

NOTICE

The Grand Ledge Planning Commission will hold its regular meeting on **Thursday, March 3, 2016 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 February 4, 2016
5. Notice of Agenda Item Conflicts
6. Business from the Floor

NEW BUSINESS

7. Public Hearing – Preliminary Plat, Phase 5, Fieldstone Subdivision
8. Site Plan Review – Capitol Bedding Company, Inc., Winstanley Blvd.
9. Master Plan Update – Chapter 4, Transportation Plan
10. Zoning Ordinance Amendments – Article V, R-LD, R-MD: One Family Residential Districts

OTHER BUSINESS

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

Address	Name	Violation	Date letter sent or notice posted on site	Compliance Date	Status
256 S. Clinton	Richard Kempf	Junk Vehicles	2/25/2016	3/10/2016	Open
507 North street	Marcia Gales	Junk Vehicle	2/25/2016	3/10/2016	Open
505 N. Clinton	Shirley & Mark Waldrop	Junk/Junk Vehicles	2/25/2016	3/10/2016	Open
715 W. Jefferson Street	Summer Franch	Junk	2/3/2016	2/17/2016	Complied
835 W. Jefferson Street	Jeffrey Bone	Junk	2/3/2016	2/17/2016	Complied
1060 E. Saginaw	Beydoun Sons, LLC	Illegal Signs	2/3/2016	2/10/2016	Final notice sent
421 Morley	Jack Thompson	Junk	2/2/2016	2/16/2016	Final notice sent
10 Willard Court	Raymond & Sandra Evert	Camper in yard	1/22/2016	2/5/2016	Final notice sent
1150 Willow Street	Robert & Anjanette Monroy	Illegal Fence	1/22/2016	2/22/2016	Owner is complying
821 N. Clinton Street	Michael Batcheller	Junk	1/28/2016	2/11/2016	Complied
214 High Street	Gary Landon	Junk Vehicle	1/28/2016	2/11/2016	Owner will be complying
119 High Street	Nichola & Deanna Kamp	Trailer in front yard	1/28/2016	2/4/2016	Complied
113 High Street	Robb Thelen	Junk Vehicle	1/28/2016	2/11/2016	Owner will be complying
302 Union Street	Raymond & Terri Dewey	Junk Vehicle	1/28/2016	2/11/2016	Complied
138-144 Grand Manor Drive	Kevin & Lori Rademacher	Junk Vehicle	1/28/2016	2/11/2016	Final notice sent
149-155 Grand Manor Drive	Kathleen Nackfor Trust	Junk	1/28/2016	2/11/2016	Complied
233 Union Street	Richard & Janice McCubbin	Junk Vehicle	1/28/2016	2/11/2016	Complied
713 Maple Street	Concrete Development	Junk	1/8/2016	1/22/2016	Complied
327 N. Bridge Street	Orlan's Financial	Junk	1/6/2016	1/20/2016	Complied
700 Maple Street	Clinton Wells	Junk	1/6/2016	1/20/2016	Complied
111 Bouck Avenue	Ralph Rounds	Trash can by curb	12/29/2015	1/5/2016	Complied
214 E. Main Street	Lettie Penfield	Junk	12/29/2015	1/12/2016	Complied
815 N. Clinton Street	Concrete Development	Junk	12/29/2015	1/12/2016	Complied
730 N. Clinton Street	Grand Ledge Auto Body	Junk	12/29/2015	1/12/2016	Complied
800 N. Clinton Street	Justin & Ann Kobus	Junk	12/29/2015	1/12/2016	Complied
321 E. South Street	Catherine McFee	Junk	12/17/2015	12/28/2015	Owner is complying
505 E. Saginaw Hwy.	H&H Auto Care 2 LLC	Junk	12/17/2015	12/28/2015	Complied
503 Jones Street	Samantha Wontor	Junk	12/17/2015	12/28/2015	Complied
327 N. Bridge Street	Concrete Development	Junk	12/17/2015	12/28/2015	Complied
176 McMillan Street	Karen Hummel	Junk	12/8/2015	12/22/2015	Complied
325 W. Washington Street	Nathan Floyd	Junk	12/8/2015	12/22/2015	Complied
411 W. Main Street	Wells Fargo Bank	Junk	12/8/2015	12/22/2015	Complied
660 Jenne Street	Thomas & Nicole Brown	Junk	12/8/2015	12/22/2015	Complied

City of Grand Ledge
Planning Commission Meeting
Minutes from Meeting Held on
Thursday, February 4, 2016

Chairman Mike Stevens called the meeting to order at 7:01 p.m.

Attendance - Present: Mike Stevens, Bill Kane, Bob Doty, Todd Gute, Eric Morris, Steve Baribeau, Lynne MacDowell & Matt Salmon. Also present: Council Representative Keith Mulder & Zoning Administrator Sue Stachowiak.

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

Approval of the Agenda

Mr. Kane made a motion, seconded by Mr. Baribeau 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. Gute to approve the January 7, 2016 minutes, with the following corrections:

Delete the paragraph on Page 6 under adjournment and replace it with “Mr. Stevens adjourned the meeting at 8:15 p.m.”.

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

Notice of Agenda Items Conflicts - None

Business from the Floor - None

NEW BUSINESS

1. Site Plan Review – 403 S. Clinton Street – Building Addition

Ms. Stachowiak said that the site plan is for the construction of a 3,288 square foot addition to the south side of the existing office building at 403 S. Clinton Street. She said that an addition of 11 parking spaces directly south of the existing parking lot at this location is also being proposed. Ms. Stachowiak stated that the site comprises 2 separate parcels of land that will need to be combined before any building permits can be issued for the construction of the proposed addition.

Ms. Stachowiak stated that the site will continue to be accessed via the curb cut along Cedar Street and will also have access via the existing one-way/entrance only curb cut on S. Clinton Street. She said that while the driveway along S. Clinton Street does not comply with the minimum separation distance requirement, the 2 driveways have existed for many years and

have never resulted in any problems. Therefore, staff is recommending that the Commission approve the location of the driveway as shown on the site plan. In addition, she said that the City Engineer stated in his review that the driveway on S. Clinton Street should be increased to 15 feet in width.

Mr. Stevens said that a 15 foot wide driveway would put it too close to the building.

Mr. Gute said that he is comfortable with a 12 foot wide driveway.

Mr. Morris said that 12 feet wide is a bit narrow but there are not too many other options.

