

## **NOTICE**

The Grand Ledge Planning Commission will conduct a special meeting on **Thursday, July 30, 2015 at 7:30 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 June 4, 2015
5. Notice of Agenda Item Conflicts
6. Business from the Floor

## **NEW BUSINESS**

7. Site Plan Review – 131 E. Jefferson Street - Grand Ledge District Library Building Addition

## **OTHER BUSINESS**

8. Adjournment

Address	Name	Violation	Date letter sent or notice posted on site	Compliance Date	Status
815 N. Clinton	Concrete Development	Junk vehicles	7/22/2015	8/5/2015	Open
425 S. Clinton	Tanasse Properties	Junk vehicle	7/22/2015	8/5/2015	Open
212 Russell Street	Shannon Rodgers	Sidewalk obstruct	7/22/2015	7/31/2015	Open
969 Bolton Farms Lane	Doug Brown	Tall Grass/Weeds	7/21/2015	7/28/2015	Open
600 Jenne	Larry Nelson	Junk/trash	7/16/2015	7/30/2015	Open
208 High Street	Kimberly Byers	Tall Grass/Weeds	reoffense	7/16/2015	Mowed by City
332/334 W. Jefferson	Emily Holley	Tall Grass/Weeds	reoffense	7/16/2015	Mowed by City
738 Fieldview	Philip & Linda Perkins	Illegal Fence	7/14/2015	7/24/2015	open
400 E. Scott	Jerry & Linda Keller	Tall Grass/Weeds	7/9/2015	7/13/2015	Complied
Railroad Property	CSX Transportation	Tall Grass/Weeds	7/8/2015	7/13/2015	Not Complied
968 E. Saginaw	Park Place of Kalamazoo	Tall Grass/Weeds	7/8/2015	7/13/2015	Complied
701 Edwards	Brooke Danielle Quartermaine	Front yard parking	7/8/2015	7/13/2015	Complied
1265 Burlington	Eric Greenwald	Sidewalk obstruct	7/6/2015	7/24/2015	Complied
1016 E. Saginaw	Shell Station	Temp signs	7/6/2015	7/13/2015	Complied
930 E. Saginaw	Valvoline	Temp signs	7/6/2015	7/13/2015	Complied
730 E. Saginaw	Meijer, Inc.	Temp signs	7/6/2015	7/13/2015	Complied
1052 E. Saginaw	Beydoun Sons, LLC	Temp signs	7/6/2015	7/13/2015	Complied
902 E. Saginaw	Beergoggles LLC	Temp signs	7/6/2015	7/13/2015	Complied
326 N. Bridge	John & Deborah Lynn	Front yard parking	7/6/2015	7/13/2015	Complied
Vacant- Charlevoix Drive	Dart Bank	Tall Grass/Weeds	7/6/2015	7/13/2015	Complied
153 Grand Manor Drive	Kathleen Nakfoor Trust	Junk/trash	6/29/2015	7/6/2015	Complied
469 Union	Charles & Sherry Cierlik	Front yard fence	6/26/2015	7/210/2015	Not Complied
1036 W. Colonial Park	Kevin Whitford	Home occupation	6/26/2015	7/3/2015	Complied
117 W. Washington	David Rowe	Junk/trash	6/22/2015	6/29/2015	Complied
Vacant - Meadow Woods	Dan Fleming	Tall Grass/Weeds	6/22/2015	6/29/2015	Complied
465 Union	Gary Landon	Junk/trash	6/22/2015	6/29/2015	Complied
332/334 W. Jefferson	Emily Holley	Tall Grass/Weeds	6/18/2015	6/22/2015	Mowed by City
269 S. Clinton	Steven & Tamara Bridson	Tall Grass/Weeds	6/18/2015	6/23/2015	Mowed by City
320/326 S. Bridge	Chuck Pantera	Tall Grass/Weeds	6/15/2015	6/23/2015	Complied
125/127 Marsh Drive	Mark & Jennifer McCrumb	Junk/trash	6/12/2015	6/17/2015	Complied
820 W. Jefferson	Consumer's Energy	Tall Grass/Weeds	6/12/2105	6/17/2015	Complied
121-123 Marsh	Garry Miller	Junk/trash	6/12/2015	6/17/2015	Complied
713 Maple	Concrete Development	junk/trash	6/4/2015	6/11/2015	Complied

212 W. South	Rachel Buffenbarger	Trash receptacle	6/3/2015	6/8/2015	Complied
504 E. Saginaw	Geoffrey & Lisa Dines	Tall Grass/Weeds	6/1/2015	6/8/2015	Complied
1139 Degroff	Matthew & Melissa Marek	Tall Grass/Weeds	5/28/2015	6/1/2015	Complied
217 Queen's Court	Carol Ellis	Tall Grass/Weeds	5/28/2015	6/1/2015	Complied
968 E. Saginaw	William Kemp Trust	Tall Grass/Weeds	5/28/2015	6/1/2015	Complied
636 Maple	James & Linda Estrada	Tall Grass/Weeds	5/27/2015	5/30/2015	Mowed by City
203 W. Main	Frank & Allegra Worcester	Junk/trash	5/27/2015	6/3/2015	Complied
115 E. Jefferson	Go-Lo	Tall Grass/Weeds	5/27/2015	5/30/2015	Complied
308 Union	Keith & Beverly Rugg	Tall Grass/Weeds	5/27/2015	5/30/2015	Complied
114 E. Front	Ross Simpson	Tall Grass/Weeds	5/27/2015	5/30/2015	Complied
128 Halbert	Kristen Reynolds	Tall Grass/Weeds	5/27/2015	5/30/2015	Complied
215 Torrey	Cindy Ladd	Tall Grass/Weeds	5/27/2015	5/30/2015	Mowed by City
208 High	Kimberly Byars	Tall Grass/Weeds	5/22/2015	5/25/2015	Mowed by City
825 W. Jefferson	Sheena Martin	Tall Grass/Weeds	5/22/2015	5/25/2015	Mowed by City
119 W. Front Street	Robert & Jacqueline Faull	Tall Grass/Weeds	5/22/2015	5/25/2015	Mowed by City
319 W. Washington	Trinity Enterprise	Tall Grass/Weeds	5/22/2015	5/25/2015	Mowed by City
465 Union	Gary Landon	Tall Grass/Weeds	5/22/2015	5/25/2015	Complied
213 High	James Ray	Tall Grass/Weeds	5/22/2015	5/25/2015	Complied
520 W. Jefferson	George Ammann	Tall Grass/Weeds	5/22/2015	5/25/2015	Complied
815 N. Clinton	Concrete Development	Tall Grass/Weeds	5/22/2015	5/25/2015	Complied
437 Union	Elon & Rebecca Iiams	Junk vehicle	5/22/2015	6/5/2015	Complied
515 E. Jefferson	Sidney Waterman	Junk vehicle	5/22/2015	6/5/2015	Complied
320 Clark	Roger Pool	Junk vehicle	5/22/2015	6/5/2015	Complied
327 N. Bridge	Concrete Development	Junk/trash	5/20/2015	5/27/2015	Complied
124 Halbert	Denise Dunn	Junk vehicle	5/20/2015	6/1/2015	Complied
932 E. Scott	Natalie Russell	trash receptacle	5/20/2015	5/25/2015	Complied
420 West Street	Greg & Kim Righter	Tall Grass/Weeds	5/17/2015	5/20/2015	Complied
652 E. Jefferson	David Mather	Tall Grass/Weeds	5/17/2015	5/20/2015	Complied
1099 W. Main	Bank of America	Tall Grass/Weeds	5/17/2015	5/20/2015	Complied
315 Greenwood	Kathleen Cudney	Tall Grass/Weeds	5/17/2015	5/20/2015	Complied
524 E. Jefferson	Timothy Porn	Tall Grass/Weeds	5/17/2015	5/20/2015	Complied
815 W. Main	Andrew & Melissa Faull	Tall Grass/Weeds	5/17/2015	5/20/2015	Complied
635 Jenne	John Hansen	Tall Grass/Weeds	5/17/2015	5/20/2015	Complied
609 W. Jefferson	Patrick Siegert	Tall Grass/Weeds	5/17/2015	5/20/2015	Mowed by City
318 Green	Gaylord & Margaret Whitney	Tall Grass/Weeds	5/17/2015	5/20/2015	Mowed by City
657 Spring	Greentree Servicing	Tall Grass/Weeds	5/17/2015	5/20/2015	Complied

