebs, Inc., dated January 19, 2015, conditioned upon compliance with the applicable items contained in this staff report, the City Engineer's letter dated February 24, 2015 and the Fire Dept. letter dated February 19, 2015. On a roll call vote (9-0), the motion carried unanimously.

A member of the audience that did not identify himself asked the Commission is they are elected or appointed.

Mr. Gute said that the Commissioners are appointed by the Mayor and confirmed by the City Council.

Special Land Use Permit – Gasoline Station at 720 S. Clinton Street

Ms. Stachowiak said that there were some issues raised at the March meeting that needed to be resolved:

1. Location of bike racks
2. Relocation of the dumpster enclosures to the area east of the retail building
3. A pedestrian entrance to the dumpster enclosures
4. The location of the tank vents
5. A buffering plan for the area along the west property line, north of the retail building, to address the concerns regarding light glare and storm water run-off between the subject property and the neighborhood to the west.

Ms. Stachowiak stated that while the large sets of the site plan show all of the required information, just to make it easier to identify the items needing to be addressed from last month's meeting, she had the Speedway engineer identify them in red on the 11" x 17" copy that is included in the packet.

Mr. Stevens stated that the detention pond was not shown on the plan that the Commission reviewed at the last meeting. He said that this is a concern as it is a major change to the plans. He said that it is right up against the retaining wall to the north and will be very aesthetically unappealing. Mr. Stevens stated that he does want to see the curb along the west property line. He also said that the turning movements from both Saginaw and Clinton Street seem very awkward and may not function as well as they appear on paper.

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Mr. Doty said that he cannot support the site plan with the detention basin as shown.

Ms. Stachowiak stated that there could be underground detention, although it is more expensive.

Mr. Kane said that having storm water retention the property is a mistake, even if it is underground as it will negatively impact the future use of the property north of the gas station building.

Mr. Morris asked what the applicant will be doing that will require a permit from MDOT.

Mandy Gauss, CESO, Inc., 8164 Executive Court, Civil Engineer representing Speedway, said that it will cost an additional, approximately \$150,000. She also said that reconstruction of the site, by itself, requires a permit from MDOT. She said that there is a 6" City storm water drain on M-43 and an 8" MDOT drain on Clinton. She said that MDOT will not allow them to discharge storm water into the system at a rate higher than what is being discharged right now.

Mr. Kane stated that he is supportive of the development and is happy to see that the bike racks and the pedestrian entrances to the dumpster enclosures have been included. He said, however, that he cannot support the detention pond.

Mr. Baribeau agreed with Mr. Kane and stated that he too, cannot support the detention basin.

Mr. Morris said that there is green technology that could be utilized such as rain gardens, porous pavement, etc. He said that he is not supportive of the detention basin as proposed. He also said that he is not supportive of underground detention either as it prevents future construction on the site and is difficult to maintain.

Ms. Gauss said that above-ground detention is difficult to clean. She also said that porous pavement and rain gardens are not appropriate for a gas station as there is no way to prevent contaminants from seeping into the ground.

Mr. Stevens said that the Commission is business friendly but there may be better solutions to handle the storm water without having a large detention basin on the site. He said that this is a major intersection in Grand Ledge and the Commission wants to ensure that it is developed in an aesthetically pleasing manner.

Ms. Gauss said that the pond can be kept 10 feet off the retaining wall to the north.

Mr. Morris said that the gas pumps and hence, the contaminants that may be on the pavement will be confined to the south end of the site and should not impact storm water management systems at the north end of the site.

Ms. Stachowiak said that City Engineer Greg Minshall said that he would be glad to work with the City and the developer to come up with some solutions that everyone can live with.

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Mr. Gute said that this is good development and he is pleased that they found a way to utilize part of the former Family Fare building. He stated that this is the major intersection in Grand Ledge and he would like to get Greg Minshall's input on this matter to see what kind of downstream options are available to handle the capacity generated by the development. Mr. Gute said that the site is already almost 100% covered by impervious surface and since the run-off will not be increased, he is questioning why detention is being required at all. He asked why the lot line between the 2 sites is so irregular.

John Kello, 27995 Halstead Road, Farmington Hills, MI, stated that the lot line involved the need to provide adequate setbacks for the gas station canopy and to keep the parking along the west lot line north of the property retail building with that site.

Mr. Gute stated that if there has to be detention, he would prefer to see it concentrated to the northwest corner of the site and screened with trees.

Mr. Stevens said that the detention basin on the Meijer property is screened by the building but everyone knows that it is there.

Mr. Graber said that he is not in favor of moving the detention basin closer to the neighbors to the west.

Mr. Gute said that with the pathways in the area, the site will get a lot of pedestrian and bicycle traffic as it is very uncomfortable to cross M-100 and M-43.

Alan Chakonas, 730 Jolliet Street, Speedway, stated that they will work with the City Engineer on the detention basin issues. He said that this is a 3-4 million dollar project and they want to be a good neighbor.

Mr. Doty said that this is an outstanding development and he looks forward to what can be done with the detention situation so that it can move forward.

Mr. Kane complimented the representatives from Speedway on the development. He said that they need to work with MDOT to evaluate the run-off from the site. He also said that the detention pond will be dry most of the time anyway and hopefully, there is a way to avoid having detention on the site altogether.

Mr. Stevens suggested removing the pavement north of the retail building to reduce some of the impervious surface on the site.

Mr. Gute asked that the applicant place some more arborvitae around the tank vents to help screen them from view of the street.

Ms. Gauss agreed. She said that they will work with the City to come up with some alternative methods of handling the storm water.

Mr. Gute suggested working with MDOT to get the requirement for storm water detention waived altogether.

Ms. Stachowiak stated that both the SLU and the site plan will have to be tabled since the Zoning Ordinance requires approval of the site plan by Council as well since it is a Special Land Use permit for a gasoline station.

Mr. Doty made a motion, seconded by Mr. Baribeau to table the Special Land Use permit request for a new Speedway Gasoline Station at 720 S. Clinton Street until the next meeting. On a voice vote (9-0), the motion carried unanimously.

Mr. Doty made a motion, seconded by Ms. Malecki to table the site plan for a gasoline station and retail building at 720 S. Clinton Street until the next meeting. On a voice vote (9-0), the motion carried unanimously.

Zoning Ordinance Amendments – Section 220-80, Site Plan Review

Ms. Stachowiak said that there is no rush to move this forward since there are already some ordinance amendments pending at the Council level.

The Commission decided to hold off on moving this item forward.

OTHER BUSINESS

Joint Planning Committee Report

Mr. Doty said that the Committee met last Thursday. He said that \$30,000 of the millage money will go to the DDA.

Grand River Water Retention, i.e. Dam

Mr. Doty said that the Planning Commission has gone on the record recommending that the City Council put together a plan to go with boulders in lieu of the dam.

Mr. Kane said that the DDA and Parks & Recreation Commission will be asked to make a similar recommendation.

Mr. Stevens said that it needs to be in the Master Plan. He said that the reason that W. Jefferson is 3 lanes is because it is in the Master Plan.

River Park Master Plan from Rounds property to Fitzgerald Park – no new information

Boat dock and ramp with proper circulation and parking

Mr. Smith said that the development grant has been put on hold pending the property acquisition grant. He said that it is highly unlikely that this project will occur in 2015.

Use and disposal of Jefferson St. City Hall & Police Department

Mr. Smith questioned why this item is on the Planning Commission agenda each month.

Several Commissioners stated that they like having this item on the agenda so that if there is a proposal for the reuse of the former City Hall, the Commission will have input into its reuse or redevelopment.

Mr. Baribeau stated that the Planning Commission should have had input into the process for purchasing the new city hall building and utilizing it for a city hall.

Mr. Smith said that the Master Plan is what the City Council uses as a guide for the reuse of its properties. He said that the current Master Plan is due for its 5 year update and the reuse of the former City Hall can be addressed in that document. Mr. Smith said that the site does qualify for an "OPRA" which stands for Obsolete Property Rehabilitation Act and is a tax incentive to encourage the redevelopment of obsolete buildings. This Act allows the taxable value of the property to be frozen for a period of time to allow for some of the rehabilitation costs to be recovered.

Mr. Smith said that it is critical for the City to work at the speed of business from an economic development standpoint. He said that this is the first Planning Commission that he has worked with that only met once each month. This means that while an issue may only take a day or two to resolve, the matter has to wait 30 days to come back which eats up a lot of time that could be used for construction. He said that in the case of Speedway, there is a 4 million dollar project that will be on hold for another 30 days over an issue that could probably be resolved in a day.

Mr. Stevens said that the Commission has held special meetings at times and the Commission is sensitive to the needs of business. He said that the Commission just felt that the detention issue was too big of an issue to pass with just a condition of approval.

Ms. Malecki said that the detention pond was not a good idea and was a major change to the plans from what was submitted last month.

Mr. Baribeau said that he is not interested in meeting twice each month. He said that it is important for things to be done right instead of rushed through the process. He also said that when the Commission has moved ordinance amendments up to the Council, they do not get acted upon in a timely manner any way. Mr. Baribeau said that he likes the way the Commission does things.

Mr. Graber asked about the status of the ordinance amendments that are pending at the Council level.

Mr. Smith said that he has the list of ordinance amendments as contained in the Planning Commission's Annual Plan and 2015 Work Plan. He said that they will be provided to the City Council. He also said that he will continue to work with on relationships between the various Boards, Commission, staff and Council.

Zoning Administrator's Report - None

Zoning Board of Appeals Representative's Report

Ms. Stachowiak stated that there two setback variance cases for the upcoming ZBA meeting.

Council Representative's Report

Mr. Mulder stated that communication is important and he thought that the Planning Commission kept in the loop on the City Hall project. He said that the Commission did a good job this evening and he agrees with the Commission on the detention basin matter. Mr. Mulder asked the Commission to consider a special meeting to keep the Speedway project moving at the speed of business.

Mr. Stevens said that sometimes there is not much that needs to be done to make good development great development. He said that sometimes the Commission has to challenge the applicant to improve the development. Mr. Stevens said that the detention issue prevented the Commission from moving the Speedway project forward this evening. He also said that in some communities, such as Meridian Township, a project of this nature could take up to a year to get its approvals.

Mr. Morris said that it is not the Commission's place to "teach the applicant a lesson" but rather to help facilitate the development. He said that he would not be opposed to a special meeting so that the requests do not have to wait till next month which would eat up 30 days of the construction season which is already limited in Michigan.

