charter township
oshtemo
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**NOTICE**
**OSHTEMO CHARTER TOWNSHIP**
**PLANNING COMMISSION**

**Thursday,**
**December 10, 2015**
**7:00 p.m.**
**AGENDA**

1. Call to Order

2. Pledge of Allegiance

3. Approval of Agenda

4. Public Comment on Non-Agenda Items

5. Approval of Minutes - November 12, 2015

6. **PUBLIC HEARING: Concept Plan and Tentative Preliminary Plan (Open Space Development – Sky King Meadows, Phase III)**
   Planning Commission to conduct conceptual plan review for an Open Space Development and tentative preliminary plan review for a site condominium of the application of Gary Hahn, on behalf of Seeco 2, LLC, for Sky King Meadows, Phase III. Property is located on approximately 29.98 acres of vacant land in Township Section 23 within the R-2: Residence District (parcel #3905-23-210-010).

7. **PUBLIC HEARING: Special Exception Use (Commercial Center – Corners @ Drake)**
   Planning Commission to conduct special exception use and site plan review of the application of AVB Construction for the development of a Kellogg Community Federal Credit Union and the Corner Shoppes which will host retail stores. Property is located at west of Drake Road and north of Stadium Drive within the C: Local Business District.

8. Old Business

   a. Consumers Credit Union Site Plan Approval Conditions – Crosswalk to Costco

9. Any Other Business

   a. Site Plan Review – Discussion of Possible Amendments

   b. Approval of 2016 Planning Commission Meeting Dates

10. Planning Commissioner Comments

11. Adjournment

**OSHTEMO CHARTER TOWNSHIP**
**PLANNING COMMISSION**

**MINUTES OF A PUBLIC HEARING AND MEETING HELD NOVEMBER 12, 2015**

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**Agenda**

**PUBLIC HEARING: SPECIAL EXCEPTION USE – (GROUP DAYCARE HOME)**
**PLANNING COMMISSION TO CONDUCT SPECIAL EXCEPTION USE AND SITE PLAN REVIEW OF THE APPLICATION OF TINA BIRCH FOR THE DEVELOPMENT OF A GROUP DAYCARE HOME TO PROVIDE CHILD CARE FOR UP TO 12 CHILDREN NO MORE THAN 16 HOURS A DAY. PROPERTY IS LOCATED AT 5848 CASTLETON LANE WITHIN THE R-1: RESIDENCE DISTRICT (PARCEL #3905-25-120-210).**

**PUBLIC HEARING: SPECIAL EXCEPTION USE AND TENTATIVE PRELIMINARY PLAN (OPEN SPACE DEVELOPMENT – SKY KING MEADOWS, PHASE III)**
**PLANNING COMMISSION TO CONDUCT SPECIAL EXCEPTION USE AND CONCEPTUAL PLAN REVIEW FOR AN OPEN SPACE DEVELOPMENT AND TENTATIVE PRELIMINARY PLAN REVIEW FOR A SITE CONDOMINIUM OF THE APPLICATION OF GARY HAHN, ON BEHALF OF SEECO 2, LLC, FOR SKY KING MEADOWS, PHASE III. PROPERTY IS LOCATED ON APPROXIMATELY 29.98 ACRES OF VACANT LAND IN TOWNSHIP SECTION 23 WITHIN THE R-2: RESIDENCE DISTRICT (PARCEL #3905-23-210-010).**

**PUBLIC HEARING: SPECIAL EXCEPTION USE AND TENTATIVE PRELIMINARY PLAN (PLANNED UNIT DEVELOPMENT – WEST PORT VILLAGE, PHASE II)**
**PLANNING COMMISSION TO CONDUCT SPECIAL EXCEPTION USE AND CONCEPTUAL PLAN REVIEW FOR A PLANNED UNIT DEVELOPMENT AND TENTATIVE PRELIMINARY PLAN REVIEW FOR A SITE CONDOMINIUM OF THE APPLICATION OF VISSER DEVELOPERS OF KALAMAZOO, FOR WEST PORT VILLAGE, PHASE II. PROPERTY IS LOCATED SOUTH OF H AVENUE AND WEST OF DRAKE ROAD IN TOWNSHIP SECTION 12 WITHIN THE R-2: RESIDENCE DISTRICT (PARCELS #3905-12-200-010, -009, -020, -067, -066, -050).**

**PUBLIC HEARING: SPECIAL EXCEPTION USE (COMMERCIAL CENTER – CORNERS @ DRAKE)**
**PLANNING COMMISSION TO CONDUCT SPECIAL EXCEPTION USE AND SITE PLAN REVIEW OF THE APPLICATION OF AVB CONSTRUCTION FOR THE DEVELOPMENT OF A KELLOGG COMMUNITY FEDERAL CREDIT UNION AND THE CORNER SHOPPES WHICH WILL HOST RETAIL STORES. PROPERTY IS LOCATED WEST OF DRAKE ROAD AND NORTH OF STADIUM DRIVE WITHIN THE C: LOCAL BUSINESS DISTRICT.**

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**PUBLIC HEARING: PLANNING COMMISSION TO REVIEW PROPOSED AMENDMENTS TO CHAPTER 76 OF THE TOWNSHIP ZONING ORDINANCE REGARDING SIGNS, PARTICULARLY FOR FINANCIAL INSTITUTIONS, THE PERCENTAGE OF A SIGN ALLOWED FOR CHANGEABLE COPY OR ELECTRONIC DISPLAY AND THE LIMITATIONS ON LIGHTING ON ELECTRONIC SIGNS.**

A meeting of the Oshtemo Charter Township Planning Commission was held on Thursday, November 12, 2015, commencing at approximately 7:00 p.m. at the Oshtemo Charter Township Hall.

MEMBERS PRESENT: Terry Schley, Chairperson
Fred Antosz
Wiley Boulding, Sr.
Dusty Farmer
Pam Jackson
Millard Loy
Mary Smith

ABSENT: None

Also present were Julie Johnston, Planning Director, James Porter, Attorney, Ben Clark, Zoning Administrator, Rick Suwarsky, Ordinance Enforcement Officer, and Martha Coash, Meeting Transcriptionist. Approximately 40 other persons were in attendance.

## CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order by Chairperson Schley at approximately 7:00 p.m. and the "Pledge of Allegiance" was recited.

## AGENDA

The Chairperson asked for a motion to approve the agenda.

Mr. Loy made a motion to accept the agenda as presented. Ms. Farmer seconded the motion. The motion passed unanimously.

## PUBLIC COMMENT ON NON-AGENDA ITEMS

Chairperson Schley asked if anyone in attendance wished to comment on non-agenda items.

There were no public comments on non-agenda items. Chairperson Schley moved to the next item on the agenda.

**APPROVAL OF THE MINUTES OF OCTOBER 22, 2015**

The Chairperson asked if there were any additions, deletions or corrections to the minutes of the Meeting of October 22, 2015. Hearing none, he asked for a motion to approve the minutes as presented.

Mr. Loy made a motion to approve the minutes of the October 22, 2015 meeting. Mr. Boulding, Sr. seconded the motion. The motion was approved unanimously.

**PUBLIC HEARING: SPECIAL EXCEPTION USE (GROUP DAYCARE HOME)**

**PLANNING COMMISSION TO CONDUCT SPECIAL EXCEPTION USE AND SITE PLAN REVIEW OF THE APPLICATION OF TINA BIRCH FOR THE DEVELOPMENT OF A GROUP DAYCARE HOME TO PROVIDE CHILD CARE FOR UP TO 12 CHILDREN NO MORE THAN 16 HOURS A DAY. PROPERTY IS LOCATED AT 5848 CASTLETON LANE WITHIN THE R-1: RESIDENCE DISTRICT (PARCEL #3905-25-120-210).**

Chairperson Schley moved to the next item on the agenda, a public hearing for a special exception use and site plan review of the application of Tina Birch for a group daycare home, and asked Ms. Johnston to review the request.

Ms. Johnston said the applicant wishes to establish a group daycare facility accommodating up to 12 children, pursuant to section 21.404 of the Zoning Ordinance, at 5848 Castleton Lane, located in the Oshtemo Woods subdivision to the north of West Michigan Avenue and to the west of 11th Street. Already the site of a family daycare facility, which allows up to six children and is a permitted use within this zoning district, the applicant would like to increase the scope of her business, potentially taking on up to six more children which necessitates Special Exception Use approval from the Planning Commission.

She noted the applicant owns a single family 1,245 square foot home on an 11,840 square foot lot situated in the Oshtemo Woods subdivision. To the rear of the house there is an approximately 3,250 square foot fenced in back yard that contains playground equipment. The house's driveway includes approximately 800 square feet of parking space on the property, or enough for around four vehicles.