The Planning Commissioners agreed that 12 feet would be adequate width for the one-way driveway on S. Clinton Street.

Ms. Stachowiak said that the other issue with the site plan is the lack of curb and gutter around the parking lot and driveway.

Dave Jones, 222 W. River Street, stated that a curb around the parking lot and driveway would interfere with snow plowing.

Mr. Stevens said that this issue came up with McDonald's and the Commission allowed them to install rolled curb rather than straight-back curb.

Mr. Morris said that the site needs to be graded in a manner that allows for snow storage but does not result in excessive drainage onto the adjoining properties as it melts.

The Planning Commissioners agreed that rolled curb would be acceptable.

Mr. Gute said that the site plan shows a new light fixture near the southeast corner of the building.

Mr. Jones said that the new light will be the same as the other 2 exterior lights.

Ms. Stachowiak said that while a photometric plan has not been provided, the ordinance still requires that the lighting be shielded to prevent glare onto adjoining properties.

Mr. Gute said that it is critical in this area that the lighting does not glare beyond the property lines because of the neighborhood to the east.

Mr. Stevens asked about utilities.

Mr. Jones said that the sanitary sewer connects to the existing service line. He said that the water service will be addressed when the main is upgraded as part of the street reconstruction.

Mr. Jones said that he has been working with Larry LaHaie with regard to all utility matters associated with the site.

Mr. Morris asked about the run-off from the site.

Mr. Jones said that the drainage from the site flows to Cedar Street right now. He said that they are not changing the slope of the property by more than maybe 1 or 2 inches. He also said that there is a note on the site plan that they agree to comply with storm water management requirements as part of the future Cedar Street improvement project.

Mr. Mulder said that Mr. Tanasse is a neighbor of his both on S. Clinton and on Saginaw. He said that he is a good neighbor, maintains his property very well and he is looking forward to seeing this project come to fruition.

Mr. Gute said that this is good development for the City.

Mr. Gute made a motion, seconded by Steve Baribeau that the City of Grand Ledge Planning Commission approve the site plan prepared by Lyle Funkhouser, dated December 22, 2015, for the construction of a 3,288 square foot addition to the south side of the office building with related site improvements at 403 S. Clinton Street, subject to compliance with the applicable items contained in the staff report and the following:

- 1. The 2 parcels of land that comprise the site as depicted on the above-referenced site plan must be combined into one parcel of land;**
- 2. Compliance with the applicable items contained in the City Engineer's letter dated January 15, 2016 and the Public Service Director's letter (to be received at a later date);**
- 3. Compliance with the items contained in the Grand Ledge Area Fire Department's letter dated January 13, 2016;**
- 4. The driveway on S. Clinton Street is widened to 12 feet; and**
- 5. Rolled curb is required around the parking lot/driveway.**

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

2. Request for 1st Floor Apartment – 118 S. Bridge Street

Ms. Stachowiak said that this is a request by Dr. Williams Brooks to allow the vacant dental office suite in the building at 118 S. Bridge Street to be used for a single family residential apartment. The suite is approximately 1,500 square feet in area and is accessed via the entrance

to the building on W. River Street located between “The Nail Shop” and Ledge Craft Lane. It is part of the same building that contains Edward Jones Investments which has its entrance on S. Bridge Street. The suite is designed as a typical dental office but does contain a kitchen and bathroom. If this request is approved, a building permit will be required to convert the office into a residential apartment.

Ms. Stachowiak said that since there are commercial/office uses on the first floor of the building at 118 S. Bridge Street, in order to approve a first floor apartment at this location, the Planning Commission must find that the commercial, office and residential uses will be compatible with each other. She said that there is nothing to suggest that the office/commercial uses would have any negative impacts on the occupant(s) of the proposed residential unit. The businesses at 118 S. Bridge Street include “The Nail Shop”, “Edward Jones Investments” and a chiropractic office. These types of businesses typically do not generate any noise, vehicular and pedestrian traffic is minimal and their operations are generally confined to normal, daytime business hours. Based on these findings, Ms. Stachowiak said that she is recommending approval of the request.

Mr. Kane expressed concerns about adequate egress from the building in the event of an emergency.

Dr. William Brooks, 118 S. Bridge Street, said that there is another door that faces the park. He said that he is not sure that he will rent out the suite as a residential unit but he would like the option of doing so if he cannot find an office tenant.

Mr. Stevens said that a building permit will be required to convert the office to a residence and all code requirements, including proper egress, will have to be met.

Mr. Gute said that he is supportive of the request. He said that there are building code issues associated with the building that will have to be addressed, such as egress and window light.

Mr. Morris said that the tenant space that is the subject of this request may be useful for something other than residential space in the next few years. He said that the downtown is doing very well right now and residential may not be the best use of the space.

Ms. Stachowiak said that even if the space were to be converted to a residence, it could go back to being used for office or commercial uses at any time.

Ms. MacDowell said that the space is not desirable for retail space as there are no windows facing the street and not much room to install one to create a display window.

Mr. Doty made a motion, seconded by Mr. Gute to approve the request by Dr. William Brooks to utilize the 1,500+/- square foot, vacant office suite at 118 S. Bridge Street for a single family residential occupancy, based on a finding that the residential use will be compatible with the adjacent commercial and office uses. On a roll call vote, the motion carried unanimously.

3. Master Plan Update – Chapter 4, Transportation Plan

Ms. Stachowiak said reviewed the change she made to the document since the last meeting. She asked if the second to that last sentence in the 4th paragraph should be rewritten to state that the City should focus first on maintaining roads that are already in good shape.

Mr. Morris said that it is cheaper to keep good roads in good condition.

Mr. Mulder said that the City is committed to maintaining good roads first.

Mr. Morris said that the last line on page 47 should have “including alternate pedestrian signal phasing” between “pedestrian safety” and “at that location”.

The Commissioners agreed that the Master Plan should encourage nicer entrances to the City.

Mr. Morris said that the character of Grand Ledge is its downtown and people pass through on M-43 and never see it. The City just seems generic like any other town. He suggested that the City work with MDOT to make M-43 unique.

Mr. Morris said that “complete streets policies” would be helpful for Jefferson Street and that the Master Plan should be forward thinking document and therefore, references to what has already been accomplished should be removed from the document.

Ms. Stachowiak stated that she added “bumpouts” to line 2 of the second paragraph on page 51.