Mr. Morris made a motion, seconded by Mr. Doty to schedule a special meeting in 2 weeks to revisit the Special Land Use Permit and Site Plan Review requests for 720 S. Clinton Street. On a voice vote (9-0), the motion carried unanimously.

Mayor's Report - None

Comments from Commissioner's

Mr. Doty stated that the City Administrator has a new website for the City and it is outstanding.

Mr. Doty said that while there not many details to be shared, there is a builder looking to annex 155 acres into the City.

Mr. Kane welcomed Mr. Salmon to the Commission.

Mr. Graber welcomed Mr. Salmon as well.

Mr. Baribeau said that he was glad that Ms. Stachowiak made it clear that the Commission did not have the discretion to say no to the Meadow Woods Site Condo request inasmuch as it complied with the Zoning Ordinance. He said that he likes having the plans delivered to his house as it is much easier to review a large plan on paper rather than on the computer. Mr. Baribeau said that the email from the Mayor as regards development was very good.

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Mr. Baribeau said that Mr. Doty has placed a lot of historical pictures of Grand Ledge on Facebook that are really interesting to look at.

Mr. Gute asked Mr. Graber if there are any “hot button” issues that the Commission needs to be aware of with respect to the development of the Speedway site

Mr. Graber said that he was not aware of anything.

Mr. Morris encouraged everyone to vote yes on Proposal 1. He said that he is a transportation engineer and read part of an article on the status of the roads and the benefits of Proposal 1. Mr. Morris said that Michigan ranks dead last for road conditions in the United States and it is crucial to invest in our infrastructure. He also welcomed Mr. Salmon to the Commission. Mr. Morris said that he knows Mr. Salmon because he went to school with him wife here in Grand Ledge.

Mr. Salmon said that met with the Mayor last week. He was born and raised in Grand Ledge and is impressed with the depth and diversity on the Planning Commission. Mr. Salmon said that he is a 13 year veteran of the Lansing Police Department, although his degree is in business administration. He said that his wife teaches in the Grand Ledge School System and lives in a house very close to the downtown. Mr. Salmon said that he hopes to be a contributing member of the Commission and is very pro-business.

Ms. Malecki welcomed Mr. Salmon to the Commission. She thanked Adam for the new website. Ms. Malecki said that there is a refrigerator on Main Street that is a safety hazard and needs to be removed.

Comments from Chairman

Mr. Stevens thanked everyone for attending and for the good discussions that took place this evening. He also thanked Mr. Smith for attending the meeting this evening and asked how Proposal 1 would benefit the City of Grand Ledge.

Mr. Smith stated that if approval, Proposal 1 would mean \$304,000 annually for investment in roads, in addition to what the City is receiving from the County millage that was recently approved. He said that the City would also receive 474,000 in revenue sharing from the State.

Adjournment

Ms. Malecki made a motion, seconded by Mr. Gute to adjourn the meeting at 8:50 p.m. On a voice vote, the motion carried unanimously (9-0).

Submitted By:

Susan Stachowiak
Zoning Administrator

Jamie Malecki, Secretary
Planning Commissioner

April 30, 2015

TO: Planning Commission
City of Grand Ledge

FROM: Susan Stachowiak
Zoning Administrator

RE: Special Land Use Permit & Site Plan Review
Speedway Gasoline Station & Retail Center
720 S. Clinton Street

This site plan prepared by CESO, Inc., dated March 20, 2015 and revised on April 23, 2015 is for a new gasoline station with related site improvements at 720 S. Clinton Street and conversion of part of the existing building at this location into a retail center. The gasoline station requires a Special Land Use permit in accordance with the criteria and development requirements of Section 220-65 of the Zoning Ordinance.

ZONING

The subject parcel is zoned B-1, Highway Service. Retail uses are permitted by right in the “B-1” Highway Service zoning district. Gasoline stations are permitted, subject to approval of a Special Land Use permit.

PARCEL SIZE

Approximately 2.34 acres

ZONING ON ADJACENT PARCELS

N B-1, Highway Service & “R-MD” Single Family Residential
S B-1, Highway Service
E B-1, Highway Service
W B-1, Highway Service

LAND USE ON ADJACENT PARCELS

N Vacant/Single Family Residential
S M-43/Meijer/McDonalds
E Rite Aid/Family Video
W Cedar Village Shopping Center

SPECIAL LAND USE PERMIT

Section 220-65 of the Zoning Ordinance permits gasoline stations in the “B-1” Highway Service district, subject to approval of a Special Land Use permit. Special Land Uses may be permitted by the City Council, after review by the Planning Commission, after a public hearing and upon such conditions as are imposed after finding that the use is not injurious to the district and environs; is not contrary to the spirit and purpose of this chapter; is not incompatible with already existing uses in the area; would not interfere with the orderly development of the area; and would not be detrimental to the safety or convenience of vehicular or pedestrian traffic. To ensure that that these evaluation criteria are met, the ordinance establishes the following minimum development standards:

1. Automobile service stations shall be subject to Article XVI, Schedule of Regulations. The service station building or buildings shall be set back 50 feet from all street right-of-way lines and in no case shall a service station building be located closer than 25 feet to any property line in a residential district.

The site plan demonstrates compliance with all setback and other dimensional requirements.

2. Gasoline station canopies shall comply with the requirements of § 220-90:
 - A. Such canopies shall remain unenclosed.
 - B. Cantilevered canopies may be no closer than 15 feet to a lot line or road right-of-way.
 - C. In no instance shall a pier or other supporting member be located within a required setback.
 - D. Such canopies shall not cover more than 25% of the zoning lot.

The site plan/building elevations demonstrate compliance with the above requirements. The canopy will be unenclosed, will be setback 29 feet from the S. Clinton Street front property line an 50 feet from the E. Saginaw Highway front property line and will cover less than 5% of the lot.

3. The requirements of § 220-74, Access management, shall apply. However, no more than two driveway approaches shall be permitted directly from any major thoroughfare and not more than one driveway approach from any minor street. In addition, a maximum of two drives may be permitted for interior parcels and three drives for corner parcels, subject to compliance with the spacing standards of § 220-74.

The site will be served by the 2 existing driveways, both of which provide access to the site directly from S. Clinton and E. Saginaw which are designated as major thoroughfares. The driveways comply with all requirements of Section 220-74, with the exception of the separation distance between the driveway on S. Clinton Street and the driveway on the parcel to the north. Staff is recommending approval of the driveway locations.

4. The automobile service station site shall have at least one property line on a major thoroughfare.

The site has frontage on S. Clinton Street and E. Saginaw Highway, both of which are designated as major thoroughfares.

5. If retail sales of convenience goods are conducted on the premises, parking for such uses shall be computed and provided separately for that use.

16 parking spaces are required for the convenience store and 14 parking spaces are required for the pump stations. 34 parking spaces are provided.

6. All equipment and activities associated with service station operations, except those in incidental use, such as air hoses, shall be kept within an enclosed building.

The available information demonstrates compliance with this condition.

SITE PLAN REVIEW

SITE DEVELOPMENT STANDARDS:

Article XVI of the Zoning Ordinance mandates the applicable site development requirements for the “B-1” Highway Service District.

GASOLINE STATION:

| Required/permittted: | Provided: |
|---|------------------|
| 50 foot front yard building setback (east) | 101 feet |
| 50 foot front yard building setback (south) | 134 feet |
| 25 foot rear yard building setback (north) | 172 +/- feet |
| 25 foot side yard building setback (west) | 275 +/- feet |
| 25 foot maximum building height | 24 feet |
| 10 foot parking lot setback | 15-19 feet |

RETAIL CENTER:

| Required/permittted: | Provided: |
|-------------------------------------|-------------------|
| 30 foot front yard building setback | 150+ feet |
| 20 foot rear yard building setback | 0 |
| 10 foot side yard building setback | 0 |
| 25 foot maximum building height | 24 feet, 4 inches |
| 10 foot parking lot setback | 2+ feet |

Site Plan Review/SLU – 720 S. Clinton Street

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The portion of the existing Family Fare building that will remain on the site does not comply with the required 20 foot rear yard setback or the required 10 foot side yard setback. The area in front of the existing building does not comply with the required 10 foot parking lot setback either. Since these are considered legal nonconformities by the standards of the Zoning Ordinance, however, no variances are necessary.

LANDSCAPING

Under the recently adopted amendments to the landscaping section of the Zoning Ordinance, 4 shrubs, with a minimum starting size of at least 24 inches in height and spread at the time of planting, are required for each 20 linear feet of buffer area along the road frontage. At least one (1) tree for each thirty (30) linear feet, or fraction of buffer area are also required.

The landscape plan demonstrates compliance with all requirements of Section 220-66 of the Zoning Ordinance.

WASTE RECEPTACLES

The dumpster enclosure details are shown on sheet 1 of the site plan package. The detail states: “masonry walls to match buildings”. Section 220-76 of the Zoning Ordinance requires that following with regard to dumpster enclosures:

“Waste receptacles shall be screened on all sides. Such screening shall be constructed of an earth mound, brick or decorative concrete block material with a minimum height of six feet or one foot above the height of the enclosed dumpster, whichever is greater. Access gates must provide screening and may be of wood construction.”

The proposed dumpster enclosures not only comply with the requirements of Section 220-76, they also include a pedestrian entrance as requested by the Planning Commission at the March 5, 2015 meeting.

EXTERIOR LIGHTING

A photometric plan demonstrating compliance with the provisions of Section 220-70 of the Zoning Ordinance has been provided.

PARKING LOT

70 parking spaces are required for the retail center and 30 parking spaces are required for the gasoline station. 75 parking spaces are provided for the retail center and 34 parking spaces are provided for the gas station. The dimensions of the parking lot/loading areas meet or exceed all requirements of Sections 220-57, 220-58 and 220-59 of the Zoning Ordinance. As a condition of approval, the parking lot in front of the retail center should line up directly with the parking spaces/drive aisles on the property to the west.

Site Plan Review/SLU – 720 S. Clinton Street

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BICYCLE PARKING

Section 220-57 of the Zoning Ordinance requires one bicycle rack that can support at least two bicycles in an upright position on each parcel of land. The site plan shows one bicycle rack directly north of the gas station building and one bicycle rack just east of the retail building.

