

**AGENDA
CITY OF SWARTZ CREEK
PLANNING COMMISSION
PAUL D. BUECHE MUNICIPAL BUILDING
TUESDAY, AUGUST 6, 2019, 7:00 P.M.**

1. CALL TO ORDER:

2. PLEDGE OF ALLEGIANCE:

3. ROLL CALL: Binder, Farmer, Farrell, Grimes, Henry, Krueger, Novak, Stephens & Zuniga.

4. APPROVAL OF AGENDA:

5. APPROVAL OF MINUTES:

6. CORRESPONDENCE:

- A. Resolutions
- B. Minutes: July 2, 2019
- C. Staff Meeting Letter
- D. Biggby Site Plan & Reviews

7. MEETING OPENED TO PUBLIC (NON-PUBLIC HEARING ITEMS):

8. BUSINESS:

- A. Biggby Site Plan & Special Land Use

PUBLIC HEARING

9. MEETING OPENED TO THE PUBLIC:

10. REMARKS BY PLANNING COMMISSION MEMBERS:

11. ADJOURNMENT:

**RESOLUTIONS
CITY OF SWARTZ CREEK
PLANNING COMMISSION
PAUL D. BUECHE MUNICIPAL BUILDING
TUESDAY, AUGUST 6, 2019, 7:00 P.M.**

Resolution No. 190806-01 **Agenda – August 5, 2019**

Motion by Planning Commission Member: _____

I Move the Swartz Creek Planning Commission approves the agenda for the August 6, 2019 Planning Commission meeting.

Second by Planning Commission Member: _____

Voting For: _____

Voting Against: _____

Resolution No. 190806-02 **Minutes – July 2, 2019**

Motion by Planning Commission Member: _____

I Move the Swartz Creek Planning Commission approves the Minutes for the July 2, 2019 Planning Commission meeting.

Second by Planning Commission Member: _____

Voting For: _____

Voting Against: _____

Resolution No. 190806-03 **RESOLUTION TO APPROVE THE BIGGBY SITE PLAN
AND SPECIAL LAND USE**

Motion by Planning Commission Member: _____

WHEREAS, the city received a proposal to construct a drive through use on the Meijer site, identified as parcel 58-36-100-014, said land zoned General Business District (GBD) with a Planned Unit Development overlay zoning classification, and;

WHEREAS, the project is a special land use within the GBD and requires site plan review with an additional approval for the special land use, and;

WHEREAS, the planning commission finds that the project, consisting of a drive-through only modular structure, to be an innovative and disruptive land use that is best classified as an accessory use, and;

WHEREAS, the planning commission, in reviewing the application materials and review criteria in Zoning Ordinance finds the proposed site plan of a special land use for drive through, meets the intent of the zoning ordinance, and;

WHEREAS, the planning commission finds that the site plan in conjunction with the special land use, meets all other general standards applicable for the site plan and special land use, with the following exceptions:

1. Drive spacing is not dimensioned
2. Drives do not contain curb
3. Landscaping plan is incomplete
4. Site plan informational data, while generally sufficient for review, is incomplete
5. Proposed lighting may produce glare
6. Building materials are non-durable

WHEREAS, the planning commission, in further reviewing the ordinance, finds that the plan, while not in strict compliance with the specific ordinance requirements for a special land use, finds such special land use requirements to be unnecessary or irrelevant in accordance with Zoning Section pertaining to special land uses, including:

1. Requirement for a traffic study
2. Requirement for three drive through delivery spaces

WHEREAS, the engineering reviews are not yet available as it relates to utilities, storm water, materials, and related features.

NOW, BE IT RESOLVED that the Swartz Creek Planning Commission hereby approves the site plan, dated 07/19/2019 and included in the planning commission packet of August 6, 2019, subject to the following conditions, as well as any recommendations of the city engineers:

1. Landscaping to be revised and administratively approved
2. Lighting to be affirmed to be non-glare
3. Building material, color, and roof provisions to be waived
4. Site plan to be updated to affirm dimensions/standard requirements
5. Requirement for curbing to be waived
6. All other engineering standards shall be applied to site development

BE IT FURTHER RESOLVED that the Swartz Creek Planning Commission hereby recommends approval of the special land use to the city council, subject to the following waivers and the recommendations of the city engineers:

1. Waiver of a traffic study
2. Waiver of provision of one of three drive through delivery spaces

Second by Planning Commission Member: _____

Voting For: _____

Voting Against: _____

Resolution No. 190806-04 Adjourn

Motion by Planning Commission Member: _____

I Move the Swartz Creek Planning Commission adjourns the August 6, 2019 Planning Commission meeting.