Mr. Morris said that there is a limit to how far out the bumpouts should extend so as to not interfere with corner clearance requirements for trucks to maneuver. He suggested removing the last line in paragraph 2 and replacing it with “...reducing the distance for pedestrians to cross the street.”

There was discussion about how the bumpouts would work with the on-street parallel parking spaces.

Ms. MacDowell said that people use the parking spaces as a right-turn lane.

Mr. Stachowiak said that she added a paragraph on page 59 recommending a pedestrian bridge at Clinton Street.

Mr. Gute said that if the crossing is from S. Clinton to N. Clinton, the document should simply state that rather than just “M-100”.

Mr. Kane said that a second vehicular crossing would make it more inviting for pedestrians in the downtown by alleviating some of the traffic.

Mr. Morris said that providing an alternate means of crossing the Grand River can have negative implications for the downtown as potential customers to the businesses may not go through downtown if there is an easier way to cross the Grand River.

Mr. MacDowell said that the trucks are probably the safest drivers in the downtown as they are paying careful attention because of the presence of pedestrians.

Mr. Baribeau said that the Jefferson/Bridge intersection either needs to be fixed to make it safer for pedestrians or an alternate crossing needs to be provided.

Mr. Morris said that there are two options: (1) demolish the building at the northeast corner or send all trucks down Jenne Street. He said that creating a truck route on Jenne Street would not likely go over too well with the residents in that area.

Ms. Stachowiak said that she would make the necessary changes from this meeting and the Commission can start reviewing Chapter 5 at the next meeting. She said that the goal is to have the entire document updated and adopted by the end of the year.

4. Zoning Ordinance Amendments – Article V, R-LD, R-MD: One Family Residential Districts

Ms. Stachowiak stated that she provided a map showing 5 potential locations for the type of high density single family development that is being proposed in the ordinance. They are the property at the north end of Gulf Street, the Dible property north of Vision Collision, the Tim Ellis property south of Castle Ledges Estate, the vacant property on the east side of S. Clinton Street, south of the businesses along M-43 and the Gilbert property that was newly annexed to the City. Ms. Stachowiak said that the Ellis property is the most logical location as that property was always intended to be high density, single family detached condominiums. She also said that, while it would be very expensive to install the infrastructure necessary to accommodate development, the property at the north of Gulf Street would provide a nice atmosphere for residential development.

Ms. Stachowiak said that the way the ordinance amendment is written, a parcel of land would have to qualify for high density single family residential use. She said that the site would have to comply with all of the following criteria:

1. The site has at least one property line abutting a nonresidential zoning district or parcel of land that is not being used for residential purposes.
2. There is at least one vehicular access point to the site that does not cross through a single family residential neighborhood.
3. The site is irregular in size, shape, topography or some other physical feature that makes development under the one-family low density residential site condominium option not reasonably practical.

Ms. Stachowiak said that the 3rd condition may be too restrictive as most of the sites identified on the map do not have any unique physical features. She said that the other conditions are necessary as they would prevent a situation such as use of the unplatted section of Meadow Woods Subdivision for high density, single family residential use.

The Commissioners agreed that condition 3 should be eliminated from the ordinance.

Ms. Stachowiak stated that at the last meeting, there was discussion about whether high density single family residential use should be its own zoning designation altogether as opposed to being an option for development under the R-MD district. She said that she feels strongly that it should not be its own zoning designation since doing so would prevent other types of development on the parcels of land that would have that designation such as typical single family development as allowed under the current ordinance.

Mr. Stevens said that the Ellis property is a good location for this type of development. He said that there is a real trend right now towards smaller homes on smaller lots and we have to accommodate it in our City so that people do not have to move away. He also said that the ordinance needs to include design guidelines so that garages do not become dominant features of the streetscape, entrances to the houses face the street and the structures are architecturally significant.

Mr. Doty mentioned the Roger Love property on W. Main Street as a possible location for this type of development.

Ms. Stachowiak stated that the Love property is surrounded by typical single family residential development and therefore, it may not be the best site for higher density single family development.

Mr. Baribeau said that the Gilbert property south of Old Saginaw Highway was presented to the neighbors as being typical single family development and therefore, it may not be fair to change that now by allowing high density residential development on that property.

Ms. Stachowiak stated that she would continue to work on the ordinance and bring a revised draft back to the Commission at the next meeting.

OTHER BUSINESS

Joint Planning Committee Report

Mr. Doty stated that the Committee will meet next month.

Zoning Administrator's Report

Ms. Stachowiak stated that she distributed copies of the site plan for a new manufacturing facility (Capitol Bedding) in the industrial park. She said that the facility would be located just west of the Lowes Distribution Center. Ms. Stachowiak said that the site plan will be on the March 3rd Planning Commission agenda for review and approval. She said that there are two issues. First, the landscaping plan is inadequate and secondly, the site plan does not provide for curbing around the parking lot. Ms. Stachowiak asked the Commission if they are going to require curbs around the parking lot.

Mr. Morris said that he does not believe that it is necessary except that there are other businesses in the industrial park that had to install it.

Mr. Gute said that he is supportive of the drainage concept wherein the drainage flows across the grassy area to clean itself before it filters in the system.

Ms. Stachowiak also said that the preliminary plat for Phase 5 of Fieldstone Farms has been submitted. It consists of 12 lots located just west of the existing Fieldstone Farms subdivision in Oneida Township and is part of the area that was recently annexed into the City via a 425 agreement.

Zoning Board of Appeals Representative's Report

Ms. MacDowell said that the ZBA did not meet in January.

Council Representative's Report

Mr. Mulder said that the Capitol Bedding facility needs to be operational by the end of the year as their lease expires at their current facility in Lansing. He also said that the City will not close on this property until tomorrow and therefore, the project needs to be kept confidential until that time.

Mr. Stevens asked about the status of the Rounds property.

Mr. Doty said that the City is trying to find a way to keep the garage for storage but if it is too costly, it will be demolished at the same time as the house is demolished.

Mr. Mulder said that he anticipates that construction of the boat launch will begin this construction season.

Mr. Kane asked about getting a copy of the list of priorities that the Council established.

Mr. Mulder said that the City can email them to the Commissioners.

Mayor's Report - None

Comments from Commissioner's

Mr. Gute said that the Commission could hold a special meeting to review the site plan for Capitol Bedding.