STREETS AND ACCESS

Section 220-74 of the Zoning Ordinance requires a 230 foot separation between driveways and a minimum distance of 200 feet between driveways and intersecting streets. The proposal is to continue utilizing the 2 existing driveways on the site. The driveway on S. Clinton Street does not comply with the 230 foot separation between it and the driveway on the parcel to the north (former McDonalds site). The driveway on Saginaw exceeds the minimum separation requirement between it and the driveway to the west (Cedar Village Shopping Center). Both driveways comply with the required 200 foot distance from the M-43/M-100 intersection. Staff recommends that the Planning Commission accept the location of the driveways as proposed.

UTILITIES

The City Engineer and Public Service Director are in the process of reviewing the revised site plan.

SIGNS

The site plan shows two new monuments signs for the gas station and a pylon sign for the retail center. The retail building parcel is permitted one business center sign since it will contain more than one business/tenant. Business center signs cannot exceed 100 square feet in area, 25 feet in height and must have a 10 foot setback from the front property line. The gas station is permitted 2 monument signs (one facing Clinton and one facing Saginaw). Each sign must be setback at least 10 feet from the front property line (right-of-way line) and cannot exceed dimensions of 6 feet in height and 60 square feet in area.

STAFF RECOMMENDATIONS

The following motions are offered for the Commission's consideration:

“I move that the City of Grand Ledge Planning Commission recommend approval of the site plan, prepared by CESO, Inc., dated March 20, 2015 and revised on April 23, 2015, for a new gasoline station with related site improvements at 720 S. Clinton Street and conversion of part of the existing building at this location into a retail center, conditioned upon installation of a 6 inch curb along the west property line of the site, north of the retail building and compliance with the applicable items contained in the City Engineer's letter dated May , 2015, the Public Service Director's letter dated May , 2015 and the Fire Department letter dated February 19, 2015.”

Site Plan Review/SLU – 720 S. Clinton Street

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“I move that the City of Grand Ledge Planning Commission recommend approval of a Special Land Use permit for a gasoline station at 720 S. Clinton Street, as depicted on the site plan dated March 20, 2015 and revised on April 23, 2015, conditioned upon installation of a 6 inch curb along the west property line of the site, north of the retail building and compliance with the applicable items contained in the City Engineer’s letter dated May , 2015, the Public Service Director’s letter dated May , 2015 and the Fire Department letter dated February 19, 2015.”

Respectfully Submitted,

**Susan Stachowiak
Zoning Administrator**

PROPOSED LEGEND

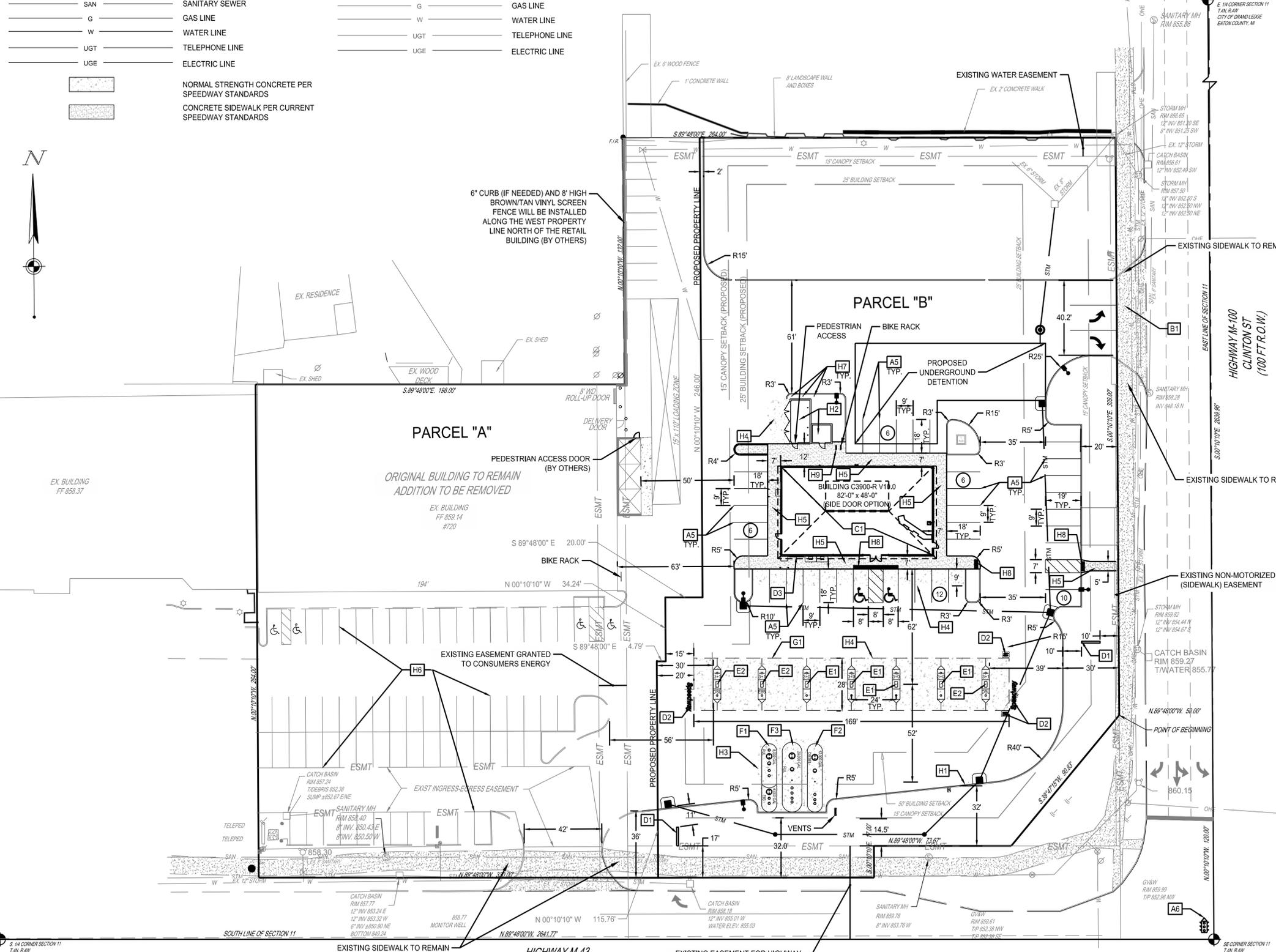
- X X X X X X X X X X --- PROPOSED CURB
- X X X X X X X X X X --- FENCE
- STM --- STORM SEWER
- SAN --- SANITARY SEWER
- G --- GAS LINE
- W --- WATER LINE
- UGT --- TELEPHONE LINE
- UGE --- ELECTRIC LINE



NORMAL STRENGTH CONCRETE PER SPEEDWAY STANDARDS
 CONCRETE SIDEWALK PER CURRENT SPEEDWAY STANDARDS

EXISTING LEGEND

- STM --- CURBING TO REMAIN
- SAN --- STORM SEWER
- G --- SANITARY SEWER
- W --- GAS LINE
- UGT --- WATER LINE
- UGE --- TELEPHONE LINE
- UGE --- ELECTRIC LINE



A. GENERAL NOTES

- GENERAL SCOPE OF WORK INCLUDES: BUILDING, CANOPY, FUEL TANKS, PIPING AND DISPENSERS AND PARKING.
- TRUCK TURNS HAVE BEEN PERFORMED ON THIS SITE TO CONFIRM LOCATION OF UST'S.
- FINAL DESIGN OF SITE SUBJECT TO LOCAL AND STATE REGULATIONS.
- EXISTING PROPERTY SIZE: 152,460 SQ. FT. / ±3.50 AC.
 PROPOSED PROPERTY SIZE:
 PARCEL A: ±64,904 SQ. FT. / ±1.49 AC
 PARCEL B: ±87,556 SQ. FT. / ±2.01 AC
 TOTAL ACREAGE: ±152,460 SQ. FT. / ±3.50 AC
- PROVIDED PARKING: (2) ADA PARKING SPACES AND (38) STANDARD PARKING SPACES.
- THE ADJACENT INTERSECTION IS SIGNALIZED.

B. SITE WORK

- EXISTING DRIVE APPROACH (MODIFIED).

C. BUILDING

- STANDARD #3900-R V10.0 BUILDING (SIDE DOOR OPTION).

D. EXTERIOR APPEARANCE & SIGNAGE

- (2) 60 SQ. FT GROUND MOUNT SIGNS.
- CANOPY SIGNAGE.
- READERBOARD.

E. DISPENSERS

- (4) 3+0 DISPENSERS, SUMPS, AND ISLANDS.
- (3) 3+1 DISPENSERS, SUMPS, AND ISLANDS.

F. UNDERGROUND STORAGE TANKS

- (1) 12,000 GALLON TANK FOR PREMIUM AND E-85.
- (1) 12,000 GALLON TANK OR DIESEL.
- (1) 20,000 GALLON TANK FOR UNLEADED.

G. CANOPY

- 28' x 169' (7) ISLAND AUTO CANOPY PER CURRENT STANDARDS.

H. YARD

- AIR ISLAND.
- TRASH ENCLOSURE AND BOTTLE RETURN BUILDING.
- CONCRETE TANK SLAB.
- CONCRETE PAVEMENT.
- CONCRETE SIDEWALK.
- PARKING FOR ADJACENT BUILDING AT SHARED ACCESS DRIVE (BY OTHERS).
- BOLLARD.
- ADA ACCESSIBLE RAMP WITH DETECTABLE WARNING SURFACE.
- BIKE RACKS.