Second by Planning Commission Member: _____

Voting For: _____

Voting Against: _____

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF PLANNING COMMISSION MEETING
July 2, 2019**

Meeting called to order at 7:00 p.m. by Commissioner Novak.

Pledge of Allegiance.

ROLL CALL:

Commissioners present: Binder, Farrell, Henry, Novak, Krueger, Farmer.

Commissioners absent: Grimes, Stephens.

Staff present: Adam Zettel, City Manager.

Others present: Bob Plumb, Juan Zuniga, Lania Rocha, Erik & Dawn Jamison.

APPROVAL OF AGENDA:

Resolution No. 190702-01 **(Carried)**

Motion by Commissioner Farmer support by Commissioner Krueger, the Swartz Creek Planning Commission approves the agenda for the July 2, 2019 Planning Commission meeting.

Unanimous Voice Vote
Motion Declared Carried

APPROVAL OF MINUTES:

Resolution No. 190702-02 **(Carried)**

Motion by Commissioner Krueger support by Commissioner Binder the Swartz Creek Planning Commission approves the minutes for the June 4, 2019 Planning Commission meeting.

Unanimous Voice Vote
Motion Declared Carried

MEETING OPENED TO THE PUBLIC:

None.

BUSINESS:

Incentive Guideline

Discussion

Adam Zettel, City Manager briefly described the Redevelopment Ready Community Program and achieving the best practices of the program. City abatements and an incentive program is part of this RRC program process. Council approved the conceptual use of abatements and incentives and would like the commission to make recommendations regarding the application of these. A draft was included in packet and the commission reviewed and changes were made.

Resolution No. 190702-03

(Carried)

Motion by Planning Commission Member Farmer
Second by Planning Commission Member Krueger

Motion by Commissioner Farmer support by Commissioner Krueger, the Swartz Creek Planning Commission accepts the incentive guidelines as amended.

Yes: Krueger, Farmer, Binder, Farrell, Henry, Novak.

No: None. Motion Carried.

Meeting Open to Public:

None.

Remarks By Planning Commission:

Commissioner Krueger he was glad that it was mentioned on how the state tax board works.

Commissioner Farmer excited for what is to come and the great potential we have, downtown looks amazing.

Adjourn

Resolution No. 190702-04

(Carried)

Motion by Planning Commission Member Farmer
Second by Planning Commission Member Krueger

I Move the Swartz Creek Planning Commission adjourns the July 2, 2019 Planning Commission meeting.

Unanimous Voice Vote
Motion Declared Carried

Meeting adjourned at 7:49 p.m.

Jentery Farmer,
Secretary



Where Friendships Last Forever

Adam Zettel, AICP

City Manager

azettel@cityofswartzcreek.org

Date: July 31, 2019

To: Planning Commissioners
From: Adam Zettel, AICP
RE: August 6, 2019 Planning Commission Meeting

Hello everyone,

We will be meeting at 7:00 p.m. on August 6, 2019. There is an application before the planning commission for a modular drive-through restaurant. This is a special land use and site plan review for an accessory use on the Meijer site. A separate review letter is attached that considers the application in detail. Please refer to that for findings. There is a recommendation to approve the proposal, subject to conditions.

Note that this is a unique and disruptive use that is not as large or impactful as a standard restaurant. However, it is larger and more impactful than a typical ATM or similar kiosk drive through (e.g. 1970s photo huts). As such, we have enlisted our consultant planner to assist in gauging the conceptual impact within the more object conditions imposed by our zoning code.