City of Grand Ledge  
**Planning Commission Meeting**  
Minutes from Meeting Held on  
Thursday, June 4, 2015

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

**Attendance** - Present: Mike Stevens, Bob Doty, Bill Kane, Eric Morris, Jamie Malecki (arrived at 8:00), Todd Gute, Lynne MacDowell, Steve Baribeau & Matt Salmon. Also present: Zoning Administrator Sue Stachowiak, Council Representative Keith Mulder & Mayor Kalmin Smith.

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

**Approval of the Agenda**

Mr. Kane made a motion, seconded by Mr. Doty to approve the agenda as printed. On a voice vote, the motion carried 8-0.

**Approval of the Minutes**

Mr. Doty made a motion, seconded by Mr. Baribeau to approve the May 7, 2015 minutes with the following change:

Page 5, Comments from Commissioner's, 2<sup>nd</sup> line, change "...will be" to "is considering".

On a voice vote, the motion carried 8-0.

**Notice of Agenda Items Conflicts** - None

**Business from the Floor** - None

**NEW BUSINESS**

**Master Plan Update**

Ms. Stachowiak stated that it is time to for the Planning Commission to begin its 5-year Master Plan update as required by the Michigan Municipal Planning Act. She said that she has prepared a memo listing a few items that need to be included in the Plan:

1. Jaycee Park Master Plan, use of Rounds Property, Scout building, boat launch, etc.
2. Access from High School/Middle School property to M-43

She said that she would also like to discuss the possibility of increasing the residential density levels called for in Plan as well as some possible changes to future land use map, including:

1. Areas designated on the map for industrial use (Grand Haven Manor, property at North and Madison Streets and on the south side of Wright Court)

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2. Property behind True Value Hardware and the south half of the commercial properties along M-43, east of M-100 (master planned for commercial use).
3. Dible property north of Vision Collision (master planned for residential land use).

Mr. Doty stated that the land that may be annexed into the City also needs to be included.

Ms. Stachowiak stated that Grand Manor Avenue is designated for industrial use even though it is a residential neighborhood.

Mr. Morris stated that it is an inappropriate location for a residential neighborhood as it is located between the railroad tracks to the south and industrial businesses to the north.

Mr. Stevens agreed. He stated that since it is a master plan, it should be designated for an appropriate land use, given its location, rather than just master planning it for what it is being used for currently.

Ms. Stachowiak stated that the future land use plan shows industrial land use south of Pierson Court extending all the way from N. Clinton to West Street.

Mr. Doty said that ETM owns the property and has a building on it just west of the auto body shop.

Ms. Stachowiak said that the industrial use should not extend all the way to West Street as it could adversely impact the residential neighborhood.

Ms. Stachowiak stated that the reason she circled the area on Gulf Street on the future land use map is because there has been some interest in using the property just north of tracks for an industrial plumbing contractor business. She said that this is a difficult site as the road is unimproved and there are very limited utilities available to the property.

Ms. Stachowiak stated that the property owned by Tom Dible north of Vision Collision was zoned R-HD, Multiple Family Residential when it was first annexed into the City. When Vision Collision was rezoned to I-1, Light Industrial, the property to its north was rezoned to OS, Office Service District. She said that the Master Plan designates the property for "Planned Residential" development. Ms. Stachowiak said that Mr. Dible is now considering a residential development on the site which is consistent with the Master Plan but would require a rezoning. She said that in order to make the development work, an increase in density beyond what is permitted in the current Zoning Ordinance or recommended in the Master Plan would be required.

Ms. Stachowiak stated that the residential density levels being advanced in the Master Plan are very low. She said that the concept of "Smart Growth:" involves concentrating higher density land uses in Cities where utilities and other infrastructure systems are already in place rather than sprawling out onto greenfield sites. She said that the Zoning Ordinance does not accommodate condominium developments other than those like the expansion of Meadow Woods Subdivision which requires 8,450 square foot lots that are at least 65 feet in width with a minimum house size of 960 square feet.

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Ms. Stachowiak said that she has drafted a new Section in the Zoning Ordinance that would allow for a gross density residential development of approximately 9 dwelling units per acre as opposed to 4 dwelling units per acre currently allowed in the Zoning Ordinance. She said that she included some information in the packet that explains the benefits of higher density residential development and shows what these types of developments look like and how they are laid out. She said that this a higher density condo development seems to make sense on the property north of Vision Collision and even more so on the Gulf Street property where the development can take advantage of its proximity to the river.