I. ZONING, VARIANCE, SETBACKS, & PERMITS

- ZONING:**
- NORTH PROPERTY: B-1, HIGHWAY SERVICE & R-MD, SINGLE FAMILY RESIDENTIAL
 - EAST PROPERTY: B-1, HIGHWAY SERVICE
 - SOUTH PROPERTY: B-1, HIGHWAY SERVICE
 - WEST PROPERTY: B-1, HIGHWAY SERVICE

- SETBACK**
- BUILDING: 50' (FRONT), 25' (SIDE AND REAR)
 - CANOPY: 15' (FRONT, SIDE, AND REAR)
 - DUMPSTER: N/A
 - SIGNS: 10' (FRONT, SIDE, AND REAR)
 - TANKS: 25' (FRONT, SIDE, AND REAR)
 - PARKING: 10' (FRONT, SIDE, AND REAR)

- NOTES:**
- A VARIANCE WILL BE NEEDED FOR CANOPY SIGNAGE.
 - A VARIANCE FOR THE GROUND MOUNT SIGN HEIGHT WILL NEED TO BE OBTAINED.
 - A VARIANCE WILL NEED TO BE OBTAINED FROM THE LIGHTING RESTRICTIONS.
 - A PERMIT/APPROVAL WILL NEED TO BE OBTAINED FROM MDOT FOR WORK WITHIN THE RIGHT-OF-WAY ON M-100 (CLINTON STREET).
 - APPROVAL WILL BE NEEDED FROM MDOT REGARDING THE PROPOSED STORM SYSTEM.
 - PROPOSED UNDERGROUND DETENTION SYSTEM IS A PRELIMINARY DESIGN AND SUBJECT TO CHANGE BASED UPON FINAL DESIGN CRITERIA.



| NO. | DATE | REVISIONS |
|-----|----------|-------------------------------|
| 0 | 03/20/15 | ISSUED FOR PERMIT |
| 1 | 03/20/15 | REVISED PER COMMENTS FROM MDT |
| 2 | 03/20/15 | REVISED PER COMMENTS |

PLOT PLAN
NEW BUILD
 720 S CLINTON STREET
 EATON COUNTY
 GRAND LEDGE, MI

| | |
|--------------------|----------------------------------|
| STORE OR BLDG NO. | 100557 |
| VERSION OR ID NO. | 83761 |
| SCALE | 0 15 30 GRAPHIC SCALE IN FEET |
| DESIGN TEAM | DATE |
| DGNR. K.COOPER | 03/20/15 |
| PMGR. M.BERGMAN | 03/20/15 |
| RWR. N.HERSHBERGER | 03/20/15 |
| DRWS. NO. | 100557-CS |

NOTE: AS AN AID TO THE CONTRACTOR VARIOUS UTILITIES AND UNDERGROUND STRUCTURES ARE SHOWN ON THESE PLANS AND PROFILES. ALL INFORMATION CONCERNING ALL UTILITIES SHOWN ON THE PLANS AND PROFILES IS TAKEN FROM FIELD TOPO AND/OR AVAILABLE RECORDS. BUT THE OWNER AND ENGINEER DOES NOT GUARANTEE THEIR LOCATION/ELEVATION, OR THAT ADDITIONAL UNDERGROUND STRUCTURES OR UTILITIES MAY NOT BE ENCOUNTERED. IF THE CONTRACTOR DOES ENCOUNTER A PREVIOUSLY UNIDENTIFIED UTILITY AND/OR STRUCTURE, OR DETERMINES THAT ONE OF THE UTILITIES/STRUCTURES SHOWN ON THESE PLANS IS INCORRECTLY LOCATED, THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE OWNER AND ENGINEER FOR DIRECTION ON HOW TO PROCEED. THE CONTRACTOR WILL BE RESPONSIBLE FOR ALL DAMAGE TO EXISTING UTILITIES. NOTIFY "MISS DIG" AT 1-800-482-1171, 72 HOURS PRIOR TO THE START OF ANY CONSTRUCTION.

**BEFORE YOU DIG
 CALL MISS DIG
 1-800-482-1171**

**SURVEY PROVIDED BY
 MICKALICH ENGINEERING, INC.
 DATED: 02/13/15**

- NOTE:**
- EXISTING ON-SITE UTILITIES ARE TO BE REMOVED PRIOR TO START OF CONSTRUCTION UNLESS OTHERWISE SHOWN ON THIS PLAN.

Section 220-80, Site Plan Review

- A. Review and approval is required before a building permit may be issued for the construction of all structures and uses proposed in the City. Review and approval authority is as follows:
- (1) Administrative review and approval of a plot plan (see Article XXI, Administration and Enforcement) is required before a building permit may be issued for the following:
 - (a) A plot plan must be submitted for review and approval by the Zoning Administrator before issuance of a building permit by the Building Inspector for the construction of any single OR TWO-family dwelling.
 - (b) A plot plan must be submitted for review and approval by the Zoning Administrator prior to ~~receipt~~ ISSUANCE of a building permit for accessory structures and uses in any zoning district.
 - (c) A plot plan and necessary detail drawings must be submitted for review and approval by the Zoning Administrator before a permit will be issued for the erection or modification of a sign.
 - (d) A plot plan and necessary detail drawings must be SUBMITTED FOR reviewed AND APPROVAL by the Zoning Administrator prior to ~~receipt~~ ISSUANCE of a building permit for structural and maintenance changes which do not expand a use.
 - (e) Review and approval by the Zoning Administrator ~~and review and approval by the Zoning Board of Appeals~~ is required before a permit may be issued for any temporary structure or use.
 - (2) Review and approval by the Planning Commission is required before a building permit or certificate of occupancy may be issued for any of the following:
 - (a) Any building or use, authorized in any zoning district other than those items listed in Subsection A(1) above.
 - (b) Any building or use in any district permitted subject to special conditions, OR SPECIAL LAND USE OTHER THAN THOSE ITEMS LISTED IN SUBSECTION A(1) ABOVE ~~unless otherwise provided for in this chapter.~~
 - ~~(3) Review and approval by the City Council, after review and recommendation by the Planning Commission, is required before a building permit may be issued for any special use.~~
 - (3 4) The Zoning Administrator can, at his or her discretion, require review and recommendation by the Planning Commission of any item that would be otherwise approved administratively.

B. Site plans are to be reviewed in order to determine:

- (1) That the proposed use conforms to the uses permitted either by right, SPECIAL CONDITIONS or by special use permit in the respective zoning district.
- (2) That the dimensional arrangement of the SITE ~~buildings and structures~~ conforms to the required yard, setback, ~~and height restrictions of this chapter.~~, AREA, BULK, AND SITE DEVELOPMENT REQUIREMENTS SET FORTH IN THIS ORDINANCE.
- (3) ~~The proposed use conforms to all use, area and bulk, and site development requirements set forth in this chapter for particular zoning districts.~~
- (4) That there is a proper relationship between the existing and proposed streets ~~and highways within the vicinity~~ in order to assure the safety and convenience of pedestrian and vehicular traffic AND ACCESSIBILITY TO EMERGENCY VEHICLES.
- (5) That the DESIGN, LOCATION, ARCHITECTURE AND FENESTRATION OF THE proposed ~~on-site~~ buildings, AND structures AS WELL AS THE LOCATION OF ALL WASTE RECEPTACLE ENCLOSURES, FENCES, PATIOS, PARKING, DRIVEWAYS, STORM DRAINAGE FACILITIES, GRADING, INTERIOR/EXTERIOR LIGHTING, LANDSCAPE, SCREENING, BUFFERING AND ALL OTHER FEATURES OF THE SITE ~~and entryways~~ are situated and designed to minimize adverse effects upon owners and occupants of adjacent and surrounding properties. ~~by providing for adequate LANDSCAPE, SCREENING AND BUFFERING AND PROPER design of access\egress, interior\exterior circulation, storm drainage, erosion, grading, lighting and parking, as specified by this Zoning Chapter or any city, county or state law.~~
- (6) That as many natural features of the ~~landscape~~ SITE shall be PRESERVED ~~retained as possible~~ where they can be useful to the development on the site, ~~or where they furnish a barrier or buffer between the project and adjoining properties used for dissimilar purposes or where preserving NATURAL FEATURES CONTRIBUTES TO the general safety, health and appearance of the neighborhood~~-AREA, i.e., controlling erosion or the discharge of stormwaters, etc.
- (7) That any adverse effects of the proposed developments and activities emanating therefrom upon adjoining residents or owners shall be minimized by appropriate SITE DESIGN, BUILDING ARCHITECTURE, screening, fencing or landscaping.
- (8) That all buildings and structures are accessible to emergency vehicles.
- (9) That the site plan, as approved, is consistent with the intent and purpose of zoning which is to promote the public health, safety and general welfare to encourage the use of lands in accordance with their character and adaptability; to avoid the overcrowding of population, to lessen congestion on the public roads and streets, to reduce hazards of life and property and to facilitate the City Future Land Use Plan.

- C. All site plans required to be reviewed by the Planning Commission or City Council shall be submitted to the Zoning Administrator along with a brief statement or description of the project and intended uses. Any covenants, master deeds, deed restrictions, restrictive covenants, use and occupancy restrictions or joint parking agreements which may affect all or any part of the parcel shall also be submitted.
- D. Site plans must be prepared by a licensed engineer, registered architect, licensed surveyor, or landscape architect. Each site plan shall include the following information:
 - (1) Basic plan requirements.
 - (a) Site plans shall be drawn to a scale of not less than one inch equals 50 feet if the subject property is less than three acres and one inch equals 100 feet if three acres or more.
 - (b) The name of the proposed development shall be clearly shown on the plan.
 - (c) The plan shall include the date, north point and scale. A location map drawn to a scale of no less than one inch equals 2,000 feet shall be included on the plan.
 - (d) A copy of the legal description, including acreage, shall be included on the plan.
 - (e) The applicant's name, address and phone number or the names and addresses of the person responsible for the preparation of the site plan. If the applicant is not the owner of the project a statement signed by the owner shall be submitted attesting that the applicant is acting on behalf of the owner. In addition the name, address and phone number of all persons, firms or corporations with an ownership interest in the land shall be submitted.
 - (f) ~~20~~ 18 folded copies of the site plan shall be submitted.
 - (2) Specific information:
 - (a) Existing and proposed lot lines and dimensions of the site including width, length and frontage.
 - (b) Acreage of site inclusive and exclusive of road rights-of-way.
 - (c) Existing and proposed buildings.
 - (d) Required and proposed setbacks must be dimensioned on the plan.
 - (e) The existing zoning of the site and the zoning of all abutting parcels.
 - (f) Driveways, sidewalks, paths, parking spaces and aisles, loading and unloading areas, fire lanes, acceleration and deceleration lanes, traffic control devices

including dimensions, materials and radii. In addition, the plan must show the location and right-of-way widths of all abutting streets and alleys.