Mr. Salmon said that it is nice to see so much new construction taking place in the City. He said that the retail building at the site of the former Feldpausch building looks really nice.

Mr. Doty said that Facebook is blowing up over a front yard parking violation notice that Ms. Stachowiak sent out.

Mr. Doty stated that an old brick wall in the Davis building was located that has the names going back to 1867 and a lot of them are well known Grand Ledge names.

Mr. Doty said that he is working with Adam Smith, Rick Jones and the Michigan Municipal League to change the Home Rule City Act so that that appointed Board members can also serve as elected officials on the Charter Commission. He said that otherwise, he and Ms. MacDowell will have to resign from the Commission in August.

Mr. Doty asked Ms. Stachowiak to have copies of the agenda available at the meeting for the public.

Comments from Chairman

Mr. Stevens welcomed Mr. Morris back to the Commission. He also thanked Ms. MacDowell for serving as secretary of the Planning Commission for the next year..

Adjournment

Mr. Stevens adjourned the meeting at 8:45 p.m.

Submitted By:

Susan Stachowiak
Zoning Administrator

Lynne MacDowell, Secretary
Planning Commission

CITY OF GRAND LEDGE ZONING DEPARTMENT

PRELIMINARY PLAT - FIELDSTONE FARMS SUBDIVISION NO. 5

PREPARED BY: Susan Stachowiak, Zoning Administrator

DATE: February 23, 2016

GENERAL INFORMATION

APPLICANT/OWNER: Eric & Sondra Gilbert
4072 Tall Oaks Drive
Grand Ledge, MI 48837

REQUESTED ACTION: Preliminary Plat Approval – Phase 5 (lots 121-132),
Fieldstone Farms Subdivision.

EXISTING ZONING: R-MD, Single Family Residential

GENERAL LOCATION: The subject property is located between Saginaw
Highway and the north end of Stone Bluff Drive.

ADJACENT LAND USES: N Single Family Residential
S Single Family Residential
E Single Family Residential
W Vacant

ADJACENT ZONING: N “B-1” Highway Servicer District
S “R2-A” Medium Density Residential District
(Township Zoning)
E “R2-A” Medium Density Residential District
(Township Zoning)
W R-MD, Single Family Residential District

MASTER PLAN: The Master Plan designates the subject property
for single family residential use.

PROJECT HISTORY:

The first 4 phases of Fieldstone Subdivision are located in Oneida Township. The subject property, along with the properties to its north and west, were annexed into the City of Grand Ledge in 2015. The proposed phase 5 is merely an extension of the existing subdivision from where it current ends at the north terminus of Stone Bluff Drive. This phase will complete the subdivision as it was designed in the original preliminary plat.

Zoning Ordinance Requirements

The subject property is zoned R-MD, Single Family Residential which permits the proposed development.

The Zoning Ordinance requires a minimum lot width of 65 feet and a minimum lot size of 8,450 square feet. The proposed lots exceed these requirements.

The building setbacks shown on the preliminary plat are the minimum required by the Zoning Ordinance:

- Front yard setback: 25 feet
- Rear yard setback: 35 feet
- Side yard setbacks: 5 feet on one side and a total of 15 for both sides

Other minimum Zoning Ordinance development standards are as follows:

- Minimum House Size: 500 square feet (ground floor area)
960 square feet (total minimum floor area)
- Lot coverage: 30% maximum (buildings)
- Building height: 25 feet & 2 stories maximum

Subdivision Ordinance Requirements

The following items required by the Subdivision Ordinance have or have not been shown on the proposed Preliminary Plat:

- Proposed name of subdivision.....yes
- Location by section, town and range, or by other legal description.....yes
- Names & addresses of subdivider & professional who designed the subdivision.....yes
- Subdividers interest in the land.....yes
- Date.....yes
- North point and scale.....yes
- Layout of streets indicating proposed names, rights-of-way widths and connections with adjoining platted streets.....yes
- Topography drawn as contours with an interval of 5 feet.....yes
- Layout, numbers and dimensions of lots.....yes
- Indication of proposed uses of parcels to be dedicated or set aside for public use or for use by the property owners in the subdivision.....yes
- Lands set aside for future street connections.....n/a
- Indication of system proposed for sewage disposal.....yes
- Indication of system proposed for water supply.....yes
- Indication of system proposed for storm drainage.....yes

Development Requirements

The preliminary plat demonstrates compliance with the following minimum street design standards required by Article V, Design Standards and Article VI, Improvements, of Chapter 182 of the City of Grand Ledge Subdivision Ordinance:

“66-foot right-of-way, 27-foot bituminous or concrete pavement with integral curb measured from outside of curb to outside of curb, ten-and-one-half-foot separation strip and five-foot concrete sidewalk on each side of roadway, and one foot of space between sidewalk and right-of-way line on each side.”

The required 5 foot wide sidewalk is shown on the plat.

Existing trees near street rights-of-way must be preserved by the subdivider. Street trees must be provided at least one per lot of no less than one-inch caliber in size in a location and of a specified as approved by the Public Service Department.

Street name signs must be placed at all street intersections within or abutting the subdivision, and they shall be located as follows in the order of preference of the subdivider:

- A. Next to stop sign.
- B. At N.E. corner of intersection.
- C. At S.E. corner of intersection.

Permanent monuments shall be installed in compliance with and as specified by Act 288 of the Public Acts of 1967, State of Michigan, as amended.

All streets must be lighted in a manner approved by the City. The developer shall secure proposed street lighting plans from the servicing utility for modification and/or approval by the City prior to final plat approval. All installation costs must be paid by the developer.

Fire hydrants must be provided in accordance with all Fire Department rules and regulations.

Utilities are shown on the preliminary plat as required by the Subdivision Ordinance. Refer to letter dated 2/8/16 from City Engineer Jim Foster. Construction plans for the utilities and streets must be reviewed and approved by the City Engineer, Public Service District and Fire Department prior to installation of any infrastructure improvements.

Approval Procedure

Fieldstone Subdivision has already received the necessary preliminary plat approvals from the various State and County agencies required by Sections 113 through 118 of the State of Michigan Land Division Act (P.A. 288 of 1967), as amended.

Preliminary Plat - Phase 5, Fieldstone Subdivision
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The preliminary plat complies with all other requirements of P.A. 288 as well.

Notice of a public hearing has been provided to all land owners adjoining the subject property as required by Section 182-10 of the Subdivision Ordinance.