Mr. Baribeau said that the Commission set the density levels for a reason and there does not seem to be any reason to change them. He said that the City does not want to change ordinances to accommodate high density apartment complexes that provide a marginal living environment and no benefit to the community.

Mr. Stevens said that apartments would not be the right land use for the property on the map designated for "Planned Residential" development but a medium density condo development would make sense in those areas. He said that he does not think that residential development is the best use of the property north of Vision Collision.

Mr. Morris said that the core residential area of the City, including where he lives, could not have been built under the current Zoning Ordinance as the majority of the lots do not meet the minimum lot size requirements.

Ms. Stachowiak stated that there also needs to be some discussion on the future use of the property behind True Value Hardware, particularly now that it has been rezoned to R-HD, Multiple Family Residential, and on the future use of the back half of the parcels that front along Saginaw Highway.

There was discussion about whether the South Access Road will even come to fruition.

Ms. Stachowiak said that it is mostly a matter of how it would get funded. She said that the City has already secured a number of the easements necessary to develop the road.

The Commission agreed that the best way to review the Plan to determine what changes need to be made is to go through it section by section.

Ms. Stachowiak said that the Commission could go through one or two sections at each meeting. She said that she will review it prior to the meetings and make recommendations on potential changes that need to be made.

### **Zoning Ordinance Amendments – Article V, R-LD, R-MD, One Family Residential Districts**

Ms. Stachowiak said that as she already mentioned, she has prepared a new section that would permit "medium density" residential condominium development. She said that it would allow for smaller house sizes, lot sizes and reduced setbacks. She also said that it would allow for private roads so that there does not have to be a 66 foot right-of-way through the development.

Ms. Stachowiak said that she would not want to see higher density residential development on a site like what was just approved for Meadow Woods condos, however, there are areas where it would be appropriate. To that end, the way the ordinance is written, the site would have to meet certain criteria before it could be developed under this option:

“Where a parcel proposed for use as a one-family medium density site condominium development abuts a one-family residential district, the planning commission must determine that the site complies with all of the following criteria:

1. The site has at least one property line abutting a nonresidential zoning district.
2. There is at least one vehicular access point to the site that is not through a residential neighborhood.
3. The site is irregular in size and/or shape to the extent that development under the one-family low density residential site condominium option is not reasonably practical.”

Mr. Kane said that the road should be public so that they will be constructed to City standards and can be maintained by the City. He said that the width of the right-of-way can be reduced so it does not take up some much land in the development. Mr. Kane also said that more than one parking space needs to be required for each unit as most couples have 2 cars.

The Commission agreed that the roads should be public but with a reduced right-of-way.

Ms. Stachowiak said that she would do some research on what should be required.

Mr. Stevens said that the diagram on page 2 is unreadable.

The Commission discussed the home occupation section of the Zoning Ordinance and asked that Ms. Stachowiak provide the definition of a home occupation.

Ms. Stachowiak stated that she would go back to the drawing board on this ordinance and present a revised draft at the next meeting.

#### **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 move forward with the ordinance since the Council is now moving forward on the other ordinances that are pending.

**Mr. Doty made a motion, seconded by Mr. Baribeau to recommend approval to the City Council of the amendments to Section 220- 80. On a roll call vote, the motion carried 8-0.**

**OTHER BUSINESS**

**Joint Planning Committee Report** – No report

**Zoning Administrator's Report**

Ms. Stachowiak stated that the City Council, at its May 25<sup>th</sup> meeting, approved the site plan for the Speedway project and the retail center and the special land use permit for the gas station. She said that the Council also approved the Zoning Ordinance amendments to the Access Management Section.

**Zoning Board of Appeals Representative's Report**

Ms. MacDowell stated that Mr. Graber resigned from the Planning Commission and she has been appointed to the Planning Commission in his place as the Zoning Board of Appeals representative.

Ms. MacDowell said that the ZBA has not met since the last meeting.

**Council Representative's Report** – No report

**Mayor's Report**

Mayor Smith stated that with regard to the discussion about density, a lot of older people have to move out of the City when they want to downsize or do not want to have to shovel snow and mow lawns because the city does not have smaller site condos for them to move into.

Mayor Smith said that the City is moving forward with its public art project. He said that there is nice piece of public art across from Lickety Split.

Mayor Smith said that the City is close to a 425 Annexation agreement with Oneida Township for the 154 +/- acre "Gilbert" property located on E. Saginaw southwest of the City's border. He said that they are still trying to figure out what the revenue sharing agreement should be but there is a good chance that the annexation will occur. Mayor Smith said that this is sort of a test run for other agreements with the Township including water rates for Oneida Township residents.

Ms. Stachowiak asked where the site is located.

Mr. Doty said that he has a map of the proposed annexation area that he will email to Ms. Stachowiak.

Mayor Smith said that Castle Ledges Estates was approved by the Township and then annexed into the City and it has not turned out as well as originally anticipated.

Mayor Smith said that the City is working to find businesses for the industrial park. He also said that the City has a purchase agreement for the former city hall. He said that the agreement has to sit for 28 days. He also said that the intent is to open up a brew pub and restaurant on the site.

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Mr. Kane stated that the environmental issues on the site should not be a problem.

Mayor Smith said that there is a company that monitors the site for contamination. He also said that the City Administrator has identified people who are knowledgeable of the environmental issues.

Mr. Smith said that the City is waiting for the State to approve an appraisal for the Rounds property. He said that anything over \$150,000 will be the responsibility of the City.

### **Comments from Commissioner's**

Mr. Gute stated that he participated in the MDOT bicycle event. He said that Gregory Newman was instrumental in setting it up. Mr. Gute said that it was mainly MDOT representatives but there was good representation by the City. He said that one of the things that came out of the event is that "wider is not always better" with regard to streets. Narrower streets tend to slow traffic which makes bicycling safer.

Mr. Stevens said that narrowing Jefferson Street has definitely slowed traffic.

Mr. Gute said that he lives at the end of Timbercreek Drive and someone, in the middle of the night, ran right off the end of the road. He said that he mentioned to Larry LaHaie that there is no sign indicating that the road ends and within a couple of weeks, he has a sign put up. Mr. Gute thanked Mr. LaHaie for his prompt response.

Mayor Smith said that MDOT may consider extending the bike path across the church property in the Township on the north side of Saginaw Highway to connect to the entrance to Fitzgerald Park.