Ms. Johnston said the proposed use generally meets the Standards of Approval as long as any increased traffic loads or noise levels are not deemed to be excessive. In addition to the standards for a special exception use, Staff, where possible, has also ensured that the proposed use satisfies the general requirements for a group daycare facility, as detailed in section 19.402 of the Zoning Ordinance. Of particular note, the standards of this section dictate that any group daycare facility shall have a fenced-in outdoor play area, that the residential nature of the property shall be maintained, and

that one parking space be provided for each non-resident employee present on the site at any given time. The applicant has indicated that she intends to employ one staff member, and the home's driveway can accommodate up to four cars.

Ms. Johnston said, in general, Staff recommends approval of this Special Exception Use request, but Commissioners will need to consider whether the potential increase in noise and/or vehicular traffic generated by this use will be detrimental to the residential character of the surrounding area.

In response to questions from Commissioners, Ms. Johnston said Township approval is required as a first step in the process for approval, followed by licensing from the County, (LARA) and that no complaints have been received about the current business.

The applicant, Ms. Tina Burch, 5848 Castleton, told Commissioners most clients arrive by 6:00 a.m. A school bus stops directly across from her home at 8:15 a.m. and again after school, and all but one parent picks up their children by 6 p.m. In response to a question, she confirmed the property is connected to sanitary sewer.

Ms. Lenore Sanders, KPS bus driver, in response to Chairperson Schley's invitation for public comment, said her child attends Ms. Burch's daycare and expressed her support for both the current operation and its expansion.

Hearing no further comments, Chairperson Schley moved to Board Deliberations. It was the consensus of the Board that the request for special exception met all standards for approval and that any increase in traffic or noise would not be excessive.

Mr. Loy made a motion to approve the request for special exception use as presented. Mr. Antosz seconded the motion. The motion was approved unanimously.

**PUBLIC HEARING: SPECIAL EXCEPTION USE AND TENTATIVE PRELIMINARY PLAN (OPEN SPACE DEVELOPMENT – SKY KING MEADOWS, PHASE III) PLANNING COMMISSION TO CONDUCT SPECIAL EXCEPTION USE AND CONCEPTUAL PLAN REVIEW FOR AN OPEN SPACE DEVELOPMENT AND TENTATIVE PRELIMINARY PLAN REVIEW FOR A SITE CONDOMINIUM OF THE APPLICATION OF GARY HAHN, ON BEHALF OF SEECO 2, LLC, FOR SKY KING MEADOWS, PHASE III. PROPERTY IS LOCATED ON APPROXIMATELY 29.98 ACRES OF VACANT LAND IN TOWNSHIP SECTION 23 WITHIN THE R-2: RESIDENCE DISTRICT (PARCEL #3905-23-210-010).**

Chairperson Schley moved to the next item on the agenda, a public hearing to conduct special exception use and conceptual plan review for Sky King Meadows, Phase III, and asked Ms. Johnston to review the request.

Ms. Johnston told Commissioners information was received from the applicant earlier in the week indicating they wished to make changes to the application. Since there was not enough time to provide notice of the changes to the public and the neighbors for a public hearing, she recommended the Board table this item.

Chairperson Schley said this was the first Commissioners had heard of possible changes and agreed there needs to be formal and legal publication of notice for a public hearing so Commissioners, Staff and public have a chance to review the application ahead of a hearing. He apologized to attendees who came to the meeting for this item but said it needed to be considered with full information.

Mr. Boulding, Sr. made a motion to table the Sky King Meadows Meadows, Phase III Open Space Conceptual Plan and Tentative Preliminary Plan request until the regularly scheduled Planning Commission meeting on December 10, 2015. Mr. Loy seconded the motion. The motion was approved unanimously.

In response to questions from attendees, Ms. Johnston said the final submittal is expected from the applicant next week and as soon as possible afterward another notice will be published in the newspaper and mailed to neighbors who may then come into the Township Offices to look at the revised documents.

Attorney Porter noted a large number of people had come to the offices to look at the original documents and it was felt they should have the chance to see the plans in advance of a public meeting to consider in order to be fair to everyone. He said in the event the documents are not received in time to be placed on the December 10 meeting agenda, the item would be re-noticed for a subsequent meeting.

**PUBLIC HEARING: SPECIAL EXCEPTION USE AND TENTATIVE PRELIMINARY PLAN (PLANNED UNIT DEVELOPMENT – WEST PORT VILLAGE, PHASE II)**
**PLANNING COMMISSION TO CONDUCT SPECIAL EXCEPTION USE AND CONCEPTUAL PLAN REVIEW FOR A PLANNED UNIT DEVELOPMENT AND TENTATIVE PRELIMINARY PLAN REVIEW FOR A SITE CONDOMINIUM OF THE APPLICATION OF VISSER DEVELOPERS OF KALAMAZOO, FOR WEST PORT VILLAGE, PHASE II. PROPERTY IS LOCATED SOUTH OF H AVENUE AND WEST OF DRAKE ROAD IN TOWNSHIP SECTION 12 WITHIN THE R-2: RESIDENCE DISTRICT (PARCEL #3905-12-200-010, -009, -020, -067, -066, -050).**

Chairperson Schley moved to the next item on the agenda, a public hearing to conduct a special exception use and conceptual plan review for West Port Village, Phase II, and asked Ms. Johnston to review the request.

Ms. Johnston explained West Port Village is a 129-unit site condominium on the south side of H Avenue between Drake Road and US-131 in the R-2 Residential District. The project was developed under the Planned Unit Development (PUD) ordinance, Section 60.400, which requires conceptual plan approval. In addition, the Site

Condominium ordinance, under Part 290.005 of the General Ordinances, requires preliminary plan review, which is Step 1 of the Site Condominium approval process.

She said the applicant seeks Planning Commission approval to modify the PUD conceptual plan to allow for three phases and to approve the Phase II preliminary plan under Step 1 of the Site Condominium ordinance. The conceptual plan continues to show 129 units and one office/common building but now to be developed in three phases. Phase II, which contains 27 building sites, has been designed consistent with the original conceptual plan, as amended, since its approval in 2005.

Ms. Johnston said from the historical planning files, it appears that the first time the West Port Village PUD Conceptual Plan was presented to the Planning Commission was in June and August of 2003. Phase I of the development was approved on November 18, 2004 as a condominium development with 73 dwelling units and one nonresidential unit (sales and recreational amenities). On June 9, 2005, amendments were approved to convert the development to a site condominium, approve Phase II, establish a phasing plan, and approve other minor deviations. Then, in June of 2006, the project was further amended to reduce the number of units in Phase I to 70, reduce the zero lot line units from 34 to 6, allow additional recreational amenities, and approve other deviations and changes. This reduced the number of residential building sites from 134 to 129. In 2014, some additional changes were made to Phase I, including converting six units that were intended to be three duplexes to five stand-alone houses and shift two units from Phase II to Phase I. An extension to the approval of Phase II was granted in 2010 but has since expired.

She told the Board the applicant is requesting the PUD conceptual plan be granted three phases of development as opposed to the original two approved in 2006. The development of the 70 units and one common building in Phase I is almost compete. The original plan indicated the remaining residential units would be built under Phase II. The applicant wishes to develop the remaining sites under two phases, Phase II with 27 units and Phase III with 32 units. In addition, the applicant needs tentative approval of the revised Phase II preliminary plan.

Ms. Johnston noted the pedestrian sidewalk within West Port Village does not comply with current Township standards for sidewalks, particularly related to placement and size. In 2006, the Planning Commission approved a four foot sidewalk to be located on one side of the private drive. Current practice on public streets within the Township is to develop sidewalks on both sides of the road at a minimum width of five feet. However, since the four foot width was originally approved for the development and installation of a four foot sidewalk has occurred, it is understandable that the developer would want to continue this throughout the project.

She indicated there is an additional concern with the sidewalks in West Port Village recently discovered by Mr. Suwarsky, the Township's Zoning Enforcement Officer. The developer has been pouring sidewalk crossings at driveways in a way that is noncompliant with the Oshtemo Township Standard Specification for Sidewalks. The sidewalk is required to be distinct from the driveway and designed to meet Americans

with Disabilities Act standards for slope. The current design within the development is that sidewalks stop at the edge of the driveway and then continue at the other side of the driveway. Enforcement action was taken and it was requested that the developer either reconstruct the sidewalks to meet the Townships standards or seek a variance from the Township Board. To date, neither action has occurred. This needs to be resolved before Phase II.

When approval was given in 2006 for a sidewalk on only one side of the private street, she said the Planning Commission also included a condition that sidewalks must be completed in Phase I as each site is built, but before a Certificate of Occupancy is issued. The condition also stated that all sidewalks were to be completed in Phase I before the commencement of Phase II. Currently, there are a handful of sites built in Phase I where no sidewalks were developed.