- (g) The size and location of all proposed signs including regulatory and directional signs.
 - (h) The height, materials and location of all fences, walls and berms.
 - (i) The location, height and shielding mechanisms for any proposed outdoor lighting.
 - (j) The location, size, shape, area and width of all condominium units.
 - (k) A count of all proposed dwelling units and detailed floor plans shall be submitted for all multiple-family dwellings.
 - (l) The use and location of any structures on adjacent properties within 50 feet of the parcel.
 - (m) The boundary of any one-hundred-year floodplain on or abutting the property.
 - (n) The location of any state-regulated wetland on site or within 20 feet of the site.
 - (o) Existing and proposed topographic contours on site and within 20 feet of the site at two-foot intervals, referenced to a USGS or NGVD benchmark.
 - (p) Grades at building corners and floor and roof elevations.
 - (q) The height of all proposed buildings and structures must be noted on the plan.
 - (r) Elevation drawings of the proposed building faces.
 - (s) Floor plans.
 - (t) The location and screening details of waste receptacles. Turning radii shall be shown on the plan to assure that the waste receptacle is located in a manner that will allow access by service vehicles.
 - (u) The names of existing and proposed streets both on site and abutting the site.
- (3) Landscape information. A landscape plan shall accompany each site plan. Such landscape plan shall be drawn in accordance with § 220-66, Landscaping.
- (4) Engineering details. The inclusion of the following information is intended to identify potential discrepancies between planning and engineering objectives. Additional engineering information may be required following site plan approval.

- (a) The use of City water and sewer services is required. The location of all existing and proposed utilities including but not limited to water lines, valves, hydrants, storm and sanitary sewer lines together with clear delineation of all easements to be granted to the City or others for installation, repair and maintenance of such utilities.
 - (b) A storm drainage and stormwater management plan, including all conduits, swales, drains, detention basins and other facilities to be located within or outside the site plan shall be submitted.
- (5) Such other information as may be required by the Zoning Administrator or approval bodies to assure compliance with this chapter and other City ordinances.
 - (6) All information required to be furnished pursuant to this section shall be kept updated until such time as a certificate of occupancy has been issued pursuant to the provisions of this chapter.

E. Conditional approval.

- (1) Reasonable conditions may be required with the approval of a site plan. The conditions may include but are not limited to conditions necessary to insure that public services and facilities affected by a proposed land use or activity will be capable of accommodating increased service and facility loads caused by the land use or activity, to protect the natural environment and conserve natural resources and energy, to insure compatibility with adjacent uses of land, and to promote the use of land in a socially and economically desirable manner. Conditions imposed shall meet all of the following requirements:
 - (a) Be designed to protect natural resources, the health, safety and welfare and the social and economic well-being of those who will use the land use or activity under consideration, residents and landowners immediately adjacent to the proposed land use or activity, and the community as a whole.
 - (b) Be related to the valid exercise of the police power and purposes which are affected by the proposed use of activity.
 - (c) Be necessary to meet the intent and purpose of this Zoning Chapter, be related to the standards established in this chapter for the land use or activity under consideration, and be necessary to insure compliance with those standards.
- (2) The conditions imposed with respect to the approval of a site plan shall be recorded in the record of the approval action and shall remain unchanged except upon the mutual consent of the designated site plan approval body and the property owner. A record of conditions which are changed and shall be maintained by the designated site plan approval body ZONING ADMINISTRATOR.

- (3) Upon approval of the plan, the designated site plan approval body shall sign three copies thereof. Two copies shall be kept by the City, and the third shall be returned to the applicant. All subsequent actions relating to the activity authorized by the approved site plan shall be consistent with the plan unless a change conforming with this Zoning Chapter is supported by mutual agreement between the property owner and the designated site plan approval body.
- F. A copy of the approved site plan and all revised approved site plans shall be so marked and placed on file, along with copies of any and all permits requested for the property in question. Revision of approved site plans can be made only by the designated body or officials who first gave initial approval. All provisions of a condominium subdivision plan which are approved in the site plan review process shall be incorporated into the master deed.
- G. Property which is the subject of site plan approval must be developed in strict compliance with the approved site plan and with any revisions, amendments or modifications made thereto. If construction and development does not conform with such approved plan, the approval thereof shall be revoked by the Zoning Administrator by written notice of such revocation posted upon the premises involved and mailed to developer at his last known address. Upon revocation of such approval, all further construction activities shall cease upon the site, other than for the purpose of correcting the violation.
- H. Fees for the review of site plans and inspections, as required in this section, shall be established, and may be amended from time to time, by resolution of the City Council.
- I. The approval of any site plan under this provision shall expire one year after the date of such approval, unless actual construction and development have been commenced in accordance with said site plan prior thereto. If such construction and development is commenced within said one year period, then such approval shall continue for a period of two years from the date thereof; provided, however, that should a lapse of more than six months in continuous substantial construction and development not occur, said approval shall expire. The Building Inspector shall not issue a building permit for any type of construction on the basis of the approved site plan after such approval has expired. Funds in escrow will be returned upon expiration of a site plan or completion of the project in a manner suitable to the building inspector.

Chapter 220. ZONING

Article V. R-LD, R-MD: One-Family Residential Districts

§ 220-10. Purpose.

The R-LD and R-MD Single-Family Residential Districts are designed to be the most restrictive of the residential districts. The intent is to provide for an environment of predominantly one-family detached dwellings of varying densities along with other residentially related facilities which serve the residents in the district.

§ 220-11. Principal uses permitted.

In an R-LD or R-MD District, no building or land shall be used and no building shall be erected except for one or more of the following specified uses unless otherwise provided in this chapter:

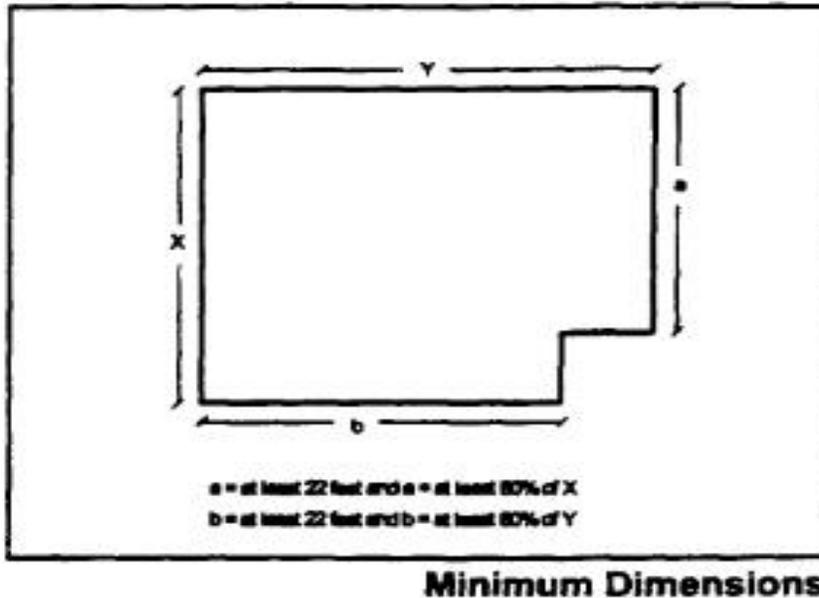
- A. Site-built one-family detached dwelling units.
- B. Foster care homes for the care and ~~keeping~~ HOUSING of up to six persons.
- C. Publicly owned and operated buildings, libraries and recreational facilities.
- D. Private recreation and conservation areas such as but not limited to those commonly developed using the open space option or cluster option of this chapter.
- E. Temporary buildings for use incidental to construction work for a period not to exceed one year.
- F. Accessory buildings, structures and uses customarily incidentAL to any principal use permitted.

§ 220-12. Principal uses permitted subject to special conditions.

The following uses shall be permitted subject to the conditions hereinafter imposed for each use:

- A. Manufactured one-family dwelling units subject to the following provisions:
 - (1) Principal buildings and accessory structures shall conform to all applicable City codes and ordinances.
 - (2) Such dwellings shall be permanently attached to a permanent foundation constructed on the site in accordance with the City of Grand Ledge Building Code. *Editor's Note: See Ch. 66, Building Construction.*
In instances where the applicant elects to set the dwelling on piers or other acceptable foundations which are not at the perimeter of the dwelling, a perimeter wall shall also be constructed. Any such perimeter wall shall be constructed of durable materials and shall also meet local requirements with respect to materials, construction and necessary foundation. Any such wall shall also provide an appearance which is compatible with the dwelling and with site-built homes in the area.
 - (3) Such dwellings shall provide a minimum width and depth of at least 22 feet over 80% of any such width or depth dimension.80% of any such width or depth dimension.

- (4) Such dwellings shall have an overhang or eave as required by the Building Code of residential dwellings or similar to the site-built dwelling units on adjacent properties or in the surrounding residential neighborhood in the residential district.



- (5) Such dwellings shall be provided with exterior finish materials similar to the site-built dwelling units on adjacent properties or in the surrounding residential neighborhoods.
- (6) Such dwellings shall have a roof design and roofing materials similar to the site-built dwelling units on adjacent properties or in the surrounding residential neighborhood.
- (7) Such dwellings shall have an exterior building wall configuration which represents an average width-to-depth or depth-to-width ratio which does not exceed three to one or is in reasonable conformity with the configuration of site-built dwelling units on adjacent properties or in the surrounding residential neighborhood in the residential district.
- (8) All portions of any hitches or other transporting devices which extend beyond the vertical plane formed by the outer sidewalls of the dwelling shall be removed to a point where they will be totally obscured by a perimeter foundation or finished exterior wall.
- (9) The dwelling shall contain storage area in a basement located under the dwelling, in an attic area, in closet areas or in a separate structure of standard construction, similar in appearance to the principal building. Such storage area shall be a minimum of 10% of the minimum required floor area as noted in Article XVI, Schedule of Regulations.
- (10) Proposals for manufactured one-family detached dwelling units shall follow the procedures set forth below:
- (a) Applications to permit manufactured one-family detached dwelling units shall be submitted to the Zoning Administrator who may require the

applicant to furnish such plans, photographs, elevations, and similar documentation as deemed necessary to permit a complete review and evaluation of the proposal. [Amended 6-24-2002 by Ord. No. 480]

- (b) In reviewing any such proposed dwelling unit with respect to Subsection A(1) through (9) above, architectural variation shall not be discouraged but reasonable compatibility with the character of residential dwelling units shall be provided, thereby protecting the economic welfare and property value of surrounding residential areas and of the City at large.
- (c) Should the Zoning Administrator find that any such dwelling unit does not conform with all of the above conditions and standards, the proposal shall be denied. The applicant may appeal the Zoning Administrator's decision by requesting a public hearing before the Planning Commission. Notice of such hearing shall be given in accordance with § 220-107, Notice of public hearings. Thereafter, the Planning Commission shall take final action. [Amended 6-24-2002 by Ord. No. 480]

B. Churches and other facilities normally incidental thereto, provided that the following conditions be met:

- (1) The site shall contain a minimum area of one acre of land. In addition, 1/2 acre shall be provided per 100 seats in the main auditorium.
- (2) No building shall be closer than 50 feet to any property line.
- (3) Access shall be in accordance with § 220-77, Access to major or collector thoroughfare.