Mr. Kane stated that this needs to be reflected in the Master Plan if it is ever going to occur.

Mayor Smith said that when two units of government join together to get something approved, it usually goes through must easier.

Mr. Gute asked about the second bridge to the island shown on the pathway plan.

Mr. Stevens said that the Commission did talk about this and a bridge connecting Fitzgerald Park to Island Park. He said that the Master Plan needs to be updated to reflect the second bridge to the island.

Mr. Morris said that he will be moving to Oneida Township. He said that he spoke with Mayor Smith and he can finish out his term which expires at the end of the year. Mr. Morris said that he and his family will be moving to Portland for the summer until they get into their new house.

Mr. Doty welcomed Ms. MacDowell to the Commission.

### **Comments from Chairman**

Mr. Stevens said that he will not be available for the July meeting.

Mr. Doty said that he will not be at the August meeting.

The Commission decided to cancel the July meeting and possibly the August meeting unless a site plan is submitted that requires action by the Commission in the meantime.

Mr. Stevens thanked everyone for attending the meeting and for their continued participation on the Commission.

**Adjournment**

Ms. Malecki made a motion, seconded by Mr. Doty to adjourn the meeting at 8:20 p.m. On a voice vote, the motion carried unanimously (9-0).

Submitted By:

Susan Stachowiak  
Zoning Administrator

Jamie Malecki, Secretary  
Planning Commissioner

DRAFT

## STAFF REPORT

TO: Planning Commission

FROM: Susan Stachowiak, Zoning Administrator

DATE: July 24, 2013

RE: Site Plan Review – Building Addition  
Grand Ledge Public Library – 131 E. Jefferson Street

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This site plan prepared by Daniels & Zermack Architect, dated May 14, 2015 is for a 280 square foot second story mezzanine addition and a 1,325 square foot addition to the first floor of the west side of the existing library building at 131 E. Jefferson Street.

Section 220-80 of the Zoning Ordinance requires review and approval of a site plan by the Planning Commission before a building permit can be issued for new construction that expands the use of a building.

APPLICANT: Grand Ledge District Library  
131 E. Jefferson Street  
Grand Ledge, MI 48837  
(517) 627-7014

ZONING: “CBD” Central Business District

PARCEL SIZE: 81' x 165' = 13,365 square feet (.3 acres)  
Rectangular Shape

SURROUNDING LAND USES:

N:	Utility – Verizon Communications
S:	Former City Hall/Pollack Glass Company
E:	Episcopal Church
W:	Go-Lo Gasoline Station

SURROUNDING ZONING:

N:	Central Business District
S:	Central Business District
E:	Central Business District
W:	Central Business District

### PARKING & ACCESS

Properties in the Central Business District are not required to provide any on-site parking.

The Library will continue to use the adjoining City/DDA parking lot to the west for its parking needs. The proposed addition will have no impact on the driveway that is used to access the parking lot.

The entry doors to the Library will not be impacted by the proposed addition. The sidewalk, however, that provides pedestrian access from the public sidewalk along E. Jefferson Street to the entryway on the west side of the building will remain but will have to be reconstructed as a result of the new addition.

### UTILITIES

City Engineer Jim Foster has reviewed the site plan and provided the following comments:

1. Grading and storm water plan was not included for review. Existing storm sewer and downspouts are located on the site and are not being addressed.

*The grading and storm water plan will have to be reviewed and approved by the City Engineer and the Public Service Director prior to issuance of a building permit.*

2. Location of any HVAC / Chiller units is not indicated or addressed on the plan. It is possible that no additional units are necessary but should be indicated if units are being proposed.

*The HVAC/Chiller units that currently exist on the property will be upgraded to accommodate the new addition. The architect has not yet determined if additional units will be necessary.*

3. Please provide ZFE with an electronic set (AutoCAD and PDF) of the final site plan drawings and as-built drawings for system records and utility mapping updates.

*The applicant is aware of this and will provide the requested documents.*

### LANDSCAPING

While a landscape plan is not required for this project, replacement of the landscaping that is being removed to accommodate the new addition is strongly encouraged.

OTHER

New exterior lighting must comply with the requirements of Section 220-70 of the Zoning Ordinance which requires that the lights are shielded to prevent unreasonable glare beyond the confines of the property lines. More specifically, the intensity of the lights may not exceed 5 foot candles measured at the property lines.

STAFF RECOMMENDATION

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

"I move that the City of Grand Ledge Planning Commission approve the site plan prepared by Daniels & Zermack Architect, dated May 14, 2015 is for a 280 square foot second story mezzanine addition and a 1,325 square foot addition to the first floor of the west side of the existing library building at 131 E. Jefferson Street, subject to compliance with the applicable items contained in this staff report, and the following:

1. Grading and storm water plan was not included for review. Existing storm sewer and downspouts are located on the site and are not being addressed.
2. Location of any HVAC / Chiller units is not indicated or addressed on the plan. It is possible that no additional units are necessary but should be indicated if units are being proposed.
3. Please provide ZFE with an electronic set (AutoCAD and PDF) of the final site plan drawings and as-built drawings for system records and utility mapping updates.

Respectfully Submitted,

Susan Stachowiak  
Zoning Administrator

**LEGAL DESCRIPTION:**

PER DEED LIBER 195, PAGE 442 AND 443, DATED JULY 26, 1921; AND QUIT CLAIM DEED LIBER 1385, PAGE 587, DATED JANUARY 11, 2001 Commencing at the Southwesterly corner of Lot 16 in Block 27, in the City of Grand Ledge, according to the recorded plat thereof, and running thence Southeasterly along the Northeast line of Jefferson Street a distance of 81 feet; and thence Northeasterly parallel with Bridge Street a distance of 10 rods (165 feet); and then Northwesterly parallel with Jefferson Street a distance of 81 feet; and thence Southwesterly parallel with Bridge Street a distance of 10 rods (165 feet) to the place of beginning.