She explained the Phase II preliminary plan was reviewed against the requirements of Part 290.005.C. *Preliminary Review*. Staff completed an initial review and provided comments to the applicant for plan revisions. The majority of the comments were not substantive to the design of the development but to the accuracy and readability of the plan. The project engineer provided revised plans that meet the requirements of tentative preliminary plan review.

Ms. Johnston said Staff recommend the Planning Commission approve the developer's request to construct the project under three phases as opposed to the two phases permitted under the original approval and that the Commission forward a recommendation of approval to the Township Board for the Phase II tentative preliminary plan, with the following conditions:

1) The applicant will retrofit sidewalks within Phase I to meet the requirements of the Oshtemo Township Standard Specifications for Sidewalks at driveway crossings or will seek a variance from the Township Board for this requirement before construction may begin in Phase II.

2) All sidewalks must be built within Phase I before the commencement of Phase II.

3) Sidewalks shall be allowed to be four feet in width as developed in Phase I but shall meet the Oshtemo Township Standard Specifications for Sidewalks at driveway crossings or the applicant will seek a variance from the Township Board for this requirement.

4) All previous approvals, amendments, and conditions granted by the Planning Commission remain in effect unless specifically modified by the Planning Commission.

Chairperson Schley asked whether all sidewalks exist in Phase I.

Ms. Johnston said six homes have no sidewalks; there are no sidewalks in front of lots without homes.

The Chair asked whether the applicant would like to speak to the Board.

Mr. Dan Lewis, 7123 Stadium Drive, spoke on behalf of Visser Developers, saying it is the full intention of Visser Developers to delineate sidewalks through the driveways and asked whether the stipulation for building sidewalks excludes having to build sidewalks on vacant lots.

Ms. Johnston said she was comfortable with not building sidewalks on vacant lots but she wants sidewalks built for homes that do not already have them. It is acceptable to allow sidewalks to be built as buildings develop.

Chairperson Schley noted it is a conundrum to allow the existing sidewalks that are different from current Township standards.

Mr. Lewis said it is the applicant's intention to apply for a variance for the existing sidewalks. They will move ahead with delineation for any new sidewalks, including those to be provided at the six current houses. They understand and are committed to meeting that stipulation before they can move to Phase II.

Mr. Steve Visser, 6279 Shugarbush Trail, also stated a variance will be sought for driveway crossings and that all new sidewalks will be delineated. He asked for confirmation that the new development will need sidewalks on one side of the road only and sidewalks will not be required at the cul-de-sac.

Ms. Johnston agreed approval for the cul-de-sac without sidewalk was given in 2005/2006. All other Planning Commission conditions stand and will stay in place for the rest of the development.

Mr. Rick Suworsky, Ordinance Enforcement Officer, spoke about a flaw at some sites where the slope exceeds the 2% allowed by ADA standards. He indicated Visser Developers does a good job remediating as needed.

Chairperson Schley asked for public comment.

Ms. Julie Hartzell, 2484 Idle Harbor Court, asked for clarification regarding who is noticed for public hearings, saying some association members in the Phase I condominium area did not receive notification of this hearing.

Attorney Porter said notice is sent according to state law and noted mailings were sent to about 100 residents.

Chairperson Schley said as a Commission they do not deal with private associations and would not typically address those if outside of state law mandate.

Ms. Hartzell commented she would like to see the Phase I sidewalk completed in order to avoid having to walk in the mud.

The Chairperson commented that installing sidewalks before homes are constructed results in them being damaged during later home construction which results in added cost.

Hearing no further public comments, Chairperson Schley moved to Board deliberations.

Commissioners expressed their desire to fulfill the Township priority to provide walkable communities, but acknowledged the impracticality for developers to build sidewalks before properties are developed.

There was some discussion regarding sidewalk grades, how to address violations, and the process of saw cutting.

Mr. Suwarsky explained that he and the Township Engineer felt the deviation beyond the 2% grade in this project was not enough to warrant tearing out and re-doing sidewalks. Sections that don't meet ADA standards would need to be done, but the site condo is of a unique nature. He noted all drives are poured using reinforcing wire from garage to curb and that the problem with saw cutting is that the concrete would have to be cut full depth causing separation of the reinforcing material. The driveways are not out of specification and they would recommend against cutting the reinforcing wires and re-doing them for what would basically be a cosmetic purpose.

Attorney Porter felt re-doing the work would be an exercise in futility when for all intents and purposes, ADA requirements have been met.

Mr. Suwarsky noted Township standards specify and include federal standards.

Mr. Loy made a motion to approve the request to construct the project under three phases as permitted under the original approval as per Board discussion, with the stipulation that sidewalks will be constructed for the six existing homes currently without sidewalks, that sidewalks will be built as properties are developed in the remainder of Phase I, and to forward a recommendation of approval to the Township Board for the Phase II tentative preliminary plan, with the four conditions as stipulated by Staff. Ms. Farmer seconded the motion. The motion was approved unanimously.

**PUBLIC HEARING: SPECIAL EXCEPTION USE (COMMERCIAL CENTER – CORNERS @ DRAKE)**
**PLANNING COMMISSION TO CONDUCT SPECIAL EXCEPTION USE AND SITE PLAN REVIEW OF THE APPLICATION FROM AMERICAN VILLAGE BUILDERS CONSTRUCTION FOR THE DEVELOPMENT OF A KELLOGG COMMUNITY FEDERAL CREDIT UNION AND THE CORNER SHOPPES WHICH WILL HOST**

**RETAIL STORES. PROPERTY IS LOCATED WEST OF DRAKE ROAD AND NORTH OF STADIUM DRIVE WITHIN THE C: LOCAL BUSINESS DISTRICT.**

Chairperson Schley moved to the next item on the agenda, a public hearing to conduct special exception use and site plan review for the development of a Kellogg Community Federal Credit Union and Corner Shoppes located west of Drake Road and north of Stadium Drive.

He noted Staff informed Commissioners that AVB submitted a site plan to the Township for review for three new commercial buildings – the Corner Shoppes and Kellogg Community Federal Credit Union – to be located on the outlot immediately to the east of Costco. Since the initial submission, numerous zoning and other issues have come to the Township that affect the status of this proposed development, and its site plan is considerably out of compliance with the Township's Zoning Ordinance. As a result, Staff recommended the Planning Commission table this agenda item until such time that the applicant can submit an approvable site plan for review.

Mr. Boulding, Sr. made a motion to table the special exception use and site plan review of the application from AVB Builders Construction for development of a Kellogg Community Federal Credit Union and the Corner Shoppes until the regularly scheduled Planning Commission meeting on December 10, 2015. Ms. Smith seconded the motion. The motion was approved unanimously.

Mr. Joe Gesmundo, 4200 West Centre Street, AVB Builders, apologized for not being able to attend the December 10 meeting and provided some general comments about the positive public/private partnership between AVB and the Township to develop the Corner @ Drake and successfully bring both Costco and Field & Stream to the area despite the smaller than typical market considered by large national retailers. He hopes the success Costco is experiencing here and the presence of Field & Stream will help secure future national retailers and restaurants.

**PUBLIC HEARING: PLANNING COMMISSION TO REVIEW PROPOSED AMENDMENTS TO CHAPTER 76 OF THE TOWNSHIP ZONING ORDINANCE REGARDING SIGNS, PARTICULARLY FOR FINANCIAL INSTITUTIONS AND THE PERCENTAGE OF A SIGN ALLOWED FOR CHANGEABLE COPY OR ELECTRONIC DISPLAY AND THE LIMITATIONS ON LIGHTING ON ELECTRONIC SIGNS.**

Chairperson Schley moved to the next item on the agenda, a public hearing to review proposed amendments to Chapter 76 of the Township Zoning Ordinance regarding signs, and asked Ms. Johnston to review the proposed amendments.

Ms. Johnston said sign ordinance amendments were presented to the Planning Commission for review and recommendation to the Township Board at the October 8, 2015 meeting. The amendments dealt with financial institution signs and allowing them the same size signage as other commercial uses within the C zoning district and the percentage of a sign that can be dedicated to changeable copy or electronic display.

During that meeting the Commission discussed requiring electronic copy signs to be dimmable, which was encouraged by a consultant from SignArt, a local sign company, who made a presentation at an earlier date to the Commission. At the conclusion of the discussion, the Planning Commission tabled the ordinance amendments until language related to dimmable signs could be presented.