Section 182-9 states:

“The Planning Commission shall approve, approve conditionally, or disapprove the proposed plat.”

The Planning Commission recommendation will be forwarded to the City Council for final action. Approval of the preliminary plat allows the subdivider to proceed with the preparation of a final plat, which must conform substantially to the approved preliminary plat. Although preliminary plat approval does not constitute approval of the final plat, it is considered approval of the layout which serves as a guide to the preparation of a final plat.

Construction plans for the utilities and streets must be reviewed and approved by the City Engineer, Public Service District and Fire Department prior to installation of any infrastructure improvements.

STAFF RECOMMENDATION

The following motion is offered for the Planning Commission’s consideration:

"I make a motion to recommend approval of the Preliminary Plat for Phase 5 of Fieldstone Subdivision (lots 121-132), as depicted on the plan dated 1/27/2016.”

Respectfully Submitted,

Susan Stachowiak
Zoning Administrator



2/8/2016

Re: Fieldstone Farms No. 5 – Preliminary Plat Review
 Project No: 16001

Susan Stachowiak
 Zoning Administrator
 City of Grand Ledge
 310 Greenwood Street
 Grand Ledge, MI 48837

Dear Susan:

We are in receipt of your memorandum dated February 3, 2016 for a Preliminary Plat Review of Phase 5, Fieldstone Farms. Plans have been prepared by Mr. Larry Bryan, P.S. of KEBS, Inc. of Haslett, Michigan. We offer you the following comments:

The proposed plat consists of the addition of 12 lots (Lots 121 through 132) that will connect Silver Leaf Drive to Stone Bluff Drive and extending Stone Bluff Drive north to Saginaw Highway. The following is the zoning for the development. Each lot meets the 8,450 square feet and 65 foot lot width requirement.

USE DISTRICT	MINIMUM YARD SETBACK			
	FRONT	SIDE	SIDE	REAR
R-MD REQ'D	25'	5' Min	15' Total	35'
R-MD - PROVIDED	25'	7.5'	15'	35'

General Comments

1. Water System:
 - a. The proposed water main on Saginaw Highway should be indicated as a 12-inch water main, not an 8-inch.
 - b. Proposed water system connection on Overbrook Lane to Fieldview Drive should be provided at this time for water reliability.
2. Sanitary Sewer System:
 - a. It appears that the sanitary sewer main line at the proposed upstream end at the north end is roughly 6.5 feet in depth. It is likely that gravity service to basements will be difficult within this phase without the use of a pump.

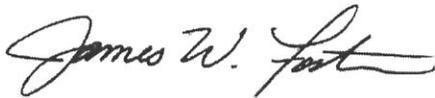
3. Stormwater Management:
 - a. It appears that off-site stormwater is planned to be collected by the proposed storm sewer system. Petitioner to provide stormwater calculations for review prior to approval.
 - b. Design must incorporate the policies and procedures of the Post Construction Stormwater Control Manual and Ordinance No. 547 of 2013.
4. Roadway Section:
 - a. Aggregate base course shall extend 1 foot beyond the back of curb.
 - b. MDOT 21AA Aggregate Base may be used in lieu of MDOT 22A if desired.
 - c. MDOT HMA, 13A shall be used as a minimum mix design for the asphalt pavement.

Additional Comments

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

If you have any questions, please contact our office.

Sincerely,
ZIEMNICK FOSTER ENGINEERING, LLC



James W. Foster, P.E.

Delivered by: via Email (PDF)

Cc: Mr. Larry LaHaie – City of Grand Ledge Public Service Director
Mr. Casey Godlewski – Fire Chief, Grand Ledge Area Emergency Services Authority



North

STAFF REPORT

TO: Planning Commission
City of Grand Ledge

FROM: Susan Stachowiak
Zoning Administrator

DATE: February 25, 2016

RE: Site Plan Review –New Manufacturing Building & Related Site Improvements
Capitol Bedding Company, Inc.
Vacant Property – West of 430 Winstanley Blvd. (Lowe's Distribution Facility)

This attached site plan prepared by Exxel Engineering, Inc., dated January 8, 2016, is for the construction of a 38,072 square foot manufacturing building with related site improvements on the vacant site located immediately west of the Lowe's Distribution Warehouse in the Grand Ledge Willis Industrial Park.

Attached is a copy of the proposed site plan, landscape plan, building elevations, floor plan and department head and agency reviews that have been received thus far.

APPLICANT: FCC, Inc.
8182 Broadmoor Avenue, SE
Caledonia, MI 49316
616-891-4000]

OWNER: Capitol Bedding Company, Inc.
2208 N. Grand River Avenue
Lansing, MI 48906
517-321-3932

PARCEL SIZE & SHAPE: 490' x 540' = 264,600 square feet
6 acres - Rectangular Shape

SURROUNDING LAND USES: N: Vacant
S: Industrial
E: Lowe's Distribution Warehouse
W: Vacant

Site Plan Review – Capitol Bedding, Inc.

February 25, 2016

Page 2

SURROUNDING ZONING: N: “I-1” Light Industrial District
 S: “I-1” Light Industrial District
 E: “I-1” Light Industrial District
 W: “I-1” Light Industrial District

ZONING: The subject property is zoned “I-1” Light Industrial District

SITE DEVELOPMENT STANDARDS:

Article XVI of the Zoning Ordinance mandates the following site development requirements for buildings in the “I-1” Light Industrial District:

	Required	Proposed
Front Yard Setback	25 feet	160 +/- feet
Rear Yard Setback	40 feet	240 +/- feet
Side Yard Setback (east)	20 feet	158 feet
Side Yard Setback (west)	20 feet	30.3 feet
Building Height Limitation	40 feet	20.5 feet
Building Coverage (covenants)	50%	Less than 20%

LANDSCAPING

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

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

Under the new landscaped standards, six trees with a minimum starting size of 3.5 caliper inches are required. The site plan shows 6 trees with a minimum starting size of 2.5 caliper inches. The new ordinance also requires 98 shrubs with a minimum starting size of at least 24 inches in height and spread. The site plan shows 23 shrubs. The landscaping shown on the plan is consistent with the landscaping on the existing sites in the Industrial Park which were developed under the previous landscape ordinance that required substantially less landscaping. Furthermore, since the site is located in an industrial park, staff is recommending that the landscape plan be accepted as submitted.