Kalmin D. Smith – Mayor | Adam R. Smith – City Administrator  
 Planning & Zoning • 310 Greenwood St. • Grand Ledge MI 48837  
 Ph: 517.622.7928 • Fax: 517.627.9796 • www.grand-ledge.com

## Site Plan Review Application

For Office Use Only	
Fee Paid _____	Date Received: _____

Applicant(s) Daniels and Zermack Architects

Address 2080 S. State Street, Ann Arbor, Daytime Phone (734) 761-2090  
MI 48104 Evening Phone \_\_\_\_\_

Interest in Property (check one)

- |   |  |
|---|--|
| <input type="checkbox"/> Owner                      | <input type="checkbox"/> Option to buy |
| <input checked="" type="checkbox"/> Represent Owner | <input type="checkbox"/> Lessee        |
| <input type="checkbox"/> Other _____                |  |

Complete address of property requested to be reviewed 131 E Jefferson St, Grand Ledge, MI 48837

Owner Name(s) Grand Ledge District Library

Address 131 E Jefferson St, Grand Ledge, MI Daytime Phone (517) 627-7014  
48837 Evening Phone \_\_\_\_\_

Legal Description (indicate attached if needed): See attached

Lot size: Width 81' Length 165' Area 13,365 sq.ft.

Current zoning: CBD (Central Business District)

Proposed use of property District Library

Estimate the following:

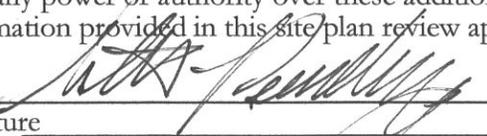
- General traffic volume 200 patron visits per day
- Total population increase 30 patron visits / day
- Population per acre \_\_\_\_\_
- Hours of operation 63 hrs per week

- Total number of employees 9.3 FTE
- Total building area proposed 1,325 sf addition to existing 7,875sf
- Parking spaces DDA parking lot

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

- Drawn to a scale of at least 1"=100' – (1"=50' for storm water plans)
- Existing and proposed structures (buildings, trash receptacles, landscaping, etc.)
- Existing and proposed parking areas and driveways
- Existing and proposed roads, easements and other access points
- Flood plain elevations, if applicable
- Zoning classifications of all abutting land within 300 feet
- Soil Erosion and Sedimentation Control (SESC) and National Pollutant Discharge Elimination System (NPDES) permits, if applicable

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

Signature  Date 6-8-2015

Required Reviews

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

**CODE REVIEW**

Owner: Grand Ledge District Library  
 Project: Grand Ledge District Library Addition  
 Code: 2012 Michigan Rehabilitation Code for Existing Buildings (MRCES) and International Building Code (IBC)  
 as referenced within the MRCES.

**EXISTING BUILDING INFORMATION**

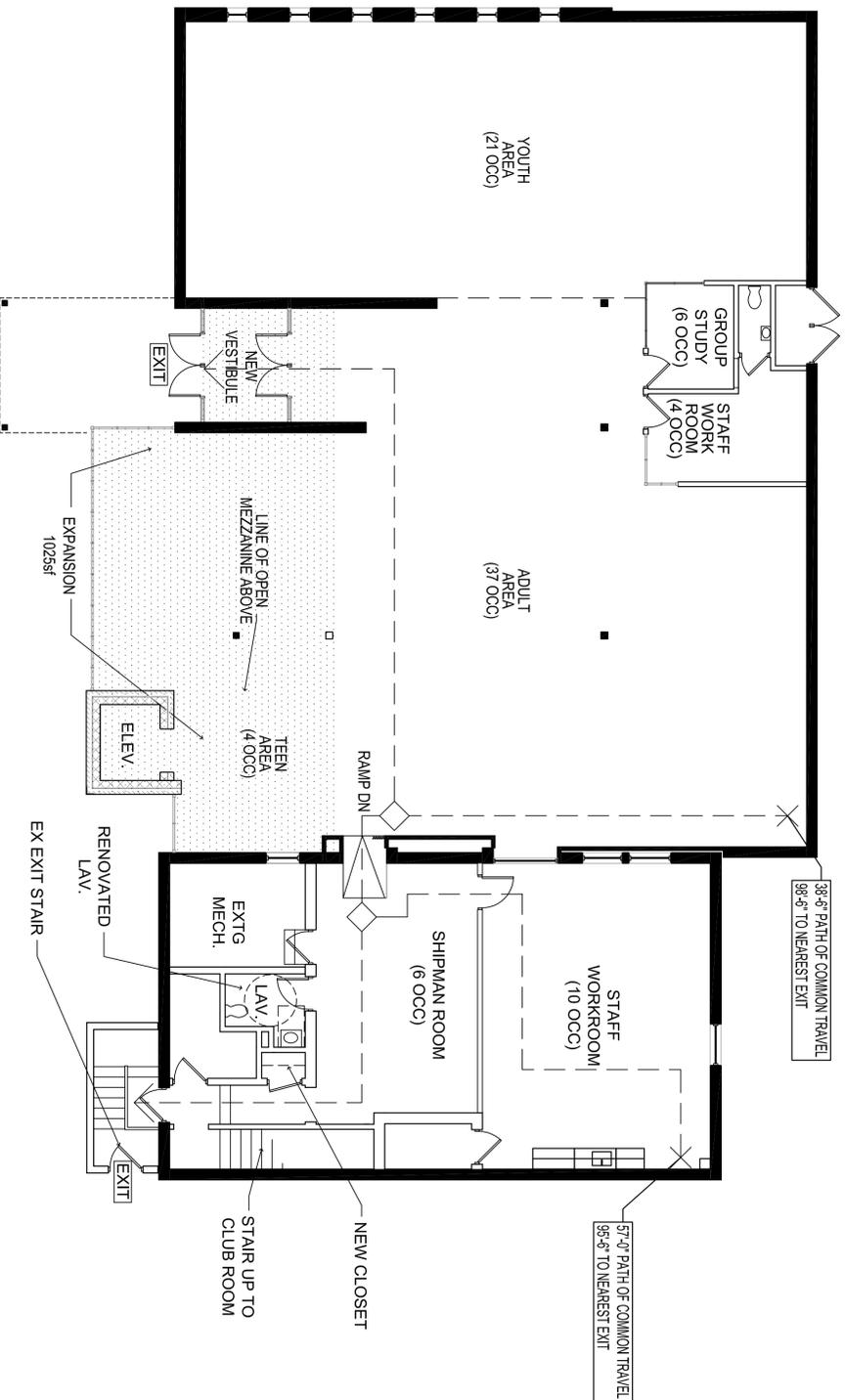
602 CONSTRUCTION CLASSIFICATION Type III-B (unprotected)  
 Fire Resistance Rating requirements of building elements in hours (table 601)  
 Structural Frame 0  
 Exterior Bearing Walls 2  
 Interior Walls 0  
 Floor/Ceiling 0  
 Roof construction 0