Ms. Johnston said Staff reviewed several ordinances of Townships and Cities throughout Michigan to understand how other communities regulate this type of sign. Information was gleaned from Gaines Charter Township and the City of Grand Rapids (Kent County), Holland Charter Township (Ottawa County), and Lyon Charter Township (Oakland County) ordinances. Staff completed website searches of sign companies and their recommendations for LED signs and illumination. Daktronics is a sign company that assists local communities with sign ordinance language that is relevant to current industry standards. Their recommended language for dimmable LED signage was incorporated into the ordinance. Staff provided the language to SignArt for their feedback and received guidance that resulted in the final draft language presented.

She said the resulting change to 76.300 requires a permit and that the sign company sign an affidavit to meet Township sign requirements regarding illumination. 76.410 addresses how brightness levels will be monitored with use of an ambient light monitor. The Ordinance Enforcement Officer will address problems as needed. It is expected that over time Staff will gain a visual understanding of acceptable brightness and those that are too bright will stand out. She stressed this amendment will apply to new signs, not existing signs.

The Chairperson asked for public comment on this item. Hearing none, he closed the public comment opportunity, commended Staff for its good work, and noted that particularly enforcement and applications may need to be revisited in the future.

Ms. Farmer made a motion to approve the amendments to Chapter 76 of the Township Zoning Ordinance regarding signs, as presented. Mr. Loy seconded the motion. The motion was approved unanimously.

## OLD BUSINESS/OTHER BUSINESS

### PLANNING COMMISSION MEETING AGENDAS

Chairperson Schley moved to the next item on the agenda, a discussion regarding reorganization of Planning Commission meetings.

Ms. Johnston indicated she was suggesting a change to dedicate the first meeting of the month to scheduled development review. The second meeting of the month would be dedicated to the myriad of other projects the PC is tasked to complete.

She said, if adopted, the first meeting of the month would be the scheduled development review meeting. The Planning Department would post the development review schedule on the Township's website to ensure dates for deadlines are clearly provided. In addition, the Commission would still have the authority to request an item be placed on an agenda not intended for development reviews to provide some flexibility to the PC when needed.

The second meeting of the month would provide the Commission with better opportunities to review and discuss important planning items without extending meeting times beyond what would generally be considered reasonable.

She hoped this schedule might be implemented for the 2016 meeting dates and evaluated by the end of 2016 to determine if the new procedure is working effectively.

Commissioners discussed their desire to be flexible about special meetings in order to be accommodating to applicants and responsive to marketplace issues, agreed they prefer to avoid late meetings in order to be effective and productive, discussed the possibility of an earlier meeting start time but decided that was not feasible except for special work sessions, discussed limiting the number of agenda items proposed for each meeting, the desire for applications to be complete before being brought before the Commission to make effective use of meeting time, and acknowledged they were making decisions for the 2016 Board.

It was the consensus of the Commissioners to agree to and implement the changes suggested by Ms. Johnston for calendar 2016. Meeting dates for 2016 will be approved at the December 10 meeting.

Ms. Johnston said the Corner @ Drake item was tabled due to some outlot boundary/property line issues regarding buffering and setbacks. She noted Attorney Porter felt a Shopping Center District within the Ordinance would allow them to be in compliance, which is likely to come to the December meeting.

Attorney Porter said he was encouraged by an interim step and that if the Planning Commission moves on implementing a Shopping Center District now it will probably fit only this development. It would be helpful to have as a tool in the toolbox a full PUD Commercial Ordinance.

Chairperson Schley commented that development and growth create both opportunities and challenges and that how those are handled reflects what the Township is about.

## PLANNING COMMISSIONER COMMENTS

Ms. Farmer said she would not be able to attend the December 10, 2016 meeting.

## ADJOURNMENT

Having exhausted the agenda, and with there being no further business to discuss, Chairperson Schley asked for a motion to adjourn.

Mr. Loy made a motion to adjourn. The motion carried unanimously.

Chairperson Schley adjourned the Planning Commission meeting at approximately 8:45 p.m.

Minutes prepared:
November 14, 2015

Minutes approved:
_____, 2015

November 24, 2015

**Mtg Date:** December 10, 2015

**To:** Planning Commission

**From**: Julie Johnston, AICP

**Applicant**: Gary Hahn, Wightman & Associates, Inc.

**Owner**: Seeco 2, LLC

**Property**: Parcel #3905-23-210-010

**Zoning**: R-2 Residential District

**Request:** Approval of Sky King Meadows, Phase III Open Space Conceptual Plan and Tentative Preliminary Plan (Step 1)

**Section(s)**: Section 60.500 – Open Space Community – Zoning Ordinance
Part 290.005 – Site Condominium – General Ordinance

**Project Name**: Sky King Meadows, Phase III

**OVERVIEW**

The applicant is seeking to develop 46 single-family homes on 29.98 acres of vacant, undeveloped land immediately east of the Buckham Highlands site condominium and southwest of the Country Club Village development. The property is east of 9th Street and located in the R-2 zoning district.

The applicant is proposing to develop an open space community, which is a Special Exception Use under 60.500 of the Zoning Ordinance and requires conceptual plan approval. Section 60.530 of the ordinance requires at least 40 percent of the gross acreage to be designated as open space. In addition, the project is intended to be a site condominium developed under the procedures of 290.005, Site Condominiums of the Township's General Ordinances. Part 290.005.D indicates that the project must receive tentative preliminary plan approval (Step 1) from the Township Board after being reviewed by the Planning Commission.

The requirements for a conceptual plan under the Open Space Community Special Exception Use and the tentative preliminary plan approval under the Site Condominium ordinance are very similar. As this project is not intended to be built in phases, the whole project can be reviewed under each ordinance requirement through one submission. Therefore, staff recommended the applicant request both review of the conceptual plan and the tentative preliminary plan. The final site plan review, as required by Section 60.580 of the Open Space Community ordinance, will occur at the same time as the final preliminary plan review (Step 2) of the Site Condominium ordinance. Step 2 is when engineered drawings of the project is required.

This project was originally placed on the Commission's November 12th agenda but was tabled at that time because of changes to the concept/preliminary plan. The changes made to the plan include the addition of four new building sites, which are now numbered 1, 12, 19 and 46. The placement of these new building sites required some slight alterations to the location of the wood chip pedestrian trail. Finally, the open space calculation numbers have been increased. The project engineer conducted calculations of the high water elevation within the 4.74 acres of the reciprocal storm water easement and determine that only 1.66 acres was needed to manage storm water runoff. The additional 3.08 acres has been added to the open space calculations for a total of 52.5 percent open space.

**SPECIAL EXCEPTION USE PERMIT FOR OPEN SPACE COMMUNITY – CONCEPTUAL PLAN**

The first step in the open space community review is the conceptual plan. The intent of the conceptual plan is to give an expression of approval to the layout of the project and to provide an indication of any issues or concerns.

OPEN SPACE

As required by the ordinance, more than 40 percent of the project site – just over 15 acres – is set aside as permanent open space. This open space includes dense, wooded areas and steep slopes. It will be accessible to the property owners within the development via wood chip pedestrian trails that connect to the sidewalks located along the street rights-of-way.

There is a designated reciprocal drainage easement located in the Sky King Meadows III property and the two unplatted properties to the south. This acreage is under an agreement between Buckham Highlands, Sky King Meadows II and Sky King Meadows III for storm water runoff. A total of 4.74 acres of the subject property is located within this easement.

The applicant indicates that only 1.66 acres of the 4.74 acre storm water drainage easement is actually needed to handle the high water elevation. Therefore, they have added the remaining 3.08 acres within their designated open space. It is intended that the storm water easement area will remain in its natural setting. Section 60.500: Open Space Community indicates the following:

> 60.530.C. *Any significant/sensitive environmental resource (steep slopes, wetlands, woodlands, etc.) shall be included within the designated open space.*

The final site plan will need to include the appropriate legal mechanisms to protect the open space in perpetuity.

DENISTY / SITE LAYOUT

The density of an open space community is based on a parallel plan. A parallel plan is an alternate site plan developed consistent with the standards of the R-2 district and the requirements for a tentative preliminary plat. The submitted parallel plan satisfies the standards of the R-2 district and demonstrates that 46 building sites can be provided on the site. The R-2 district allows for a density of approximately four dwelling units per acre, depending on utilities. The gross density proposed for this site is

approximately one and a half units per acre and the approximate net density (minus roads, sanitary easement, storm water easement area, etc.) is two dwelling units per acre. Therefore the proposed 46 units satisfy the density requirements.

The Planning Commission is specifically granted the authority to waive or modify the development standards within the open space community provided the modification is consistent with the goals and intent of the ordinance requirements as stated in 60.510. The deviations the Planning Commission may allow are to the minimum building site or building site area, frontage and width requirements of the underlying zoning district.