PARKING

Numerical Parking Space Requirements

The parking space requirements shown on the site plan are incorrect. Based on the recently adopted amendments to Section 220-57(L) of the Zoning Ordinance, the required number of parking spaces for the site is as follows:

Office – 1 space for each 250 sq. ft. of usable floor area - $708 \text{ sq. ft.} / 250 = 3 \text{ spaces}$
Manufacturing – 1 space for each 450 s. ft. of usable floor area – $25 / 1.5 + 5 = 27 \text{ spaces}$

Total Spaces Required: 30 spaces
Spaces Provided: 32 (including 2 barrier free spaces).

Bicycle parking is not required in the “I-1” Light Industrial District

Parking Lot Design Requirements

The proposed parking layout demonstrates compliance with all dimensional requirements of Section 220-58 of the Zoning Ordinance. Section 220-58(O) requires concrete curbs around all parking lots and driveways. The site plan shows concrete curbs for the drive approaches within the road right-of-way. Given the location of the site within an industrial park and the layout of the site which provides a sufficient distance between the parking area and the adjoining sites, it is recommended that the Planning Commission accept the parking lot as depicted on the site plan.

Parking Area Lighting

A photometric plan (Sheet E-1) is included as part of the site plan package. The lighting plan complies with all requirements of Section 220-07 of the Zoning Ordinance which regulates exterior lighting.

WASTE RECEPTACLES

The proposed dumpster is located on the side of the east wall of the building. The dumpster enclosure details as shown on Sheet A4-2 demonstrate compliance with all requirements of Section 220-76 of the Zoning Ordinance.

UTILITIES

Please refer to the review from the City Engineer, Jim Foster dated February 17, 2016 and Public Services Director, Larry LaHaie dated February , 2016. None of the comments contained in the City Engineer’s review will impact the layout of the site.

SIGNS

- One on-premises ground sign is permitted. The sign may be directly or indirectly illuminated, may be permitted. Such sign shall not exceed 10 feet in height, 100 square feet in area and must have a 20 foot setback from the road right of way line.
- One sign on the front (north) wall of the building is permitted. The sign is limited to an area equal to not more than five percent of the area of the wall of the establishment upon which the sign is placed.
- All signs will require separate permits.

INDUSTRIAL PARK COVENANTS & RESTRICTIONS

- The proposed site plan demonstrates compliance with all site development standards contained in the Industrial Park Covenants and Restrictions. The site plan and the architectural design plans also must be approved by the Local Development Finance Authority.

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 Exxel Engineering, Inc., dated January 8, 2016, for the construction of a 38,072 square foot manufacturing building with related site improvements on the vacant site located immediately west of the Lowes Distribution Warehouse in the Grand Ledge Willis Industrial Park, subject to compliance with the applicable items contained in this staff report and the following:

1. Compliance with the applicable items contained in the City Engineer's letter dated February 17, 2016 and the Public Service Director's letter date February, 2016; and
3. Compliance with the items contained in the Grand Ledge Area Fire Department's letter dated February 9, 2016.

Respectfully Submitted,

Susan Stachowiak
Zoning Administrator



Site Plan Review Application

For Office Use Only

Fee Paid _____

Date Received: _____

Applicant(s) FCC, INC.

Address 8182 BROADMOOR AVE SE
CALEDONIA, MI 49316

Daytime Phone (616) 891-4000

Evening Phone (616) 498-9985

Interest in Property (check one)

Owner

Represent Owner

Other _____

Option to buy

Lessee

Complete address of property requested to be reviewed _____

Owner Name(s) CAPITOL BEDDING COMPANY, INC.

Address 2238 NORTH GRAND RIVER
LANSING, MI 48906

Daytime Phone (616) 517-321-3932

Evening Phone _____

Legal Description (indicate attached if needed): SEE SITE PLAN

Lot size: Width 490' Length 540' Area 6 ACRES

Current zoning: I-1 INDUSTRIAL

Proposed use of property VACANT

Estimate the following:

General traffic volume 60 VTPD

Total population increase 25 EMPLOYEES

Population per acre 5

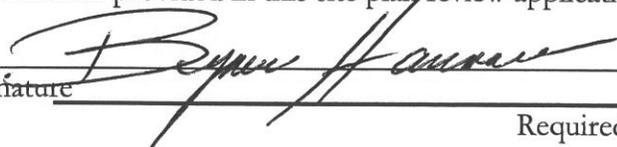
Hours of operation 7:00 AM TO 6:00 PM

- Total number of employees 25
- Total building area proposed 38,050 SQ. FT.
- Parking spaces 32 + 10 DEFERRED

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 2-1-2016

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"/>	_____



2/17/2016

Re: Capitol Bedding – Site Plan Review
 Project No: 16001

Susan Stachowiak
 Zoning Administrator
 City of Grand Ledge
 310 Greenwood Street
 Grand Ledge, MI 48837

Dear Susan:

We are in receipt of your memorandum dated February 3, 2016 for a new building at the intersection of Winstanley Blvd and Comet Lane in the Willis Industrial Park. Plans have been prepared by Mr. Robert Berends, P.E. of Exxel Engineering, Inc of Grand Rapids, Michigan. We offer the following comments:

The proposed development consists of a 36,000 square foot manufacturing building located on 6.0 acres of land at the southeast corner of Winstanley Boulevard and future “C Drive”. Parcel is zoned I-1 Light Industrial.

USE DISTRICT	MINIMUM YARD SETBACK			
	FRONT	SIDE	SIDE	REAR
I-1 REQ'D	25'	20' Min	40' Total	40'
I-1 - PROVIDED	150'	30'	158'	235'

General Comments

1. Water System:
 - a. The proposed water main and service shall have a minimum bury depth of 5.5 feet from the top of main to finished grade.
 - b. The fire service line shall contain a post indicator valve on the developing parcel located outside the fall zone of any building wall.
 - c. Ductile Iron Class 52 shall be used from the fire protection service line.
2. Sanitary Sewer System:
 - a. Clean outs shall be provided at each bend and at maximum distances of 100 feet. Please add one (1) clean out at the first bend outside the building.

- b. The development is a bed manufacturing facility. We expect this facility to have normal effluent with no corrosive, hazardous, or processed liquids requiring special treatment. If this is an inaccurate expectation, additional information shall be provided for review.
- 3. Stormwater Management:
 - a. Provide stormwater design calculations for on-site storm sewer for review.
- 4. Parking / Roadway Section:
 - a. No curb and gutter are shown within the parking lot area. Petitioner to review Section 220-58 for requirements.