302 USE AND OCCUPANCY CLASSIFICATION  
 ASSEMBLY GROUP A3 - Library

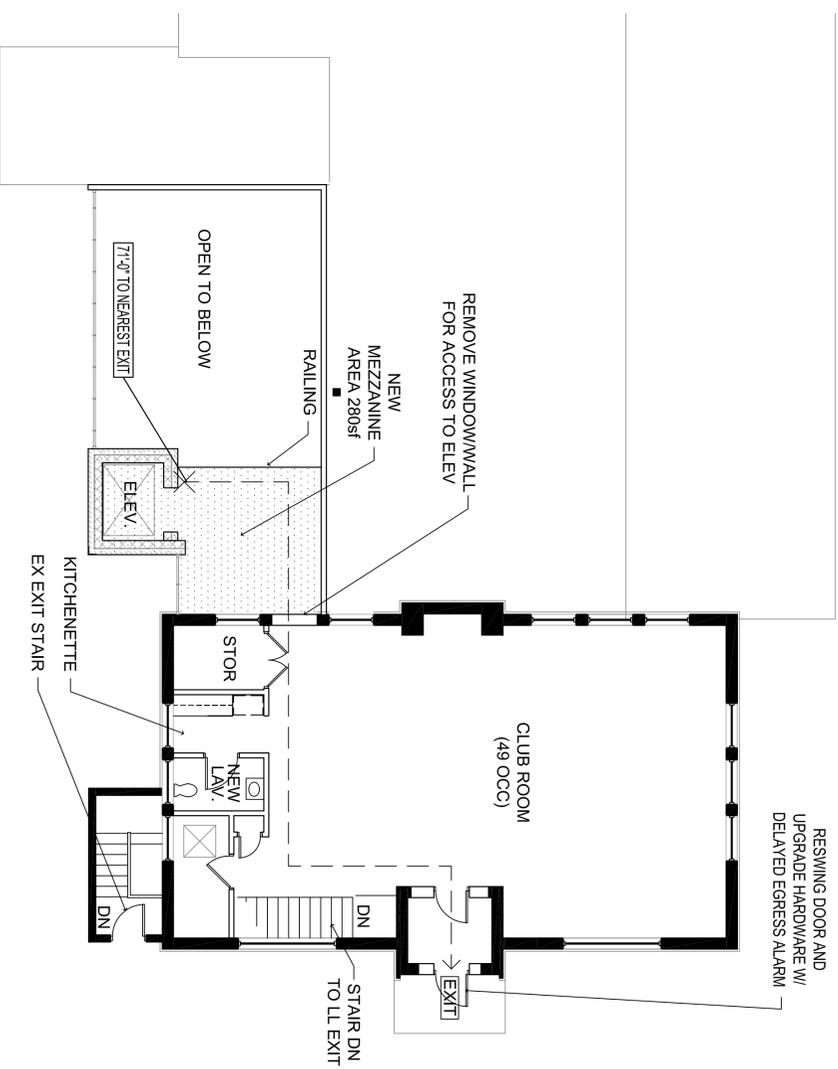
303 OCCUPANCY = 137ps

508 GENERAL BUILDING HEIGHT AND AREA LIMITATIONS  
 503.1 GENERAL  
 group A3, type III-B construction limitations (per table 509)  
 max. floors = 2  
 allowable area per floor = 9,500 sf

903 AUTOMATIC SPRINKLER SYSTEMS  
 No sprinkler system is installed or required.



**MAIN FLOOR PLAN**  
 SCALE: 1/8" = 1'-0"



**UPPER FLOOR PLAN**  
 SCALE: 1/8" = 1'-0"



**PRELIMINARY**  
 NOT TO BE USED FOR  
 CONSTRUCTION

**CODE COMPLIANCE PLANS**

**GRAND LEDGE AREA DISTRICT LIBRARY**  
 GRAND LEDGE, MI

**DANIELS AND ZERMACK ARCHITECTS, LLC**  
 Architects and Interior Designers  
 2080 South State Street, Ann Arbor, MI 48104 (734) 761-2090

**REVISIONS**

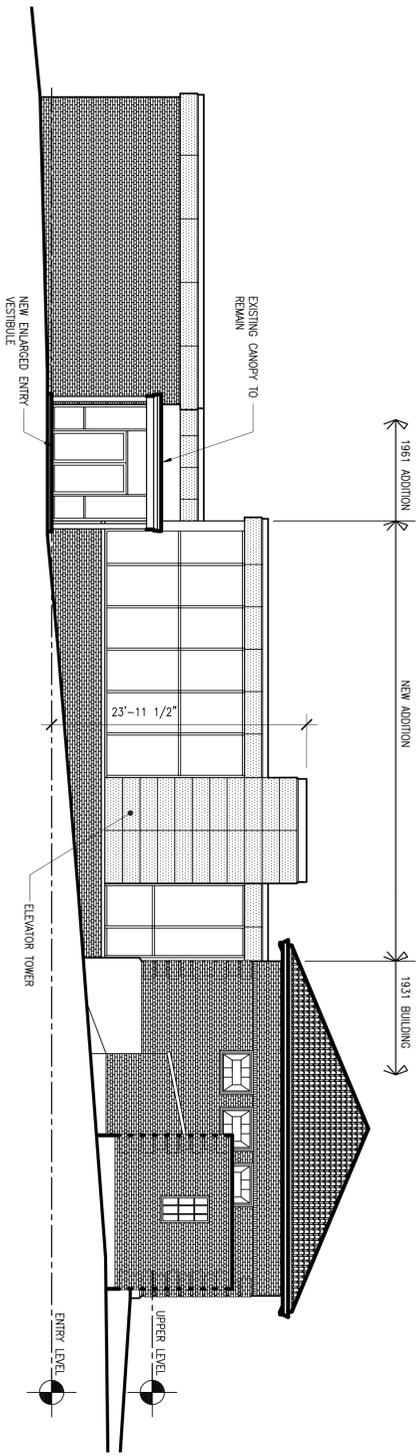
1	SITE PLAN REVIEW	10 JUN 15
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JOB#	2015-20
DATE	08 JUN 15
DRAWN	XXX
CHECKED	XXX/XXX