The applicant is requesting the following deviations from the R-2 district:

1. The building site size for the R-2 district is 10,560 square feet. The project has building sites that range in size from 7,861 to 12,844 square feet, with most building sites somewhere between 8,000 and 10,000 square feet.

2. The building site frontages within the development range from 60 to 124 linear feet, where 100 is required. However, the majority of the building sites are between 60 and 80 linear feet.

3. A side yard setback of five feet instead of ten feet.

INFRASTRUCTURE & CIRCULATION

Access is provided through one connection point from Buckham Highlands to the west of the proposed development. New stub streets are planned to connect to potential future sites to the north and east if these parcels ever develop.

The development will be connected to public water and sewer facilities. The Township Engineer has reviewed the plans and has the following comment:

> The concept includes a description of two sanitary sewer alignment alternatives. Without exception, the second alternative which proposes to discharge sanitary flows easterly to the adjoining undeveloped parcel is preferred. The adjoining parcel has a public sewer main in its interior and accommodating the proposed development would be the simple matter of extending sewer piping through the parcel. More importantly, this option allows abandonment of an existing public sanitary sewer pumping station and facilitates further orderly development of public sewer to the adjoining, interior parcels.
>
> It is important to note that acquiring the necessary easements and associated agreements for extending the public sewer through the adjoining third-party parcel may be a challenge to finalize within the expressed construction start of April 2016 as indicated on the plan. Preliminary discussions with the third-party parcel owner have been initiated by the Township.

More detailed comments on the construction of the public water and sanitary sewer will be provided during site plan/final preliminary plan (Step 2) approval for the open space/site condominium.

Storm water is proposed to be collected on site and directed toward the southwest corner of the property in a low area designated for infiltration. This area has a drainage agreement with Buckham Highlands, Sky King Meadows II and Sky King Meadows III. Street lighting is to be provided in accordance with Township policy. More specific details will be required with the site plan/final preliminary plan along with the engineer's approval and an agreement to add the street lights to the Township Street Light District.

STANDARDS FOR APPROVAL

An Open Space Community is a Special Exception Use as outlined under Section 60.000 of the Zoning Ordinance. Section 60.580 summarizes the application guidelines for an Open Space Community, which include a Conceptual Plan and then Special Exception Use Permit/Site Plan Review. As stated earlier, the requirements for a conceptual plan under the Open Space Community and the tentative preliminary plan approval under the Site Condominium ordinance are very similar. Therefore, this first step in the process for Sky King Meadows III will include a review of the conceptual plan/tentative preliminary plan. The next step in the process will be for the applicant to seek special exception use permit/site plan review and final preliminary plan review under Ordinance 290.005. The criteria for a special exception use, per Section 60.580.A.3 will be reviewed at that time.

Section 60.570 of the ordinance provides the criteria for consideration when reviewing an open space community. This is not the final step in the process; therefore, minor issues can be directed to be addressed during site plan/final preliminary plan approval. However, more significant concerns would be cause to deny or table the concept plan/tentative preliminary plan.

**A. The overall design and land uses proposed in connection with an open space community shall be consistent with the intent of the open space community concept and the specific design standards set forth herein.**

The design of the proposed community and the single-family uses are consistent with the intent of the open space community concept and the design standards set forth in the ordinance. Simply comparing the proposed development to the parallel plan, which demonstrates how the land could be developed in conformance with the standards of the ordinance, demonstrates the benefits of this concept.

**B. The proposed open space community shall be serviced by the necessary public facilities to assure the public health, safety, and welfare of project residents and users.**

The proposed community will be serviced by public water and sewer. The roads will be public roads.

**C. The proposed open space community shall be designed to minimize the impact of traffic generated by the development on the surrounding land use and street network.**

The proposed community will connect to Buckham Highlands to the west, currently only allowing for one access point into the development. There are access difficulties with this site as it is land locked between existing development and unplatted land. The future connections to the north and east

proposed in the plan will provide possibilities to improve access to the site, but only if development occurs in these locations. Until other properties develop, the majority of the traffic will likely access the site from 9th Street through the Buckham Highlands Condominiums on Buckham Woods Drive to Wood Hollow Avenue.

Some concerns have been expressed from neighbors regarding the one access point to the proposed site. While not ideal, the Open Space Community ordinance does not address the requirement of multiple access points. In addition, the design guidelines of the Site Condominium ordinance indicates the following:

> *Part 290.005.D.3.a.(11) – A condominium project or extension of an existing condominium project creating a total of 75 or more building sites must be developed so as to provide two or more access streets or will provide for connection to adjacent property through future street development.*

The project in question is creating a total of 46 building sites, which is below the required minimum for two access points. In addition, they have provided two stub streets for future connections. The Road Commission for Kalamazoo County was provided a copy of the plan and they have no major concerns with the proposed circulation system. In addition, the Fire Marshal was consulted during an internal staff review meeting and no concerns were raised.

During our review of the development, it appeared that a 66-foot easement was available from the subject site south to KL Avenue. However, after further investigations through our GIS mapping system and the recorded easements within that section of the Township, it become clear that no easement exists and likely never existed. The lines for this anomaly are recorded in the GIS system under "old property lines." Staff believes this was an historical property line that was never removed from the mapping database.

As the adjacent properties develop, it is unlikely that a fully connected road network would create a desirable short-cut for vehicles passing through the area. None of the routes would be direct and all such possible routes would involve multiple stops and turns. The benefit of the connections would be to provide various outlets and options for the residents of the neighborhood in addition to managing traffic flow from these developments.

**D. The proposed open space community shall be designed so as to be in character with surrounding conditions as they relate to the bulk and location of structures, pedestrian and vehicular circulation, landscaping, and amenities.**

The proposed development is comparable in density, layout, circulation, amenities, and infrastructure to the surrounding developments. As expected, the building site sizes in Sky King Meadows II are very similar to this project as they were designed by the same owner/developer. The building sites within Buckham Highlands and Country Club Village are slightly larger than Sky King Meadows III, with an average building site size between 10,000 and 15,000 square feet.

Sky King Meadows III is providing some substantial buffering of their building sites along the west and south property lines. Building site 1 is approximately 70 linear feet from the western property line,

with the building envelop closer to 100 linear feet. Building site 26 is the next closest to Buckham Highlands and is at least 200 linear feet of wooded area from the property line. From the south property line, there is at least 220 feet of wooded area before the first building site. The buildable sites located along the northern and eastern portions of the development are much closer to the property boundary lines. To the north, the building site is within 30 feet of the property line while the house would be developed approximately 50 feet from the property line. The closest building site to the east mirrors the northern dimensions.

The configurations of the building sites is largely due to topography, existing wooded features, and the location of the storm water drainage area in the southwest corner of the site. During the review of the initial concept/ tentative preliminary plan, staff noted that building sites 1-2 and 19-23 were either directly in line or close to the area where storm water infiltration would occur as it flows to the drainage area designated for this and adjacent developments. To avoid problems with flooding, as has occurred in Buckham Highlands, staff requested the development be shifted to the east to provide for a larger natural area between Buckham Highlands and Sky King Meadows III to hopefully manage storm water infiltration more effectively.

The placement of the new building site 1 begins to encroach into this natural area where storm water will infiltrate. Staff would recommend that building sites 1 through 5 be moved to the east, closer to Ben Street, where there currently is open space area available.

**E. The proposed open space community shall be designed and constructed so as to preserve the integrity of existing on- and off-site sensitive and natural environments, including wetlands, woodlands, hillsides, water bodies, and groundwater resources.**

Per the requirements of the ordinance, more than 40 percent of the development area (just over 15 acres) is set aside as permanent open space. This includes some of the most heavily wooded portions of the site as well as the portions with the steepest slopes, helping to preserve the natural features of the site.

**F. The designated open space shall be of functional value as it relates to opportunities for wildlife habitat, woodland preservation, crop-growing, orchards, recreation, visual impact and access.**

The designated open space is almost entirely established hardwood forest area with access provided by a wood-chip pedestrian path. The designated areas are connected and are substantial in size. This should allow the area to continue to provide habitat to wildlife as it develops.

**G. The proposed open space community shall comply with all applicable federal, state and local regulations.**

Proof of compliance, as necessary, will need to be provided with the site plan/final preliminary plan.

In addition to the standards cited above from Section 60.570, the Planning Commission shall review the conceptual plan against Section 60.580.C – Conceptual Plan Review Requirements. These are the specific

details that are required on the conceptual plan. Staff has completed an initial and a final review prior to the Planning Commission meeting and finds the plan compliant with these requirements.