C. Public, parochial and private elementary, intermediate or high schools offering courses in general education which may or may not be operated for profit upon the following conditions:

- (1) The site shall contain a minimum area of one acre of land.
- (2) No building shall be closer than 50 feet to any property line.
- (3) Access shall be provided in accordance with § 220-77, Access to major or collector thoroughfare. Editor's Note: Original Section 504(4), regarding adult foster care homes, which immediately followed this subsection, was repealed 3-27-2000 by Ord. No. 454.

D. Child-care centers, subject to the following conditions:
[Amended 10-27-2003 by Ord. No. 490]

- (1) The site shall contain a minimum of 1/2 acre.
- (2) The outdoor play space shall have a total minimum area of not less than 1,200 square feet for up to six children.
- (3) There shall be provided and maintained an additional area of 100 square feet of outdoor play space for each child licensed in the facility in excess of six. Such space is not permitted in a required front yard or required side yard when such side yard abuts a street.
- (4) Such use shall not be permitted on a zoning lot where both side lot lines are also the side lot lines of lots which are both zoned single-family residential and

occupied by existing single-family detached dwellings. The use may be located on a lot that is bordered on one side by a house but not both sides.

- (5) All play areas shall be fenced IN ACCORDANCE WITH THE REQUIREMENTS OF SECTION 220-68. Such fence shall be a minimum of five feet in height.
 - (6) Play areas shall be screened from adjacent residential areas with a suitable SCREEN fence, landscaping or some combination thereof.
 - (7) Access shall be provided in accordance with § 220 77, Access to major or collector thoroughfare.
- E. Golf courses, not including driving ranges or miniature golf courses, which may or may not be operated for profit subject to the following conditions:
- (1) Buildings, outdoor swimming pools, tennis courts or similar concentrated recreation use areas (not including tees, fairways or greens) shall have setbacks of not less than 100 feet.
 - (2) The site shall contain a minimum of 20 acres of land.
 - (3) Access shall be in accordance with § 220-77, Access to major or collector thoroughfare.
- F. Public utility buildings, telephone exchange buildings, electric transformer stations and substations and gas regulator stations when operating requirements necessitate locating within the district in order to serve the immediate vicinity, provided that:
- (1) Access shall be in accordance with § 220-77, Access to major or collector thoroughfare. However, the Planning Commission may waive this requirement when it can be shown that operating requirements necessitate the location within the district in order to serve the immediate vicinity.
 - (2) Setbacks for all buildings or structures shall not be less than 40 feet.
 - (3) All buildings, structures and mechanical equipment shall be screened from view from abutting streets or properties in accordance with § 220-67, Walls and berms.
 - (4) The Planning Commission may require supplemental landscaping to provide screening from residential areas or to assure that the site will negatively impact its surroundings.
 - (5) A hearing shall be held in accordance with § 220-107, Notice of public hearings.
- G. Public or private cemeteries subject to the following conditions:
- (1) The site shall contain a minimum of 20 acres of land.
 - (2) No building shall be closer than 50 feet from any abutting residentially zoned property line.
 - (3) Access shall be in accordance with § 220-77, Access to major or collector thoroughfare.
- H. Roadside stands for the sale of products grown on the premises upon which the stand is located is permitted as an accessory use provided that the following conditions are met:

- (1) Contiguous space for the parking of customers vehicles is furnished ~~off the public right-of-way~~ at a ratio of one space for each 45 square feet of roadside stand floor area. ~~and that~~ Such parking be located a minimum of 10 feet from the road right-of-way LINE.
- (2) Access shall be in accordance with § 220-77, Access to major or collector thoroughfare.
- ~~(3) A temporary use permit shall be obtained from the City.~~

§ 220-13. Accessory uses permitted subject to special conditions.

The following uses shall be permitted in single-family residential districts, subject to the conditions hereinafter imposed for each use:

A. Bed-and-breakfast facilities, provided that:

- (1) The rooms utilized are a part of the principal residential use, and not specifically constructed for rental purposes.
- (2) The bed-and-breakfast facility does not require any internal or external alterations or construction features, equipment or outdoor storage not customary in residential areas and does not change the character of the dwelling.
- (3) The principal use is a one-family residential dwelling and is owner-occupied at all times.
- (4) Sufficient off-street parking is provided in addition to that required by Article XVII, Off-Street Parking and Loading Requirements, for residential purposes, at the rate of one space per leasable room.
- (5) Signage shall be architecturally compatible with the home. One non-illuminated nameplate, not more than one square foot in area, may be attached to the building which shall contain only the name and occupation of the resident of the premises.

B. State-licensed family day-care homes are permitted after review and approval by the Zoning Administrator, PROVIDED THE LICENSEE OF THE DAY CARE HOME OCCUPIES THE DWELLING AS HIS OR HER RESIDENCE. [Amended 7-27-1998 by Ord. No. 442-98.2]

- (1) The licensee shall occupy the dwelling as a residence.
- (2) One nonilluminated nameplate, not more than one square foot in area, may be attached to the building which shall contain only the name and occupation of the resident of the premises.

~~C. State-licensed group day-care homes are permitted after review and approval by the Zoning Administrator, subject to the following conditions: [Amended 7-27-1998 by Ord. No. 442-98.2]~~

- ~~(1) The licensee shall occupy the dwelling as a residence.~~
- ~~(2) One non-illuminated nameplate, not more than one square foot in area may be attached to the building which shall contain only the name and occupation of the resident of the premises.~~
- ~~(3) Group day-care homes must be located on a major or secondary thoroughfare.~~

~~————(4) Backing of vehicles directly onto a thoroughfare shall not be permitted.~~

D C. Home occupations as defined in § 220-4, Definitions, may be permitted after review by the Zoning Administrator provided that:

- (1) No more than 1/4 of the usable floor area of a residence may be devoted to a home occupation. If more than 1/4 of the usable floor area is devoted to the business, such business will be considered the principal use and, thus, illegal in a residential district.
- (2) The home occupation shall not require any internal or external alterations or construction features, equipment, vehicles or outdoor storage not customary in residential areas and does not change the character of the dwelling.
- (3) The home occupation is conducted entirely within the dwelling and shall be conducted so as to not be noticeable from the exterior of the dwelling.
- (4) AUTOMOTIVE REPAIR ON VEHICLES NOT OWNED BY A PERSON RESIDING ON THE PREMISES IS NOT PERMITTED AS A HOME OCCUPATION.
- (4 5) Other than residents of the dwelling unit, no more than one employee may be located on the premises.
- (5 6) Signage is not permitted.
- (6 7) A home occupation shall not generate an unduly burdensome amount of traffic for the general area in which it is located. In general, visitation by clients shall be an infrequent and irregular event.
- (7 8) Nuisance factors, as defined by this chapter, shall be prohibited.
- (8 9) A lawfully established home occupation shall lose its right to operate should it no longer meet the conditions outlined above or stipulated by the Zoning Board of Appeals.
- (9 10) In cases where the Zoning Administrator finds that an existing or proposed home occupation does not meet the above criteria the Zoning Board of Appeals may grant an exception to any of the above standards. In such cases, the Zoning Board of Appeals may eliminate or modify any of the existing standards or may apply new standards altogether to assure that a use permitted by exception will be in character with its surroundings and will in general not be a nuisance or result in nuisance factors.

§ 220-14. Required conditions.

[Amended 1-8-2001 by Ord. No. 462]

- A. Compliance with Article XVI, Schedule of Regulations, limiting the height and bulk of buildings, the minimum size of lot permitted by land use, the maximum density permitted and minimum yard setback requirements.
- B. New single-family buildings shall have an appearance that is non-obtrusive and consistent in color, materials, roofline and architecture with the residential district in which it is located.

§ 220-15. Subdivision open space plat.

- A. The purpose of a subdivision open space plat is to promote the preservation of open space while allowing a reduction in lot sizes and maintaining the density of population. In reviewing a subdivision open space plat, the Planning Commission shall consider the following objectives:
- (1) To provide a more desirable living environment by preserving the natural character of open fields, stands of trees, brooks, hills and similar natural assets.
 - (2) To encourage developers to use a more creative approach in the development of residential areas.
 - (3) To encourage a more efficient, aesthetic and desirable use of open area while recognizing a reduction in developing costs and by allowing the developer to bypass natural features on the site.
 - (4) To encourage the provision of open space within reasonable distance of all lot development of the subdivision and to further encourage the development of recreational facilities or preservation of natural environmental assets.
- B. Modifications of the standards as outlined in Article XVI, Schedule of Regulations, may be made in the R-LD Districts when the following conditions are met:
- (1) Lot dimensions may be reduced provided that the number of residential lots shall be no greater than if the land area to be subdivided was developed in the minimum square foot lot areas as required for the R-LD District under Article XVI, Schedule of Regulations.
 - (2) Lot widths may be reduced from a minimum width of 80 feet to a minimum of 70 feet.
 - (3) Lot depths shall not be less than 140 feet except as otherwise provided in this chapter.
 - (4) Minimum front setbacks may be reduced from 35 feet to 30 feet.
 - (5) Lot depths may be reduced to not less than 120 feet when such lots border on land dedicated to the common use of the subdivision as indicated in Subsection C below:
 - (6) Rear yards may be reduced to not less than 30 feet when rear yards border on land dedicated to the common use of the subdivision as indicated in Subsection C below.
- C. For each square foot of land gained under the provisions of Subsection B within a residential subdivision through the reduction of lot sizes below the minimum requirements as outlined in Article XVI, Schedule of Regulations, equal amounts of land shall be dedicated to the common use of the lot owners in the subdivision in a manner approved by the City.
- D. Access shall be provided to areas dedicated for the common use of the subdivision for those lots not bordering on such dedicated areas by means of streets, parkways or pedestrian access-ways. The open space for pedestrian access-ways shall be no less than 20 feet in width.