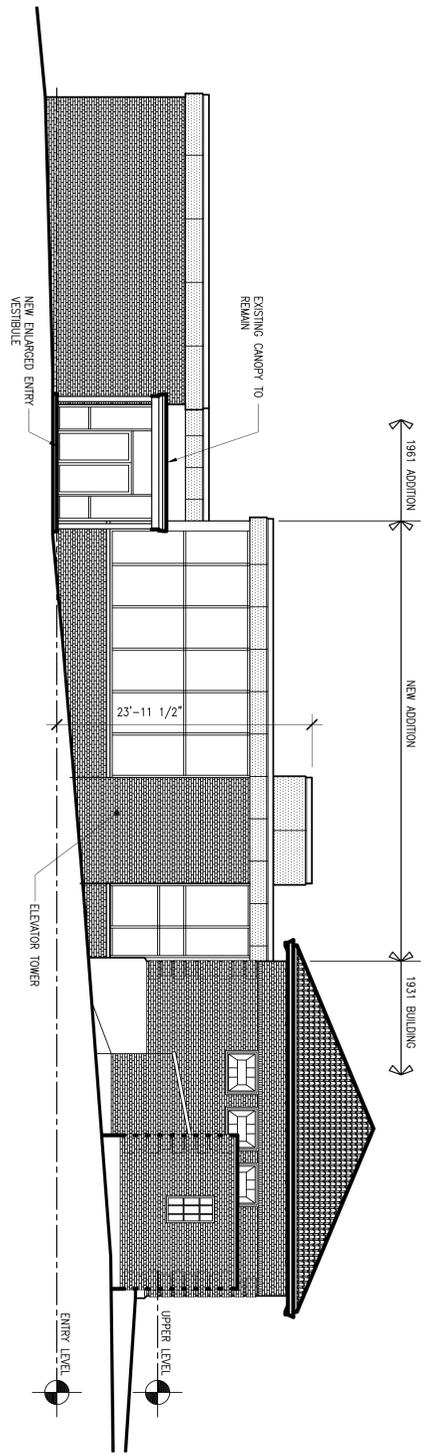


**A1.1**

GRAND LEDGE AREA DISTRICT LIBRARY



**B**  
 PRELIMINARY NORTHWEST ELEVATION OPTION B  
 SCALE: 1/8" = 1'-0"



**A**  
 PRELIMINARY NORTHWEST ELEVATION OPTION A  
 SCALE: 1/8" = 1'-0"

**GRAND LEDGE AREA DISTRICT LIBRARY**  
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REVISIONS  
 SITE PLAN REVIEW  
 10 JUN 15

JOB	2015-20
DATE	08 JUN 15
DRAWN	XXX
CHECKED	XXX/XXX
DETAIL SYMBOL	

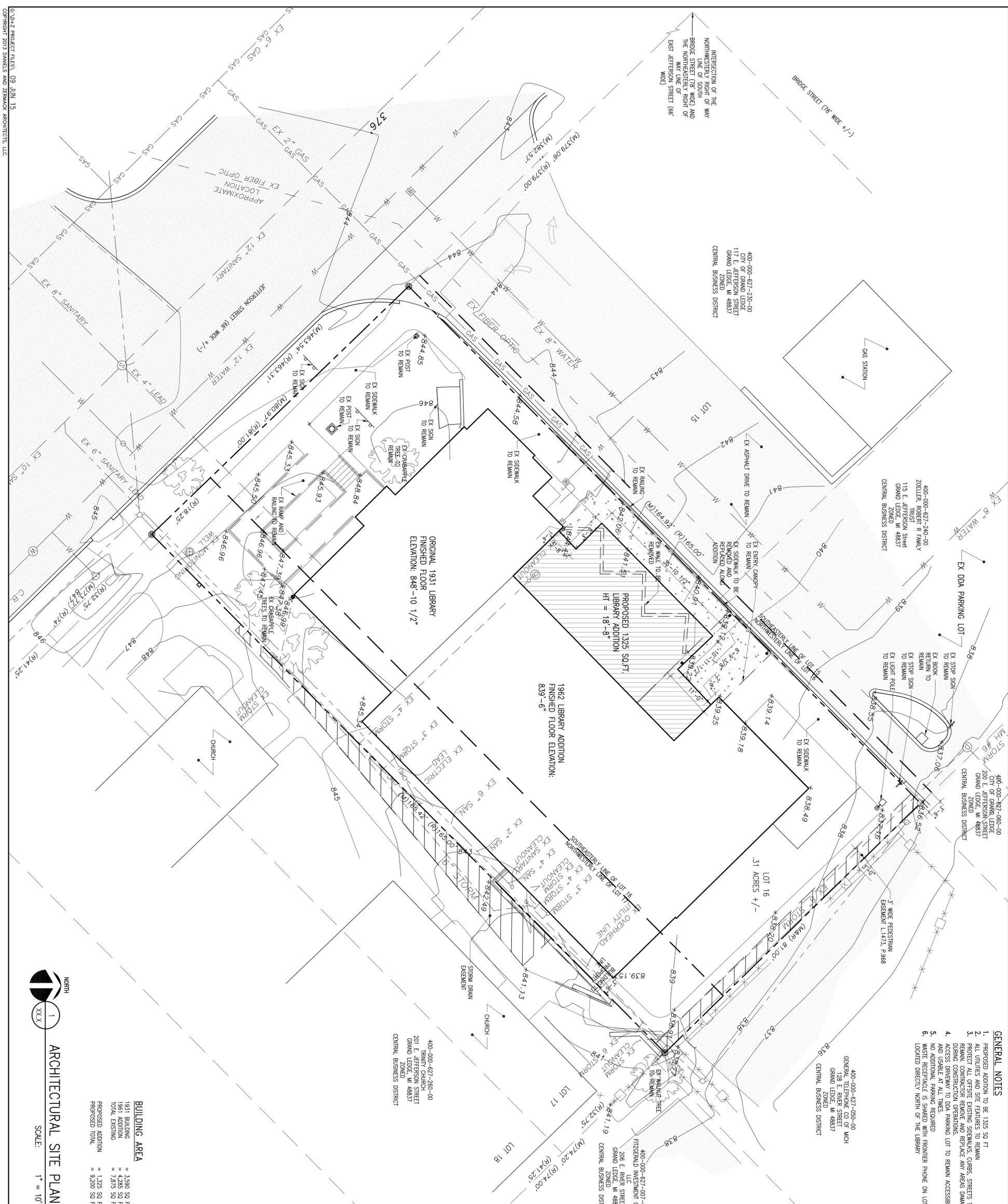
DETAIL NUMBER REFERENCE SHEET

**A3.1**

GRAND LEDGE AREA DISTRICT LIBRARY

**PRELIMINARY**  
 NOT TO BE USED FOR  
 CONSTRUCTION

**PRELIMINARY ELEVATION OPTIONS**



- GENERAL NOTES**
1. PROPOSED ADDITION TO BE 1335 SQ FT
  2. ALL UTILITIES AND SITE FEATURES TO REMAIN
  3. PROTECT ALL OFFSITE EXISTING SIDEWALKS, CURBS, STREETS TO REMAIN. CONTRACTOR REMOVE AND REPLACE ANY AREAS DAMAGED DURING CONSTRUCTION OPERATIONS.
  4. ACCESS BARRIERS TO ADA PARKING LOT TO REMAIN ACCESSIBLE
  5. NO ADDITIONAL SIGNAGE REQUIRED
  6. WASTE RECEPTACLE IS SHARED WITH FRONTIER PHONE ON LOT LOCATED DIRECTLY NORTH OF THE LIBRARY