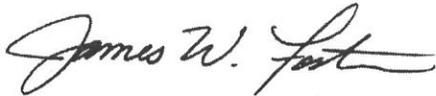
Additional Comments

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

If you have any questions, please contact our office.

Sincerely,

ZIEMNICK FOSTER ENGINEERING, LLC

A handwritten signature in black ink that reads "James W. Foster". The signature is written in a cursive, flowing style.

James W. Foster, P.E.

Delivered by: via Email (PDF)

Cc: Mr. Larry LaHaie – City of Grand Ledge Public Service Director
Mr. Casey Godlewski – Fire Chief, Grand Ledge Area Emergency Services Authority

Grand Ledge Area Fire Department

500 N. Clinton St.
Grand Ledge Mi. 48837
(517) 627-1157

February 9, 2016

Susan Stachowiak, Zoning Administrator
310 Green St
Grand Ledge Mi 48837

RE: Capital Bedding

Dear Susan,

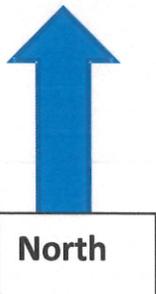
During the review of Capital Bedding Facility there are a few items that the Fire Department feels are a concern for access and water supply. We have listed the following requirements for the Property.

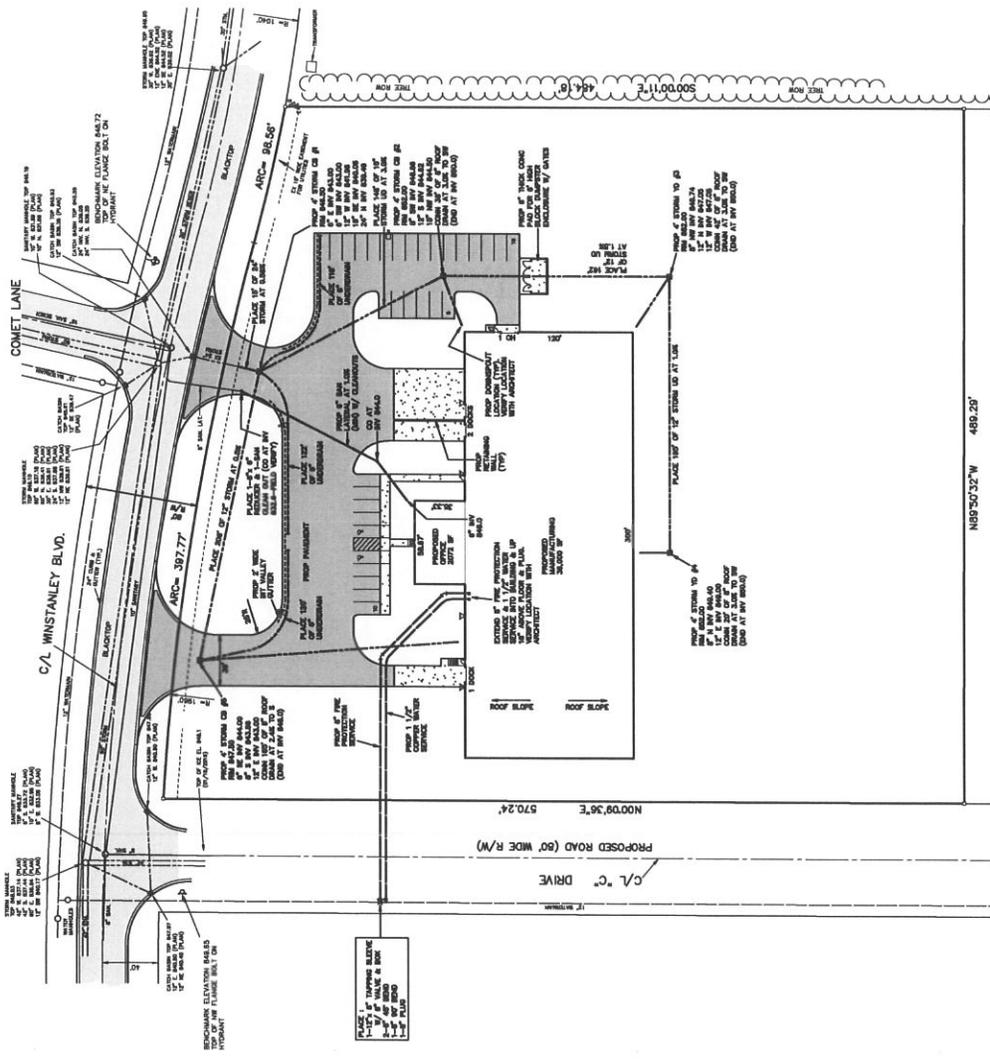
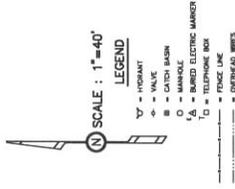
- Fire Department walk-through for pre-incident information, completion of MSDS information, and facility contact information.
- Buildings address numbers in place before occupancy, and shall be placed where they are plainly legible and visible from the street or road fronting the property. As per city ordinance. IFC 2006 - 903.2.5
- Fire Department lock Box to be installed by the owner or their representative in an approved location. Key box to be located to the right of the main entrance. The box shall be mounted no higher than 5' and no lower than 3' above finished grade. IFC 2006 - 506.1
- Fire Department access to property shall be provided and maintained prior to any combustible construction; all roads must be able to support the weight of fire department apparatus. IFC 2006 – 503.1
- Fire extinguishers to be installed per N.F.P.A. 10.
- Automatic sprinkler system shall be installed per IFC 2006 – 903.2.3. Plans for sprinkler system shall be given to the Fire Department for approval prior to any construction.
- Sprinkler system, control valves, water flow switches on all sprinkler systems shall be electrically supervised.
- Fire Department connections (FDC) shall be installed according to N.F.P.A. standards. IFC 2006 - 912.1

- Fire Department Connection Location – Connection shall be located where fire apparatus and hose connected to supply system will not obstruct access to building for other fire apparatus. As this is required we need to look at placing a new hydrant located within 100ft and no closer than 50ft. Please contact Fire Department for suggestions for location. FDC should be located on the street side of the building, fully visible and recognizable from the street or nearest fire department access point. IFC 2006 – 912.2, 912.2.1
 - Additional hydrant located in the North East corner of building
 - Horn / Strobe on exterior located above FDC

Thank you for the opportunity to review the site plans for the Capital Bedding facility, if there are any questions please contact me Station - 517-627-1157 Cell 517-420-5221

Rodney VanDeCastele,
Grand Ledge Area Fire Dept.