- E. Under this subdivision open space plat approach, the proprietor shall dedicate sufficient park area so that each final plat is within maximum density requirements; provided, however, that the entire park area within a single block shall be dedicated as a whole.
- F. Application for approval of the subdivision open space plat shall be submitted at the time of submission of the preliminary plat for approval as required by Chapter 182, Subdivision of Land, of the Code of the City of Grand Ledge.

§ 220-16. One-family clustering option.

A. Intent.

- (1) The intent of this section is to permit the development of one-family residential patterns which, through design innovations, will provide for an alternative means for development of single-family areas where a parcel of land has characteristics which hinder practical development under the normal subdivision approach or where the alternative will permit better preservation of natural features. Also, this option may permit increased densities under certain circumstances. To accomplish this, modifications to the one-family residential standards, as outlined in Article XVI, Schedule of Regulations, of this chapter, may be permitted in the R-LD Districts.
- (2) In the R-LD Districts, the requirements of Article XVI, Schedule of Regulations, of this chapter may be waived and the attaching of one-family dwelling units may be permitted subject to the standards of this section.

B. Conditions for qualification.

- (1) Qualification for the cluster option shall be based on two findings by the Planning Commission with final density dependent upon whether or not the site qualifies under both findings.
 - (a) First, the Planning Commission shall find that the parcel will qualify for the cluster development option as defined in Subsection B(2)(a) through (g) below. Development would be at the single-family densities as permitted in Subsection C(1) below. This finding must be made in all cases.
 - (b) Second, the Planning Commission may additionally find that the parcel is located in a transition area or is impacted by nonresidential uses or traffic on major or secondary thoroughfares or other similar conditions. If the Planning Commission makes such a finding, it may permit an increase in density up to the maximum densities established in Subsection C(2).
- (2) The Planning Commission may approve the clustering or attaching of buildings on parcels of land under single ownership and control which, in the opinion of the Planning Commission, have characteristics that would make sound physical development under the normal subdivision approach impractical because of parcel size, shape or dimension or because the site is located in a transitional use area or the site has natural characteristics which are worth preserving or which make

platting difficult. In approving a parcel for cluster development, the Planning Commission shall find at least one of the following conditions to exist:

- (a) The parcel to be developed has frontage on a major or secondary thoroughfare and is generally parallel to said Thoroughfare and is of shallow depth as measured from the thoroughfare.
 - (b) The parcel has frontage on a major or secondary thoroughfare and is of a narrow width, as measured along the thoroughfare, which makes platting difficult.
 - (c) A substantial portion of the parcel's perimeter is bordered by a major thoroughfare which would result in a substantial proportion of the lots of the development abutting the major thoroughfare.
 - (d) A substantial portion of the parcel's perimeter is bordered by land that is zoned other than single-family residential or is developed for a use other than one-family homes.
 - (e) The parcel is shaped in such a way that the angles formed by its boundaries make a subdivision difficult to achieve and the parcel has frontage on a major or secondary thoroughfare.
 - (f) The parcel contains a floodplain or soil conditions which result in a substantial portion of the total area of the parcel being unbuildable.
 - (g) The parcel contains natural assets which would be preserved through the use of cluster development. Such assets may include natural stands of large trees, land which serves as a natural habitat for wildlife, unusual topographic features or other natural assets which should be preserved.
- (3) In order to qualify a parcel for development under Subsection B(1)(f) and (g) above, the Planning Commission shall determine that the parcel has those characteristics and the request shall be supported by written or graphic documentation, prepared by a landscape architect, engineer, professional community planner, registered architect or environmental design professional. Such documentation shall include the following as appropriate: soil test borings, floodplain map, topographic map of maximum two-foot contour interval, inventory of natural assets.
- (4) This option shall not apply to those parcels of land which have been split for the specific purpose of coming within the requirements of this cluster option section.

C. Permitted densities. In a cluster development, the maximum density permitted shall be as follows (including streets and road rights-of-way):

- (1) For those parcels qualifying under Subsection A(1)(e) through (g), the density permitted is 2.5 units per acre.
- (2) For those parcels qualifying under Subsection A(1)(a) through (d), an increase in density may be permitted by the Planning Commission up to 3.7 units per acre.
- (3) Water areas within the parcel may be included in the computation of density provided that land adjacent to the water is substantially developed as open space.

- (4) In those instances where increased densities may be permitted under Subsection C(2) above, the Planning Commission must find that such increased density does not result in the destruction or total removal of the natural features.

D. Development standards and requirements. On parcels meeting the criteria of Subsection B(1) above, the minimum yard setbacks, heights and minimum lot sizes per unit as required by Article XVI, Schedule of Regulations, may be waived and the attaching of dwelling units may be accomplished subject to the following:

- (1) The attaching of one-family dwelling units, one to another, may be permitted when said homes are attached by means of one of the following:
 - (a) Through a common party wall forming interior room space which does not have over 75% of its length in common with an abutting dwelling wall, including garage.
 - (b) By means of an architectural wall detail which does not form interior room space.
 - (c) Through common garage party walls of adjacent structures.
 - (d) No other common party wall relationship is permitted and the number of units attached in this manner shall not exceed three. This number may be increased to four if, in the opinion of the Planning Commission, greater preservation of natural assets would result.
- (2) Yard requirements shall be provided as follows:
 - (a) Spacing between groups of attached buildings or between groups of four unattached buildings shall be equal to at least 25 feet, measured between the nearest points of adjacent buildings. The minimum distance between detached units within groups of four shall be 15 feet, unless there is a corner to corner relationship in which case the minimum may be reduced to 10 feet.
 - (b) It is intended that setbacks for each dwelling shall be such that one car length space will be available between the garage or required off-street parking spaces and the street pavement. Setbacks from minor residential streets should follow the guidelines below:
 - [1] Garages or required off-street parking spaces shall not be located less than 20 feet from the right-of-way of a public street.
 - [2] Where streets are private, required off-street parking spaces shall not be located less than 30 feet from the pavement edge of the street.
 - (c) That side of a cluster adjacent to a major or secondary thoroughfare shall not be nearer than 25 feet to said road right-of-way.
 - (d) Any side of a cluster adjacent to a private road shall not be nearer to said road than 20 feet.

- (3) The area in open space (including subdivision recreation areas and water) accomplished through the use of one-family cluster shall represent at least 15% of the horizontal development area of a one-family cluster development.
- (4) In order to provide an orderly transition of density, where the parcel proposed for use as a cluster development abuts a one-family residential district, the Planning Commission shall determine that the abutting one-family district is effectively buffered by means of one of the following within the cluster development:
 - (a) Single-family lots subject to the standards of the R-MD District as specified in Article XVI, Schedule of Regulations.
 - (b) Detached buildings with setbacks as required by Article XVI, Schedule of Regulations, for the applicable residential district.
 - (c) Open or recreation space with a minimum depth of 50 feet.
 - (d) Changes in topography which provide an effective buffer.
 - (e) A major or secondary thoroughfare.
 - (f) Some other similar effective means of providing a transition that is acceptable to the Planning Commission.
 - (g) In those instances where the parcel has been qualified for the cluster option under Subsection B(2)(a) or where the adjoining land may be used for purposes other than detached one-family dwellings, the Planning Commission may approve a plan in which the units are attached if the parcel is too small to provide the transition and the greatest setback possible is provided.

E. Procedures.

- (1) In making application for approval under this section, the applicant shall file a sworn statement that the parcel has not been split for the purpose of coming within the requirements of this option, and shall further file a sworn statement indicating the date of acquisition of the parcel by the present owner.
- (2) Qualification for cluster development:
 - (a) Application to the Planning Commission for qualification of a parcel for cluster development shall include documentation substantiating one or more of the characteristics outlined in Subsection B above, Conditions for qualification.
 - (b) As an initial step, the applicant may ask the Planning Commission to make a preliminary determination as to whether or not a parcel qualifies for the cluster option under one or both of the provisions of Subsection B(1) above, based upon the documentation submitted.
 - (c) A preliminary determination by the Planning Commission that a parcel qualifies for cluster development does not assure approval of the site plan and, therefore, does not approve the cluster option. It does, however, give an initial indication as to whether or not a petitioner should proceed to prepare a site plan.
 - (d) The applicant may submit a site plan, as follows, if a preliminary determination is not sought.

- (3) Site plan and cluster approval.
- (a) The Planning Commission shall hold a public hearing on the site plan after an initial review of a preliminary plan which shall not require a public hearing.
 - (b) In submitting a proposed layout under this section, the sponsor of the development shall include, along with the site plan, the following:
 - [1] Typical building elevations and floor plans, topography drawn at one-foot contour intervals, all computations relative to acreage and density, a preliminary grading plan, and any other details which will assist in reviewing the proposed plan.
 - [2] An accurate tree survey indicating the location of all trees on the site of eight-inch DBH or greater. Such survey shall be at the same scale as the site plan.
 - (c) Site plans submitted under this option shall be accompanied by information as required by Chapter 182, Subdivision of Land, of the Code of the City of Grand Ledge, provided, however, that:
 - [1] Submission of an open space plan and cost estimates with the preliminary site plan shall be at the option of the applicant.
 - [2] The open space plan and cost estimate shall be submitted prior to final review or the public hearing.
 - (d) The Planning Commission shall give notice of the public hearing in accordance with § 220-107, Notice of public hearings.
 - (e) If the Planning Commission is satisfied that the proposal meets the letter and spirit of the Zoning Ordinance and should be approved, it shall give tentative approval with the conditions upon which such approval should be based. If the Planning Commission is not satisfied that the proposal meets the letter and spirit of this Zoning Chapter, or finds that approval of the proposal would be detrimental to existing development in the general area and should not be approved, it shall record the reasons therefor in the minutes of the Planning Commission meeting. Notice of approval or disapproval of the proposal together with copies of the proposal with copies of all layouts and other relevant information shall be forwarded to the City Clerk. If the proposal has been approved by the Planning Commission, the Clerk shall place the matter upon the agenda of the City Council. If disapproved, the applicant shall be entitled to a public hearing before the City Council, if requested in writing within 30 days after action by the Planning Commission.
 - (f) If the City Council approves the plans, it shall instruct the City Attorney to prepare a contract, setting forth the conditions upon which such approval is based, which contract, after approval by the City Council, shall be

entered into between the City and the applicant prior to the issuance of a building permit for any construction in accordance with site plans.