**BENCHMARK**  
 BOLT IN UTILITY POLE  
 NORTHEAST SIDE OF JEFFERSON STREET,  
 NEAR SOUTHERLY PROPERTY CORNER  
 ELEVATION: 846.08'  
 TRANSFERRED FROM RECORD PLAN INFORMATION  
 FROM CITY OF GRAND LEDGE PLANS

**ZONING**  
 ZONE: C80 (CENTRAL BUSINESS DISTRICT)  
 ALLOWABLE LOT COVERAGE = 100%  
 EXISTING LOT COVERAGE = 45%  
 PROPOSED TOTAL LOT COVERAGE = 54%  
 NO MINIMUM SETBACK REQUIREMENTS

**UTILITY NOTE**  
 ALL UTILITY LINE LOCATIONS WERE OBTAINED FROM ABOVE  
 INFORMATION AND EXISTING PLANS OF RECORD. FIELD  
 VERIFICATION HAS BEEN PERFORMED WHERE POSSIBLE. ACTUAL  
 BELOW GROUND LOCATIONS ARE APPROXIMATE AND SHOULD BE  
 VERIFIED AT THE TIME OF CONSTRUCTION.

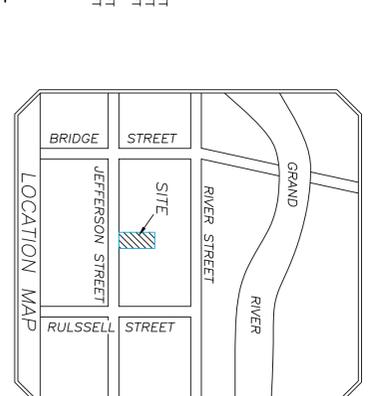
**LEGAL DESCRIPTION:**  
 PER DEED LIBR 195, PAGE 442 AND 443, DATED JULY 26, 1921;  
 AND SUBSEQUENT RECORDS, THE SOUTHWESTLY CORNER OF  
 CORNERING OF THE SOUTHWESTLY CORNER OF LOT 16, IN BLOCK 27, IN THE  
 CITY OF GRAND LEDGE, ACCORDING TO THE RECORDED PLAN THEREOF, AND  
 RUNNING THENCE SOUTHWESTERLY ALONG THE NORTHEAST LINE OF JEFFERSON  
 STREET A DISTANCE OF 81 FEET; AND THENCE NORTHWESTERLY PARALLEL WITH  
 BRIDGE STREET A DISTANCE OF 10 RODS (165 FEET); AND THEN NORTHWESTERLY  
 PARALLEL WITH JEFFERSON STREET A DISTANCE OF 81 FEET; AND THENCE  
 SOUTHWESTERLY PARALLEL WITH BRIDGE STREET A DISTANCE OF 10 RODS (165  
 FEET) TO THE PLACE OF BEGINNING.

**SURVEYOR'S NOTE:**  
 There appears to be a discrepancy with the parcel widths as detailed  
 and conveyed, and that which is on record at the Land Records  
 department of the Eaton County Office. Assessment description calls  
 for a parcel width of 84.25 feet. The subject parcel was surveyed to  
 match the best available topographic which calls for an 81 foot wide  
 parcel. The discrepancy is caused by the fact that the field  
 existing occupation lines are consistent with the above described  
 parcel widths. There appears to be a 3.51 foot gap along the  
 Northwestly property line, in relation with the adjacent Lot 15. This  
 gap and difference in descriptions could not be explained. A full  
 district of title may be needed to clarify subject ownership.

- LEGEND**
- = SANITARY SEWER
  - = SANITARY MANHOLE
  - = CLEANOUT
  - = STORM SEWER
  - = DRAINAGE MANHOLE
  - = CATCHBASIN
  - = GAS LINE
  - = GAS METER
  - = GAS VALVE
  - = FLAGPOLE
  - = POST
  - = SIGN
  - = STOP SIGN
  - = LIGHT POLE
  - = TREE
  - = FIBER OPTICS
  - = MONITORING WELL
  - = FOUND IRON AS NOTED
  - = SET BAR & CAP #47997
  - = FENCE
  - = BITUMINOUS
  - = CONCRETE
  - = UNDERGROUND ELECTRIC
  - = OVERHEAD ELECTRIC
  - = UTILITY POLE
  - = GUY WIRE
  - = ELECTRIC METER
  - = WATER LINE
  - = WATER MANHOLE
  - = FIRE HYDRANT
  - = WATER STOP BOX
  - = WATER VALVE
  - = PROPOSED ADDITION

**BUILDING AREA**

1931 BUILDING	= 3,590 SQ FT
1931 BUILDING	= 7,875 SQ FT
TOTAL EXISTING	= 11,465 SQ FT
PROPOSED ADDITION	= 1,325 SQ FT
PROPOSED TOTAL	= 12,790 SQ FT



# GRAND LEDGE AREA DISTRICT LIBRARY

GRAND LEDGE, MI

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**ST1.1**  
 GRAND LEDGE AREA DISTRICT LIBRARY

**REVISIONS:**  
 SITE PLAN REVIEW  
 10 JUN 15

**DETAIL SYMBOL**

**CHECKED:** xxx/xxx  
**DATE:** 14 MAY 15  
**JOB:** 2015-20  
**DRAWN:** xxx

**ARCHITECTURAL SITE PLAN**  
 SCALE: 1" = 10'

**ARCHITECTURAL SITE PLAN**

**LOCATION MAP**

**ST1.1**  
 GRAND LEDGE AREA DISTRICT LIBRARY