**TENTATIVE REVIEW OF PRELIMINARY PLAN**

Tentative review of the preliminary site condominium plan is the first of three steps of the approval process for a site condominium development. This first step requires a public hearing, and the Planning Commission shall make a recommendation to the Township Board. Section 290.005.D.3 provides design standards for tentative preliminary plans at this stage of the review process. These requirements include design of streets, building sites, non-motorized or pedestrian pathways, and general provisions related to existing and natural features on the site. The plans have been reviewed against these standards and are consistent with the requirements as they are similar in scope to many of the conditions of the open space community design for these features.

In addition to the design conditions, tentative preliminary plans also have specifics for what is required on the plan submittal. These are very similar to the requirements of the conceptual plan submittal under the Open Space Community ordinance. After providing comments to the project engineer, the current tentative preliminary plan meets all the requirements of Step 1 of the approval process.

**RECOMENDATION**

Staff recommends the Planning Commission approve the conceptual plan for the Open Space Community Special Exception Use as presented. Staff also suggests the Commission forward a recommendation of approval to the Township Board for the tentative preliminary plan, with the following conditions:

1. If approved, the site plan/final preliminary plan, consistent with the approved concept plan/tentative preliminary plan, shall be submitted for approval within one year.

2. The appropriate legal documents and conveyances necessary for the permanent protection of the open space are provided to the Township with the site plan/final preliminary plan approval.

3. The requested modifications to the minimum building site size (less the 10,560 square feet), frontage (less than 100 linear feet) and side yard setback (5 feet as opposed to 10 feet) satisfy the intent of the open space community requirements.

4. Building sites 1 through 5 shall be shifted approximately 25 feet to the east (Ben Street) to allow for more area where storm water runoff may infiltrate and to be consistent with the placement of other building sites adjacent to Ben Street and Sky Avenue, which are approximately 25 feet from the road right-of-way.

5. The storm water system will require a review by the Township Engineer for site plan/final preliminary plan approval and shall comply with all applicable County requirements.

6. Sanitary sewer will connect to the existing system on the adjoining undeveloped property located to the east of the development.

7. Specific details of the proposed street lighting will be provided at site plan/final preliminary plan and reviewed by the Township Engineer to ensure compliance with Township street lighting policy and ordinance standards.

8. The site plan/final preliminary plan shall be reviewed and approved by the Township Engineer and Fire Department.

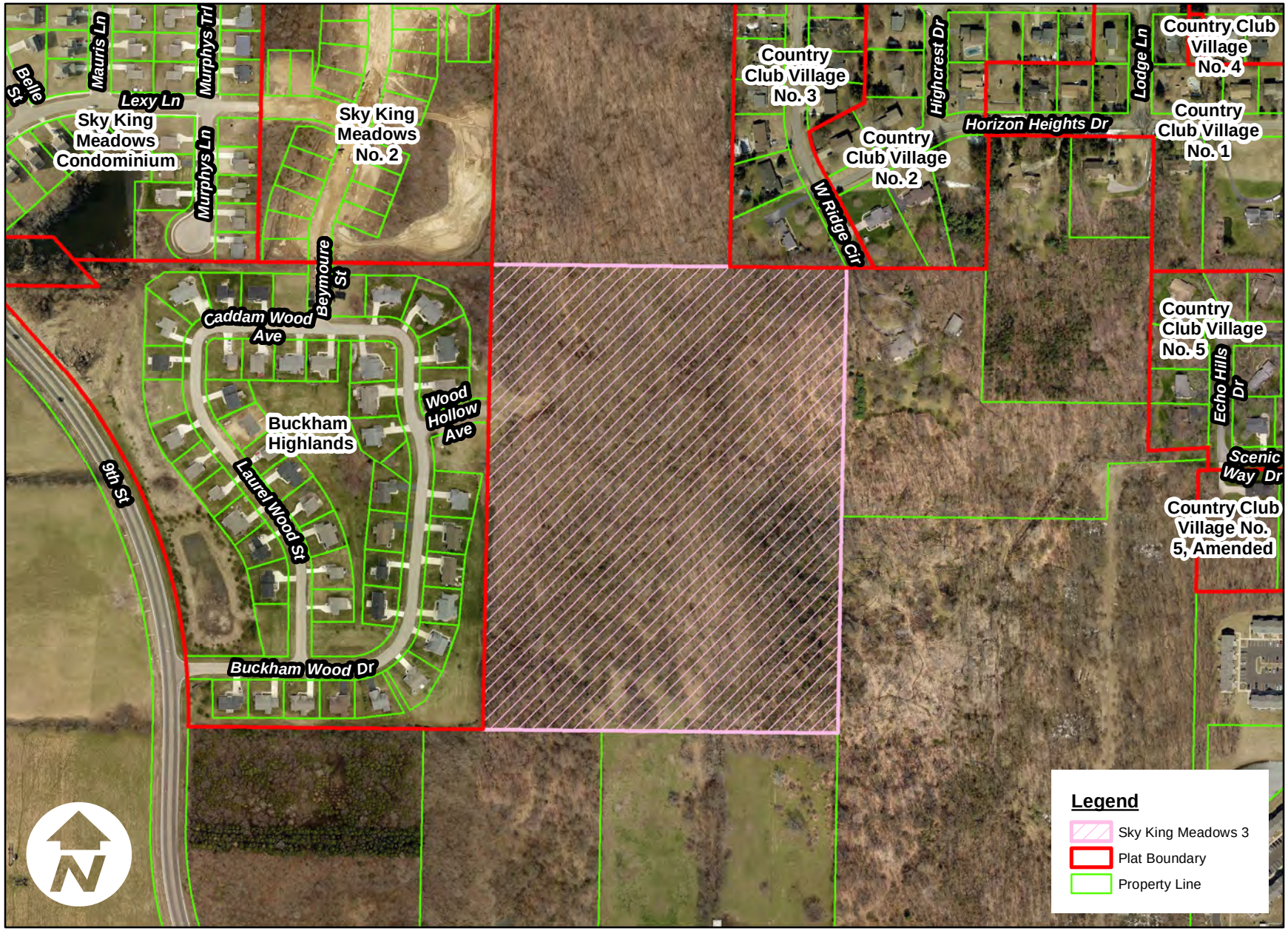
Respectfully Submitted,

Julie Johnston, AICP
Planning Director

Attachments: Application
Aerial
Plan Set

# Sky King Meadows 3

*Proposed Site*




**1 inch = 400 feet**

charter township
oshtemo

7275 W. Main Street, Kalamazoo, Michigan 49009-9334
Phone: 269-216-5223 Fax: 269-375-7180

# PLANNING & ZONING APPLICATION

**APPLICANT:**

Name Gary Hahn

Please print

Company Wightman & Associates, Inc.

Address 9835 Portage Road

Portage, MI 49002

E-mail ghahn@wightman-assoc.com

Telephone 269-200-2700 Fax 269-927-0100

Interest in Property Surveyor/Consultant

**OWNER*:** Seeco 2, LLC

Name Mike Seelye

Please print

Address 3820 Stadium Drive

Kalamazoo, MI 49008

E-mail mseelye1@gmail.com

Telephone 269-375-3820 Fax _____

THIS SPACE FOR TOWNSHIP USE ONLY

Fee Amount _____

Escrow Amount _____

**NATURE OF THE REQUEST:** (Please check the appropriate item(s))

| | |
|---|---|
| ___Site Plan Review | ___Subdivision Plat Review |
| ___Administrative Site Plan Review | ___Rezoning |
| ___Special Exception Use | ___Interpretation |
| ___Zoning Variance | ___Text Amendment |
| X Site Condominium | ___Sign Deviation |
| ___Accessory Building Review | ___Other:_____ |

**BRIEFLY DESCRIBE YOUR REQUEST** (Use Attachments if Necessary): We are proposing a single-family residential site condominium to be developed under the Township's Open Space Community Ordinance (60.500). We are requesting Step One Approval of the Condominium Project Plan under Ordinance 290.005 - Condominium Projects.