In short, the concept makes sense given trends in land use and service industry efficiencies. It utilizes space that otherwise goes unused and is a relic of suburban sprawl. At the same time, the footprint is quite small and efficient. It is a use we can expect more of as parking lots diminish in importance and delivery/pickup/vehicle services dominate a world of semi-autonomous and autonomous vehicles.

With that said, the site is small. The building is literally 1/3rd to 1/6th the size of dine-in fast food establishments with drive through service. The employee count is likewise reduced. Due to the modular nature, materials are also considerably different. Whether or not this type of installation takes hold is unknown, but I believe we should consider it in this instance and future applications.

Ultimately, we desire a functional site that will have longevity and a desirable appearance. The applicant, in hoping to model this site to others in SE Michigan, desires the same. I believe our consultant can assist with enabling a proper plan and installation under our conceptual aspirations. Based upon the findings of the commission, we may need to go back to the drawing board, approve the project with conditions, and/or consider

8083 Civic Drive

Swartz Creek Michigan 48473

Phone: (810)-635-4464

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August 6, 2019
Planning Commission

ordinances to address modular retail/service in the future. I have included a resolution to approve the plan with conditions. I hope to have more dialogue at the meeting that may result in further plan adjustments and conditions to ensure a quality product.

In other news, the townhome site plan and land sale has been given final approval by the city council. The council also followed the planning commission's recommendation regarding incentives. Things are really moving along!

Note that there will be a ZBA meeting on August 21st to consider a use variance for vacant land on Seymour Road.

Sincerely,



Adam H. Zettel, AICP
City Manager
City of Swartz Creek
azettel@cityofswartzcreek.org



APPLICATION FOR SITE PLAN REVIEW

**City of Swartz Creek
8083 Civic Drive
Swartz Creek, MI 48473
810-635-4464**

Date: 7, 2, 19

File No: _____

Fee Received: _____ Receipt No: _____

NOTICE TO APPLICANT:

Regular meetings of the Swartz Creek Planning commission are held on the first Tuesday of each month at 7:00 PM, at the City Hall, 8083 Civic Dr. Application for site plan review shall be filed at least twenty (20) days before the scheduled meeting date.

Applicant should be familiar with all aspects of the City's Zoning Appendix A pertinent to the site plan application, including but not limited to: the appropriate level of site plan review, the site plan process, review standards, performance guarantees, use restrictions, landscaping, parking, design standards, fees, and enforcement.

TO THE PLANNING COMMISSION:

I, (We), the undersigned, do hereby respectfully make application and petition the Planning Commission to recommend approval of the attached site plan as hereinafter requested, and in support of this application, the following facts are shown.

Furthermore, I (We) have attached proof of ownership, information regarding the number of peak employees anticipated to accompany the site plan uses, and the names, addresses, and telephone/fax numbers of any and all engineers, attorneys, architects, and other professionals associated with this project.

The property is located and described, as follows:

Assessment Roll Description No. 58-36 - 100 - 014,

Address: 4141 Morrish Road, Swartz Creek, MI 48473

Other description: Meijer Swartz Creek Location

It has a frontage of: _____ feet and a depth of: _____ feet. Total acreage is: _____

PRESENT ZONING: GBD - General Business & PUDD -Planned Unit Development District

If the property is in acreage, and is not therefore a part of a recorded plat: The subject property is located and described as follows: (indicate total acreage also).

Assessment Roll Description No. 58-____-____-____,

SITE PLAN APPLICANT INFORMATION:

Name: Atkinson 583 LLC

Address: 12011 Miller Road, Lennon, MI 48449

Phone Number: (517) 897-4294 Email Address: matkinson@biggby.com

SUBJECT PROPERTY IS OWNED BY:

Name: Meijer

Address: 2929 Walker Ave. NW Grand Rapids, MI 49544

Phone Number: 616 - 791 -3909 (Matt Levitt)

It is proposed that the property will be put to the following use:

Modular Biggby Coffee (Drivethru only) to be built off of the parking lot

It is proposed that the following building(s) will be constructed (note gross sq. ft of each):

One Modular B Cubed (unit comprised of three main parts), totalling 267.75 sq. ft.