- STORM SEWER NOTES:**
1. ALL STORM SEWER PIPING SHALL HAVE 12" MIN. COVER.
 2. YARD DRAIN (YD) SHALL HAVE 1/2" RIGID CASTING WITH 1/2" MIN. COVER.
 3. STORM & STORM UNDERDRAIN (SUD) SHALL BE 12" RIGID CASTING WITH 1/2" MIN. COVER.
 4. PIPE WITH SUD ON APPROVED EQUAL MAINTAIN 12" MIN. COVER.
 5. SUD JOINT LEAD SHALL BE PVC SDR-35.

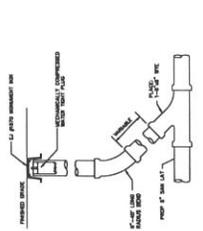
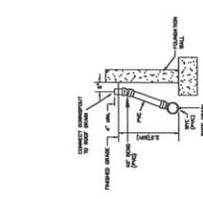


811
Know what's below you dig.
Call before you dig.

UTILITY PLAN
CAPITOL BEDDING
For: WILLIAM BEJERLE (917)-321-3032
2238 NORTH GRAND RIVER
LANSING, MI 48209
IN: CITY OF GRAND LEDGE, GRAND LEDGE, EASTON COUNTY, MICHIGAN
PROJECT NO. 15-00000

excel engineering, inc.
PLANNERS - ENGINEERS - SURVEYORS
15000 GRAND LEDGE AVENUE, SUITE 100
GRAND LEDGE, MI 49830
TEL: (917) 321-3032 FAX: (917) 321-3033
WWW.EXCEL-ENGINEERING.COM

DATE	DESCRIPTION
11/15/11	ISSUE FOR PERMIT
01/10/12	ISSUE FOR PERMIT
03/15/12	ISSUE FOR PERMIT
05/15/12	ISSUE FOR PERMIT
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SITE LIGHTING

T-301

EL1

Drawn by
Alan Stacey

Issued Date
01.28.16

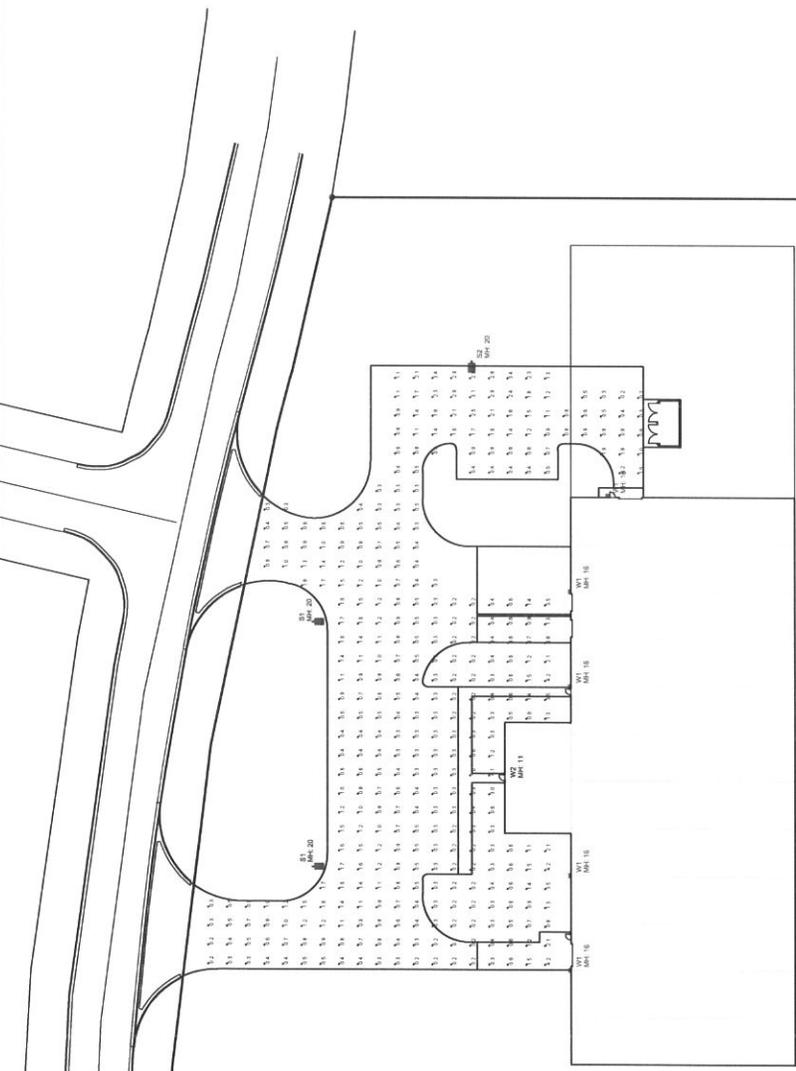
Revisions

CAPTOL BEDDING

DISCLAIMER
 The drawings are based on the information provided by the client. The designer is not responsible for any errors or omissions in the drawings. The client is responsible for providing accurate information and for obtaining all necessary permits. The designer is not responsible for any construction or installation of the lighting system. The client is responsible for providing all necessary information and for obtaining all necessary permits. The designer is not responsible for any construction or installation of the lighting system.



Crites, Tiday & Assoc., Inc.
 908C West River Center Dr
 Comstock Park MI 49321
 PH: 616-647-2400
 www.ctatiday.com



Symbol	Qty	Manufacturer	LED	LED	SP	Manufacturer	Description
31	1	PHILIPS	1000	1000	1000	PHILIPS	PHILIPS QUANTUM BE
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99	1	PHILIPS	1000	1000	1000	PHILIPS	PHILIPS QUANTUM BE
100	1	PHILIPS	1000	1000	1000	PHILIPS	PHILIPS QUANTUM BE

Category	Qty	Unit	Area	Max	Min	Foot/Cable	Notes
LED	100	ft	1000	4.2	4.5	1000	