**LEGAL DESCRIPTION OF PROPERTY** *(Use Attachments if Necessary)*:

Please refer to Conceptual Plan Drawing

**PARCEL NUMBER:** 3905- 23-210-010

**ADDRESS OF PROPERTY:** None

**PRESENT USE OF THE PROPERTY:** Vacant

**PRESENT ZONING** R-2 **SIZE OF PROPERTY** 29.98 acres

**NAME(S) & ADDRESS(ES) OF ALL OTHER PERSONS, CORPORATIONS, OR FIRMS HAVING A LEGAL OR EQUITABLE INTEREST IN THE PROPERTY:**

| Name(s) | Address(es) |
|---|---|
| None | |
| | |

***SIGNATURES***

*I (we) the undersigned certify that the information contained on this application form and the required documents attached hereto are to the best of my (our) knowledge true and accurate. I (we) acknowledge that we have received the Township's Disclaimer Regarding Sewer and Water Infrastructure. By submitting this Planning & Zoning Application, I (we) grant permission for Oshtemo Township officials and agents to enter the subject property of the application as part of completing the reviews necessary to process the application.*

**Owner's Signature***(* If different from Applicant)* **Date** 9-11-15

**Applicant's Signature** **Date**

****

**PLEASE ATTACH ALL REQUIRED DOCUMENTS**

# SKY KING MEADOWS 3 – OPEN SPACE DEVELOPMENT

NOVEMBER 18, 2015

**PROJECT NARRATIVE:**

**<u>The Project Site:</u>**

The project site consists of 29.98 acres of undeveloped land in Section 23, Oshtemo Township lying east of the Buckham Highlands, southeasterly of Sky King Meadows 2 and southwesterly of Country Club Village No. 3. The large tracts of land lying to the north, east and south are un-platted.

The entire site consists of wooded new growth Hickory, Oak, Ironwood and Wild Cherry trees and dense undergrowth. The site topography is gently rolling with slopes of between 6% and 17%. The site is about 70% Spinks Loamy Sand (SpB) and Kalamazoo Loam (KaA), soil types both well drained and well suited to development and about 30% Oshtemo Sandy Loam (OsE) and Sleeth Loam (SeA) which are less suitable (please see the attached Soil Map).

**<u>The Proposed Development:</u>**

**Overview:** A single family residential site condominium, to be developed under the Township's Open Space Community ordinance with forty six (46) building sites, is proposed. All building sites will be served by public roads and public water and sanitary sewer systems that are available for extension into the development site. An Open Space development was chosen in order to preserve at least 40% (11.99 acres) of the development site as open space. This wooded open space will be preserved in perpetuity for the use of the residents for passive recreation purposes such as walking, jogging, and nature watching and will act as a buffer between this community and surrounding communities. A wood chip trail system will be developed within the open space allowing for easy access from the sidewalk system running along the roads. Development signage may be constructed within the open space areas in the vicinity of public road access points. The open space areas will be maintained by the condominium association.

**Homes:** The developer envisions the construction of a wide variety of single and two story homes ranging from1600+/- to 2300+/- square feet in size with attached one, two, or three car garages (please see the attached renderings).

**Storm Water Basin:** The developer proposes to direct storm water from the proposed public roads to the existing natural low area in the southwest corner of the development property. A mutual water retention area was created around this low area in 1998 (please see Water Retention Area Agreement and Deed of Easement (Liber 2077, Page 0315). In addition, the attached Buckham Highlands Easterly Drainage Area Agreement (Document No. 1999-053889) is in place over this area. These documents allow for storm water from Buckham Highlands and the proposed roads within the proposed Sky King Meadows 2 development to be drained into the existing natural storm water area. The storm water area is private and is currently maintained by the Buckham Highlands Condominium Association. Due to naturally occurring gentle side slopes, no fence around the basin will be required. Nearly the entire storm water area is wooded and is well screened from the adjacent parcels lying to the west and south. No additional screening is proposed.

**Project Narrative Continued:**

**Yard Setbacks:** A deviation from the 10' underlying R-2 zoning side yard building setback is proposed. A 5' minimum side yard setback is requested. A typical home footprint proposed for this project is a 2 car garage home with a 40' width. When 40' wide homes are placed side by side there will be 20' between homes. The 5' side yard setback is requested in order to allow for the option of constructing some homes with a 50' wide footprint which creates more flexibility in the type of home footprint and garage options that could work for these building sites. There is precedent for this deviation as it was granted for the Sky King Meadows 2 development in 2012. A minimum front yard setback of 63' from the road centerline, which is consistent with the underlying zoning, is proposed. A minimum rear yard setback of 25', which is greater than the required 15' setback, is proposed. Please see chart below.

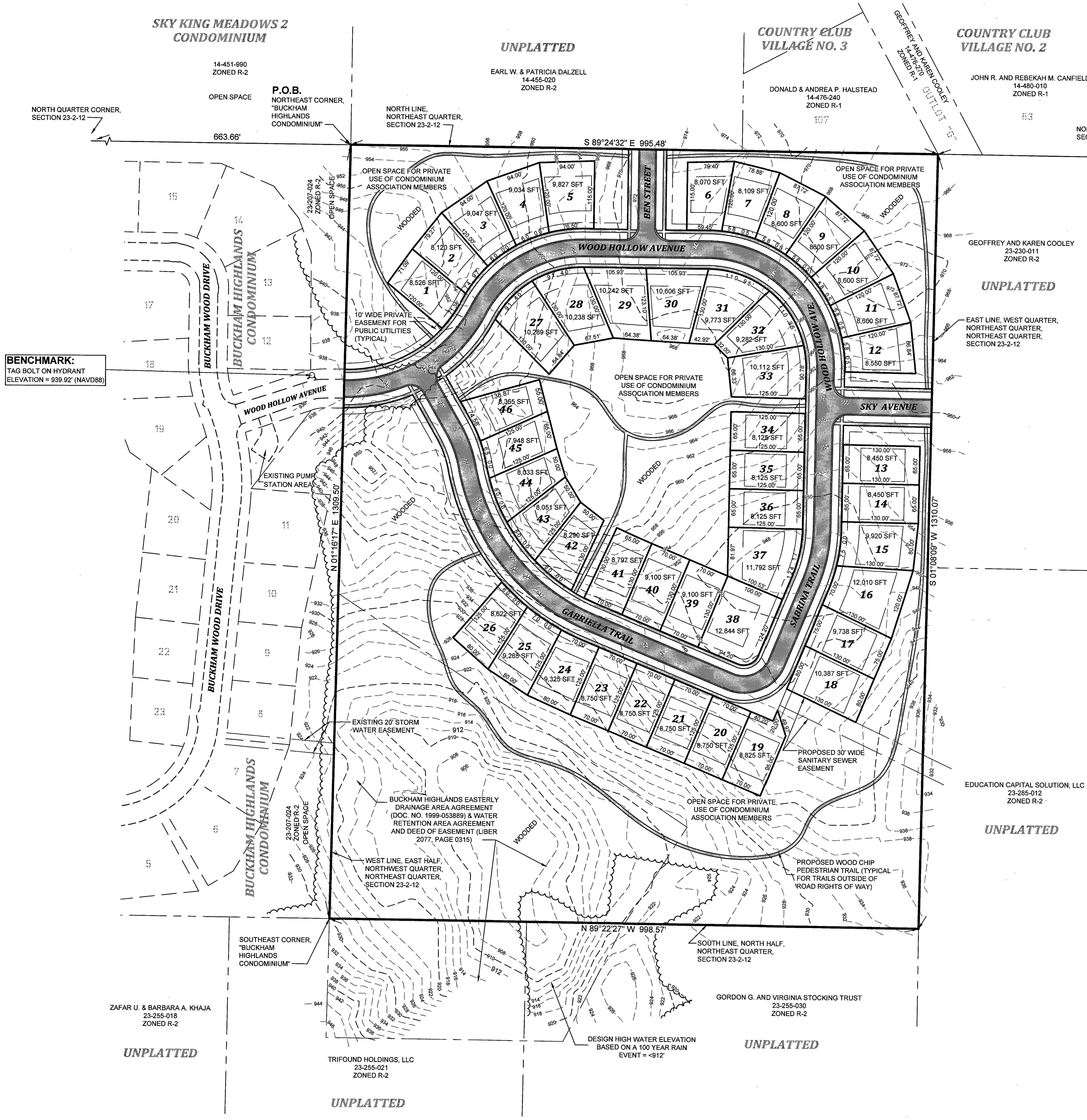
| Requirements | Underlying Zoning R-2 (66.200/64.00) | Open Space (60.500) | Proposed |
|---|---|---|---|
| Open Space | NONE | 40% min. | 40% |
| Clustering | NONE | Min. 4 / Max. 8 | Min. 2 / Max. 7 |
| Unit Width | 100' | NONE | 60' |
| Unit Area (sq. ft.) | 10,560 | NONE | 7,860 – 11,977 |
| Setbacks - Front | 63' from Centerline | 60' from Centerline | 63' from Centerline |
| Setbacks - Side | 10' | 10' | 5' |
| Setbacks - Rear | 15' | 15' | 25' |

**Traffic:** Due to similar building site to acreage ratios the increase in traffic created by this development will be consistent with the increased traffic flow that would be generated if the existing Buckham Highlands or Sky King Meadows 2 developments were to expand into this parcel. Provisions for vehicular and pedestrian interconnectivity between surrounding developments are proposed. Existing and proposed street layouts are such that use of these roadways for through traffic from 9th Street to West Main Street is not likely.