Signature of Applicant: Meghan Atkinson Phone Number: (517) 897-4294

Email Address: matkinson@biggby.com

Signature of Owner: Matt Levitt Phone Number: 616 - 791 - 3909

Real Estate Manager



APPLICATION FOR SPECIAL USE APPROVAL
City of Swartz Creek
8083 Civic Drive
Swartz Creek, MI 48473
810-635-4464

To: City Clerk Date: 07 / 02 / 19 Paid: _____ Receipt No: _____

NOTICE TO APPLICANT:

Regular meetings of the Swartz Creek Planning Commission are held on the 1st Tuesday of each month at 7:00 PM, at the City Hall, 8083 Civic Dr. Application for Special Use shall be filed at least thirty (30) days before the scheduled meeting date.

TO THE PLANNING COMMISSION

I, (We), the undersigned do hereby respectfully make application and petition the Planning Commission to call a special hearing to determine whether there are objections for the use of said property as follows:

Bigby Coffee BCUBED drive-thru coffee shop to
be placed in the grass lot to the southeast
of the Meijer Gas Station.

1. The property sought to be used as a "Special Use" is located and described, as follows: Assessment Roll Description No. 58-____-____-____,

The grass lot directly to the southeast of the Meijer
Gas Station.

2. The property sought for "Special Use" is owned by:

Name: Meijer

Address: 4141 Meccish Rd, Swartz Creek, MI 48473

3. Requirements:

4. It is desired and requested that the foregoing described property be given a "Special Use" permit for:

A drive-thru in our Biggby Coffee BCUBED.

5. We attach a statement hereto indicating why we request the "Special Use" of this property so stated, and why such will not be detrimental to the public welfare, nor the property of other persons in the vicinity thereof.

6. Submit plot plan.


Signature of Applicant

12011 Miller Rd, Lenoir, ME 48449
Address

Phone Number: (517) 897-4294 Email Address: matkinson@biggby.com

A. Action Taken by the Planning Commission:

1. Date of first appearance of applicant: / /
2. Date of Public Hearing: / /
3. Findings of Planning Commission:

B. Determination:



July 26, 2019

Planning Commission
City of Swartz Creek
8083 Civic Drive Pontiac Trail
Swartz Creek, MI 48473

Subject: B Cubed
Type of Review: *Special Land Use and Site Plan Review*
Date of Application: 5/20/2019
Location: 4141 Morrish Road
Size of Site: not provided
Zoning: GB General Business with a PUD Planned Unit Development Overlay
Applicant: B Cubed

Dear Commissioners:

At your request, we have completed our review of the above special land use request for a drive-through coffee shop for B Cubed at 4141 Morrish Road. The subject area is located in the southwest portion of the approved Meijer Planned Unit Development. The property is zoned GB, General Business District with a PUD, Planned United Development Overlay. Drive-through facilities in the General Business District are considered special land uses.

The opinions in this report are based on a review of the special land use application submitted by the applicant and conformance to City plans and ordinance standards. Please note that the applicant and their design professionals shall be responsible for the accuracy and validity of information presented with the application. In reaching a decision on the application, the Planning Commission should consider our comments along with those from other staff and consultants, additional information provided by the applicant, input provided during the public hearing, and your own findings based on ordinance standards as part of your deliberation.

SPECIAL LAND USE REQUEST

The applicant is proposing to install a pre-manufactured drive-through coffee shop on a vacant area in the south west corner of the Meijer PUD, immediately south of the gas station facility. The proposed building is approximately 333 square feet and is exclusively for drive-up and walk-up customers. Customers will not have access inside the building. A pedestrian walkway connecting the Meijer parking lot and gas station are proposed for walk-up customer access.

SPECIAL LAND USE - GENERAL CONDITIONS

The applicant must demonstrate in writing that the proposed use or activity shall meet the general standards of *Section 30.02* of the Zoning Ordinance as follows:

Prior to approving a special land use application, the planning commission and city council shall require the following general standards be satisfied for the use at the proposed location and use:

a. *The special land use will be consistent with the goals, objectives and future land use plan described in the City of Swartz Creek Master Plan.*

The City of Swartz Creek Master Plan designates the subject site as Mixed-Use. Mixed Use development is intended for a variety of uses, ideally developed through a Planned Unit Development (PUD) that are easily accessible by both vehicles and pedestrians. The proposed use is consistent with other uses.