- (g) As a condition for the approval of the site plan and open space plan by the City Council, the applicant shall deposit cash, irrevocable letter of credit, or other equivalent form of security as approved by the City Attorney, in the amount of the estimated cost of the proposed improvements to the open land guaranteeing the completion of such improvement within a time to be set by the City Council. Actual development of the open space shall be carried out concurrently with the construction of dwelling units.

§ 220-17. One-family site condominium option.

- A. The site condominium option is intended to provide for the division of land as regulated by the Condominium Act (Act 59 of 1978, as amended, MCLA § 559.101 et seq.) rather than the Subdivision Control Act (Act 288 of 1967, as amended, MCLA § 560.101 et seq.). In accordance with Section 141 of Act 59 (MCLA § 559.241), it is further intended that development utilizing the site condominium options be treated no differently than a subdivision developed under the Subdivision Control Act and that the same standards be applied in their design layout and improvements.
- B. If the site condominium option is selected, the following conditions are applicable:
 - (1) Article XVI, Schedule of Regulations, limiting the height and bulk of buildings, the minimum lot sizes and yard requirements shall be applicable as permitted in each zoning district or as otherwise altered within this section.
 - (2) Any development which utilizes the site condominium option shall conform to Article V, Design Standards, and Article VI, Improvements, of Chapter 182, Subdivision of Land, of the Code of the City of Grand Ledge.
 - (3) A site plan shall be submitted in accordance with § 220-80, Site plan review, of this chapter.
 - (4) Other options as defined and regulated by § 220-15, Subdivision open space plat, of this chapter can be used in conjunction with this section.
 - (5) If building footprints are shown on the site plan, setbacks shall be measured to the building. Otherwise, setbacks shall be provided for each building envelope equal to the minimum setback requirements of the zoning district and shall be measured as specified below:
 - (a) Rear setbacks shall be measured from the rear area line to the rear building envelope.
 - (b) Side setbacks shall be measured from the side area line to the side building envelope.
 - (c) Front setbacks shall be measured from the street right-of-way for public or private streets, and from the pavement edge for streets not having a right-of-way. In instances where there is no right-of-way the setback shall be increased by 15 feet.
 - (6) If building footprints are shown on the plan, building floor plans and elevations must be submitted.

- (7) The Planning Commission may request that several different facades be used to provide a variety of building appearances.
- (8) Plans for the development and landscaping of all commons areas must be submitted and shall meet the applicable requirements of § 220-66, Landscaping.
- ~~(9) All streets shall be dedicated to the public.~~
- (10 9) The means of maintaining all limited and general commons areas shall be specified in the master deed.
- ~~(11) A copy of the master deed shall be submitted for review and recommendations of the City Attorney prior to final plan approval.~~

C. Review by the Planning Commission.

- (1) The Zoning Administrator shall receive and check the plan for completeness per § 220-80, Site plan review, of this chapter. If the plan contains all of the items noted, the Zoning Administrator shall schedule a public hearing as per § 220-107, Notice of public hearings.
- ~~(2) The Zoning Administrator will also place the proposal on the agenda of the next regular Planning Commission meeting which follows the public hearing. Such meeting may be held directly following the public hearing or at the next regular meeting.~~
- (3 2) The Commission shall review all details of the proposed plan within the framework of this Zoning Chapter, within the various elements of the Master Plan, and within the standards of Chapter 182, Subdivision of Land.
- (4 3) The Commission shall give preliminary approval or disapprove the plan.
 - (a) Should the Commission disapprove the plan, it shall record the reasons in the minutes of the regular meeting. A copy of the minutes shall be sent to the applicant.
 - (b) Should the Commission find that all conditions have been satisfactorily met and the plan conforms to the provision of this chapter, it shall recommend approval to the City Council. The Planning Commission Chairman shall make a notation to that effect on each copy of the plan and distribute copies of same as follows:
 - [1] Return one copy to the applicant;
 - [2] Retain one copy which shall become a matter of permanent record in the Commission files;
 - [3] Forward one copy to the School Board or School Superintendent of the School District having jurisdiction in the area concerned;
 - [4] File the remaining copies in the office of the Clerk.

D. Review by the City.

- (1) No installation or construction of any improvements shall be made before the plan has received final approval of the City Council, engineering plans have been reviewed by the City Engineer and any deposits required have been received by the City.

- (2) The APPLICANT ~~plan shall be filed by the applicant~~ A COPY OF THE PLAN with the Zoning Administrator and shall deposit such sums of money as the City Council may require herein or by other ordinances.
- (3) The City Council shall not review the plan until it has received the review and preliminary approval of the Planning Commission. Following the preliminary approval by the Planning Commission, the City Council shall consider the plan at such meeting that the matter is placed on the regularly scheduled agenda. ~~The City Council shall take action on the plan within 30 days.~~
- (4) Final approval shall be effective for a period of two years from the date of final approval. The two-year period may be extended at the discretion of the City Council, if requested by the applicant and granted by the City Council in writing.
- (5) ~~Upon final approval of the plan by the City Council, four prints of the plan shall be forwarded: one to the Zoning Administrator; one to the Planning Commission; one to the City Assessor; and one to the Building Department.~~

MEMO

TO: Planning Commission

FROM: Susan Stachowiak
Zoning Administrator

DATE: April 30, 2015

RE: Ordinance Violations – April, 2015

| | | |
|--|--|-----------------------------------|
| Corey Wilson 621 Maple Street | Violation of Ord. 220-57 Front Yard Parking | Owner has complied |
| Kevin Whitford 217 Elm Street | Violation of Ord. 220-57 Front Yard Parking | Owner still has time to comply |
| Tim & Kay Hopkins 408 Booth Street | Violation of Ord. 220-57 Front Yard Parking | Owner has complied |
| Jaime Skeltis 607 W. Front Street | Violation of Ord. 220-57 Front Yard Parking | Owner has complied |
| Gary Landon 465 Union Street | Violation of Ord. 220-57 Parking on Lawn in Backyard | Owner has complied |
| Howard & Linda Moore 902 Timbercreek Drive | 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 |
| Frank & Allegra Worcester 203 W. Main Street | Violation of Ord. 124-3 Unlawful Accumulation of Junk | Owner has complied |
| James & Susan Bonfiglio 925 Brookside Drive | Violation of Ord. 124-3 Unlawful Accumulation of Junk | Owner still has time to comply |
| Grant Buchwald 714 Maple Street | Violation of Ord. 124-3 Unlawful Accumulation of Junk | Owner still has time to comply |
| Cindy Ladd 215 Torrey Street | Violation of Ord. 124-3 Unlawful Accumulation of Junk | Owner still has time to comply |
| Jack Thompson 415 Morley Street | Violation of Ord. 124-3 Unlawful Accumulation of Junk Junk Vehicle- Fence in Disrepair | Owner still has time to comply |

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| Keith & Beverly Rugg 308 Union Street | Violation of Ord. 124-3 Unlawful Accumulation of Junk | Owner still has time to comply |
| Darin Bebee 215 Greenwood Street | Violation of Ord. 124-3 Unlawful Accumulation of Junk | Owner still has time to comply |
| Jimmy & Jamie Westerfield 1039 E. Colonial Park | Violation of Ord. 124-3 Unlawful Accumulation of Junk | Owner still has time to comply |
| Brad & Valerie LeFevre 124 E. Scott | Violation of Ord. 124-3 Unlawful Accumulation of Junk | Owner has complied |
| Clinton & Linda Wells 124 E. Scott | Violation of Ord. 124-3 Unlawful Accumulation of Junk | Owner has complied |
| Lanjopoulos Family Chiropractic 309 E. Saginaw Highway | Violation of Ord. 124-3 Unlawful Accumulation of Junk | Owner has complied |
| Brooke Quartermaine 701 Edwards Street | Violation of Ord. 124-3 Unlawful Accumulation of Junk | Owner still has time to comply |
| Mick & Michelle 1114 E. Colonial Park | Violation of Ord. 124-3 Unlawful Accumulation of Junk | Owner still has time to comply |
| Toby & Dana Hartwick 220 Edwards Street | Violation of Ord. 124-3 Unlawful Accumulation of Junk | Owner still has time to comply |
| Charles & Sherry Cierlik 469 Union Street | Violation of Ord. 124-3 Unlawful Accumulation of Junk | 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 not complied Final notice has been sent |
| H&H Auto Care 505 E. Saginaw Hwy. | Violation of Ord. 220-78 Illegal sign | Owner still has time to comply |
| Roger Pool 320 Clark Street | Violation of Ord. 220-57 Junk vehicle | Owner still has time to comply |
| Kevin Whitford 217 Elm Street | Violation of Ord. 220-57 Junk vehicle | Owner still has time to comply |
| Elon & Rebecca Iiams 437 Union Street | Violation of Ord. 220-57 Junk vehicle | Owner still has time to comply |

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| Richard & Janice McCubbin 233 Union Street | Violation of Ord. 220-57 Junk vehicle | Owner still has time to comply |
| Denise Dunn 124 Halbert Street | Violation of Ord. 220-57 Junk vehicle | Owner has not complied Final notice has been sent |
| Sidney & Rayna Waterman 515 E. Jefferson Street | Violation of Ord. 220-57 Junk vehicle | Owner still has time to comply |
| Ladd Winne 641 Green Street | Violation of Ord. 220-57 Vehicles obstructing sidewalk | Owner has complied |
| Michael & Cassandra Hull 600 Taylor Street | Violation of Ord. 220-57 Vehicles obstructing sidewalk | Owner has complied |
| John Hansen 635 Jenne Street | Violation of Ord. 220-57 Vehicles obstructing sidewalk | Owner has complied |
| Kimberley Byers 208 High Street | Violation of Ord. 124-3 Unlawful Accumulation of Junk | Owner has complied |
| Daniel & Jeanie Cox 709 Edwards Street | Violation of Ord. 220-57 Semi-Truck Cab in Res. District | Owner still has time to comply |
| Ilene Hovey Trust 326 S. Bridge Street | Violation of Ord. 220-64 Illegal Temporary Tent | Owner still has time to comply |
| Randd Miller & Kathryn Noel 1105 Park Court | Violation of Ord. 220-64 Satellite Dish in Front Yard | Owner has complied |