The proposed use is supported by the City's Master Plan goals and objectives as it:

1. "promotes the development of large parcels of land for a mix of compatible uses;"
2. "provides expanded areas for a mixture of commercial development, while supporting the success and improvement of existing businesses;"
3. provides a variety of retail/services near I-69 and Morrish Road; and
4. "is designated as a priority area for future development as a result of the PUD and existing infrastructure."

Finding: *In compliance.*

b. *The special land use will be consistent with the stated intent of the zoning district.*

The General Business District is intended to accommodate commercial establishments that serve community-wide shopping and service needs, including motorists using I-69. These districts are intended to create cohesive commercial areas that provide convenient vehicular and pedestrian access between business in attractive settings, thereby ensuring safety, and discouraging undesirable strip commercial development.

Additionally, as a PUD overlay district, the intent is to:

1. Permit flexibility in the regulation of land development allowing for higher quality of design through innovation in land use, variety in design, layout, and type of structures constructed.
2. Ensure various land uses and building bulk will relate to each other and to adjoining existing and planned uses in such a way that they will be compatible, with no material adverse impact of one use on another.
3. Protect and preserve natural resources, natural features, open space, and historical or significant architectural features.
4. Minimize adverse traffic impacts.
5. Provide convenient vehicular access throughout the development and minimizing adverse traffic impacts.
6. Provide complete non-motorized circulation to, from, and within developments.

7. Encourage development of convenient recreational facilities as an integral part of residential developments.
8. Eliminate or reduce the degree of non-conforming uses or structures.
9. Promote efficient provision of public services and utilities.

Finding: *In compliance.*

- c. The special land use will be designed, constructed, operated and maintained to be compatible with, and not significantly alter, the existing or intended character of the general vicinity in consideration of environmental impacts, views, aesthetics, noise, vibration, glare, air quality, drainage, traffic, property values, and similar impacts.**

The subject site is located in a commercial area that is an approved PUD. The proposed use will not alter the character of the general area, conditioned upon the granting of applicable waivers by the Planning Commission, along with administrative review and approval of a revised site plan submission.

Finding: *Potentially in compliance.*

- d. The special land use will not significantly impact the natural environment.**

The proposed use and location will not have a significant natural environment. The subject site location is currently pavement; therefore, no additional impervious surface will be added.

Finding: *In compliance.*

- e. The special land use can be served adequately by public facilities and services such as police and fire protection, drainage structures, water and sewage facilities, refuse disposal and schools.**

As the proposed use is within an approved and partially developed PUD, the infrastructure is already in place and will not require any additional public facilities or services than currently provided to Meijer.

Finding: *In compliance.*

- f. The proposed use shall be of a nature that will make vehicular and pedestrian traffic no more hazardous than is normal for the district involved, taking into consideration the following:**

1. Vehicular turning movements;
2. Proximity and relationship to intersections;
3. Adequacy of sight distances;
4. Location and access of off-street parking;
5. Provisions for pedestrian traffic.

The proposed use and location are within an approved PUD. A curb cut and exit drive is proposed east of the existing gas station entrance. The distance between the two (2) curb cuts is not dimensioned. Dimensions should be submitted to verify the curb cuts meet access management standards.

Finding: *Incomplete.*

- g. The proposed use shall be such that the location and height of buildings or structures, and the location, nature and height of walls, fences, and landscaping will not interfere with or discourage the appropriate development and use of adjacent land and buildings or unreasonably affect their value.**

The proposed location and height of the structure will not interfere or discourage the development of adjacent land and buildings.

Finding: *In compliance.*

- h. The proposed use shall be designed, located, planned, and operated to protect the public health, safety, and welfare.**

Finding: *In compliance.*

SPECIAL LAND USE - SPECIFIC CONDITIONS

In addition to the general standards above, the applicant also must demonstrate in writing that the proposed use or activity shall meet the *specific standards of Section 30.09(38) Restaurants with drive-in or drive-through facilities* of the Zoning Ordinance as follows:

- a. Principal and accessory buildings shall be setback at least 75 feet from any adjacent public right-of-way line or property line. Location shall be along a regional arterial or arterial, as classified in the city master plan.**

The applicant has not provided the dimensions on the site plan, but it appears that the setback is at least 75 feet. A revised plan, with labeled setbacks, should be submitted for administrative review and confirmation.

Finding: *Compliance will be verified with a revised site plan submission for administrative approval.*

- b. Only one access shall be provided onto any regional arterial or arterial. Access driveways shall be located no less than 100 feet from the centerline of the intersection of any street or 75 feet from the centerline of any other driveway.**

Access to the proposed use is gained from inside the Planned Development. Access to a regional or arterial road is via the Meijer entrance and drive.

Finding: *In compliance.*

- c. Such restaurants constructed adjacent to other commercial developments shall have a direct vehicular access connection where possible.**

Direct vehicular access is proposed.

Finding: *In compliance.*

- d. A six-foot high wall which creates a completely obscuring effect shall be provided when abutting or adjacent districts are zoned residential, business or office districts.**

Not applicable as the proposed use is within an approved PD.

Finding: *In compliance.*

- e. A minimum ten-foot wide bypass lane shall be provided around the stacking spaces.**
A ten-foot lane is provided.

Finding: *In compliance.*

- f. Applicant shall provide a traffic impact assessment including projected traffic generation.**

A traffic impact assessment nor information for projected traffic generation has been submitted.

Finding: *Not in compliance.*

- g. In addition to parking space requirements, at least three parking spaces shall be provided in close proximity to the exit of the drive-through portion of the operation to allow for customers waiting for delivery of orders.**

Finding: The applicant states that this requirement is not relevant to the nature of this business.

- h. Overhead canopies shall be setback at least 20 feet from the right-of-way and constructed of materials consistent with the principal building. The proposed clearance of any canopy shall be noted on the site plan. The canopy shall be no higher than the principal building.**

The proposed canopy meets the requirements.

Finding: *In compliance.*

- i. Outdoor speakers for the drive-through facility shall be located in a way that minimizes sound transmission toward neighboring property and uses.**

The applicant has stated that the speakers will be oriented in a way to minimize transmission to neighboring properties.

Finding: *In compliance.*

PLANNED UNIT DEVELOPMENT AMENDMENT

Section 11.14.2. - Amendments and Deviations from Approved Final PUD Site Plan allows a deviation or minor amendment from the approved final PUD site plan by the Zoning Administrator if a non-residential building is decreased; or increased by up to five percent or 10,000 square feet, whichever is smaller. The approved Planned Unit Development identified this area as a drive-through bank /ATM. B Cubed is similar in nature as it is a drive-through only establishment and the increase in size is minimal. The approved final Planned Unit Development will be modified to reflect this use, should the Planning Commission approve the Special Land Use and Site Plan Review request.

SITE PLAN REVIEW

The applicant has provided a basic site plan to accompany the Special Land Use application. Site plan details and informational information is missing, however, the concept, layout, and design of B Cubed is amply conveyed on the plans before you. The information that is still needed for a “complete” site plan may be submitted in a revised submission that can be administratively reviewed and approved.

1. Informational Data: The applicant is missing some informational and site plan data that should be included on a revised site plan, for administrative review and approval:
 - a. Scale
 - b. Applicant’s name and address
 - c. Location map drawn to scale
 - d. Legal and common property description
 - e. Lot and property lines, showing abutting properties
 - f. Schedule of the project completion
 - g. Identification of architect/engineer and sealed of preparer
 - h. Written description of the proposed use
 - i. Zoning classification of parcel and abutting properties
 - j. Front, side, and rear yard setbacks
 - k. Topography
 - l. Lane Widths
 - m. Curb cut information
 - n. Circulation details
 - o. Exterior lighting photometric plan
 - p. Parking calculations
 - q. Drive-through stacking information
 - r. Lawn and landscape area
 - s. Designation of fire lanes
 - t. Loading and unloading area
 - u. Building dimensions
 - v. Building façade dimensions and percentage of materials
 - w. Mechanical equipment screening

2. **Dimensional Requirements:** The Morrish Road PUD Overlay is an overlay of the GBD, General Business District. Maximum density, minimum floor area and maximum height shall comply with the dimensional standards of the underlying zoning district, but the lot area, setback and width requirements may be reduced by up to 20 percent upon a determination that the building contributes to an attractive entranceway into Swartz Creek, preferably with an emphasis on the well-being of downtown. The height, bulk, density, and area requirements are as follows:

| GBD Standard | Required | Provided | Comment |
|----------------------------|--------------------|--------------|---|
| Minimum Lot Area | 0 | 0 | <i>It appears that the proposed plan meets the requirements, however the exact dimensions are not labeled. This information must be verified on a revised submission.</i> |
| Minimum Lot Width | 0 | 0 | |
| Minimum Front Yard Setback | 5 feet | 5 feet plus | |
| Minimum Side Yard Setback | 5 feet | 5 feet plus | |
| Minimum Rear Yard Setback | 20 feet | 20 feet plus | |
| Maximum Lot Coverage | 0% | | |
| Maximum Height | 30 feet, 2 stories | unknown | |

3. **Circulation:** The applicant is proposing one-way circulation, with an entrance from the northeast of the site, cueing and stacking of cars headed south and exiting south. The entrance, exit, maneuvering lanes, and required car stacking appear to meet ordinance standards, but must be shown on a revised plan for verification. The adequate distance between the existing curb cuts and proposed curb cut on the south property line (the I-69 service drive) will be verified on the revised submission as well.

Additional information on the internal site circulation must be provided. The drive through lanes must be paved with curb and gutter.

4. **Dumpster:** The location of the dumpster in front of the Meijer gas station is not ideal from a circulation or aesthetic perspective. The applicant should explore a different location for the dumpster. The details for a dumpster meet ordinance requirements.
5. **Parking Space Requirements:** The applicant has indicated that the employees will be utilizing the existing Meijer parking lot. To confirm that ample parking exists, the applicant should show the parking requirements and calculations for Meijer on a revised site plan.
6. **Landscaping and Screening:** The applicant has indicated that landscaping will be provided, however, a full landscape plan with details should be provided. Given the small size of the “development area,” the landscape plan may be reviewed administratively.
7. **Lighting:** The applicant is proposing flood lights. Flood lights are not a permitted light style. The applicant should select shoe box style cut-off metal halide lighting. The revised lighting selection and photometric plan must be provided for administrative review.
8. **Building Elevations:** The applicant has submitted elevations for the development. Ordinance requires that a new structure be constructed of 75% or more earth-toned brick, native stone, and

or glass. The applicant is proposing Edurawall cement board product to cover the building walls and this material is permitted as accent only. As this material does not meet the ordinance requirements it will require a Planning Commission waiver should the Planning Commission believe the material contributes to the overall architecture and design of the building.

A flat metal rood is proposed and permitted by the ordinance if it is compatible with the architecture of the building. The Ordinance requires that “low reflective, subtle, earth tone, neutral colors” be used on buildings. The applicant is proposing a gray scheme with “Biggby corporate orange” as an accent color. The Planning Commission should address this orange color and grant a waiver if it is deemed that the color is appropriate in this application. The applicant should bring sample material selections for Planning Commission review and approval.

9. **Sidewalks:** An internal sidewalk is proposed connecting B-Cubed to the existing sidewalk network. The sidewalks should be dimensioned.
10. **Other Department and Agency Review:** Site plan approval must be conditioned upon review and approval from other applicable consultants, departments, and agencies.

RECOMMENDATION

Based upon the above review, we recommend that the special land use and site plan approval for **B Cubed** be approved subject to the following:

1. An updated site plan including missing informational and site data as listed in items 1-9 above be submitted for administrative approval;
2. Waiver for building façade materials
3. Waiver for color selections; and
4. Review and approval of other departments, consultants and agencies.

If you have any further questions, please contact us at 810-734-0000.

Sincerely,

CIB PLANNING



Kelly McIntyre