SKETCH PLAN OF PROPOSED

# SKY KING MEADOWS 3

## IN THE NORTHEAST QUARTER OF SECTION 23, TOWNSHIP 2 SOUTH, RANGE 12 WEST, OSHTEMO TOWNSHIP, KALAMAZOO COUNTY, MICHIGAN.




0 100 150 200
1 inch = 100 ft.

### PROPRIETOR/OWNER
SEECO 2, LLC
3820 STADIUM DRIVE
KALAMAZOO, MI 49008
(269) 375-3820

### SURVEYOR/CONSULTANT
WIGHTMAN & ASSOCIATES, INC.
9835 PORTAGE ROAD
PORTAGE, MICHIGAN 49002
(269) 327-3532

### ATTORNEY
MATTHEW VAN DYKE
MILLER CANFIELD PADDOCK & STONE
277 S. ROSE STREET #5000
KALAMAZOO, MI 49007
(269) 383-5835

### LEGAL DESCRIPTION - PARCEL NO. 05-23-210-010

THE EAST HALF OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER AND THE WEST QUARTER OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 23, TOWNSHIP 2 SOUTH, RANGE 12 WEST, OSHTEMO TOWNSHIP, KALAMAZOO COUNTY, MICHIGAN, MORE PARTICULARLY DESCRIBED AS : BEGINNING AT A POINT ON THE NORTH LINE OF THE NORTHEAST QUARTER OF SAID SECTION 23 THAT IS 663.66 FEET SOUTH 89° 24' 32" EAST OF THE NORTH QUARTER CORNER OF SAID SECTION 23, SAID POINT ALSO BEING THE NORTHEAST CORNER OF "BUCKHAM HIGHLANDS," BEING A CONDOMINIUM RECORDED AS SUBDIVISION PLAN NO. 113 IN DOCUMENT NO. 2004-016965, KALAMAZOO COUNTY RECORDS; THENCE SOUTH 89° 24' 32" EAST ON SAID NORTH LINE 995.48 FEET TO THE EAST LINE OF THE WEST QUARTER OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 23; THENCE SOUTH 01° 08' 09" WEST ON SAID EAST LINE 1310.07 FEET TO THE SOUTH LINE OF THE NORTH HALF OF THE NORTHEAST QUARTER OF SAID SECTION 23; THENCE NORTH 89° 22' 27" WEST ON SAID SOUTH LINE 998.57 FEET TO THE SOUTHEAST CORNER OF SAID "BUCKHAM HIGHLANDS" AND THE WEST LINE OF THE EAST HALF OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 23; THENCE NORTH 01° 16' 17" EAST ON SAID WEST LINE 1309.50 FEET (RECORDED 1310.06 FEET) TO THE POINT OF BEGINNING. CONTAINING 29.98 ACRES MORE OR LESS.

### NOTES

**ZONING**
CURRENT ZONING: R-2 PROPOSED: OPEN SPACE COMMUNITY (60.500)

**UNITS**
46 SINGLE OR TWO STORY, SINGLE FAMILY, RESIDENTIAL UNITS ARE PROPOSED.

MINIMUM UNIT WIDTH PROPOSED: 60'
MINIMUM UNIT SQUARE FOOTAGE PROPOSED: 7,860± SFT
MINIMUM SETBACK REQUIREMENTS PROPOSED: FRONT: 30 FEET SIDE: 5 FEET REAR: 25 FEET

**SANITARY FACILITIES**
ALL PROPOSED CONDOMINIUM UNITS WILL BE SERVED BY MUNICIPAL SANITARY SEWER. ONE OPTION IS TO CONSTRUCT SANITARY SEWER WITHIN THE DEVELOPMENT PARCEL TO GRAVITY FEED TO THE EXISTING PUMP STATION LOCATED NEAR THE INTERSECTION OF BUCKHAM WOOD DRIVE AND WOOD HOLLOW AVENUE. A SECOND OPTION IS TO ABANDON THIS PUMP STATION AND CONSTRUCT A GRAVITY FEED SEWER FROM THE PUMP STATION THROUGH THE DEVELOPMENT PARCEL AND EASTERLY TO EXISTING SANITARY SEWER FACILITIES LOCATED WITHIN THE EDUCATION CAPITAL SOLUTION, LLC PROPERTY (PARCEL NO. 23-285-012). THIS OPTION WOULD REQUIRE AN EQUITABLE PARTICIPATION AGREEMENT BETWEEN OSHTEMO TOWNSHIP AND THE LAND OWNERS, EASEMENT ACQUISITION AND ADDITIONAL DESIGN.

**WATER FACILITIES**
ALL PROPOSED CONDOMINIUM UNITS WILL BE SERVED BY MUNICIPAL WATER TO BE EXTENDED INTO DEVELOPMENT FROM EXISTING FACILITIES IN THE WOOD HOLLOW AVENUE ENTRANCE.

**STORM SEWER**
THE PROPOSED STORM SEWER FACILITIES WITHIN PROPOSED RIGHTS-OF-WAY SHALL BE DEDICATED TO THE KALAMAZOO COUNTY ROAD COMMISSION. ALL STORM WATER RUNOFF SHALL BE DIRECTED TO THE STORM WATER INFILTRATION AREA IN THE EXISTING RECIPROCAL STORM WATER EASEMENT AREA RECORDED IN DOCUMENT NO. 1999-053889, KALAMAZOO COUNTY RECORDS

**STREETS**
ALL STREETS WILL BE PUBLIC AND WILL BE BUILT TO KALAMAZOO COUNTY ROAD COMMISSION STANDARDS WITH ASPHALT CURB AND GUTTER AND ASPHALT SURFACES, WIDTHS TO BE 30' BACK TO BACK WITHIN 66' RIGHTS-OF-WAY.

**SIDEWALKS**
CONCRETE SIDEWALKS WILL BE CONSTRUCTED ON BOTH SIDES OF ALL ROADS AND WILL BE CONSTRUCTED TO OSHTEMO TOWNSHIP SPECIFICATIONS.

**STREET LIGHTING**
STREET LIGHTING WILL BE PROVIDED BY THE DEVELOPER IN ACCORDANCE WITH THE OSHTEMO TOWNSHIP STREET LIGHTING POLICY.

**PRIVATE UTILITIES**
PRIVATE UTILITIES SUCH AS GAS, ELECTRIC, CABLE TV, ETC.. SHALL BE LOCATED IN PROPOSED PRIVATE EASEMENTS ADJACENT TO ROAD RIGHTS OF WAY . ALL UTILITIES SHALL BE INSTALLED UNDERGROUND.

**CONTIGUOUS PROPERTIES**
THE PROPRIETOR DOES NOT OWN ANY CONTIGUOUS UNDEVELOPED PROPERTIES.

**OPEN SPACE**
12.02 ACRES OF OPEN SPACE (40.1% OF THE DEVELOPMENT ACREAGE) IS TO BE PRESERVED FOR LAND CONSERVATION, ECOLOGICAL PROTECTION, AND PASSIVE RECREATION (TRAILS) PURPOSES. OPEN SPACE IS TO BE PRIVATE FOR THE USE OF UNIT OWNERS AND TO BE MAINTAINED BY THE CONDOMINIUM ASSOCIATION. DEVELOPMENT SIGNAGE MAY BE CONSTRUCTED WITHIN THE OPEN SPACE AREAS IN THE VICINITY OF PUBLIC ROAD ACCESS POINTS.

**FLOODPLAIN**
THE DEVELOPMENT PROPERTY DOES NOT LIE WITHIN A 100-YEAR FLOODPLAIN.

**SOILS**
ACCORDING TO THE USDA NATIONAL COOPERATIVE SOIL SURVEY THE DEVELOPMENT PROPERTY CONSISTS MOSTLY OF SPINKS LOAMY SAND AND KALAMAZOO LOAM (70%± OF SITE) AND SOME OSHTEMO SANDY LOAM AND SLEETH LOAM (30%± OF SITE). SOILS MAP PROVIDED WITH APPLICATION.

**TOPOGRAPHY**
PLEASE SEE THE 11" X 17" SLOPE SKETCH WHICH HIGHLIGHTS ALL AREAS WITHIN THE DEVELOPMENT PROPERTY HAVING SLOPES IN EXCESS OF 8%.

**LANDSCAPING FEATURES**
WITH THE EXCEPTION OF THE AREA NEAR THE PROPOSED SABRINA TRAIL ENTRANCE AND AN AREA ALONG THE SOUTH PARCEL LINE, THE ENTIRE 29.98 ACRE DEVELOPMENT SITE CONSISTS OF WOODED NEW GROWTH HICKORY, OAK, IRONWOOD AND WILD CHERRY TREES AND DENSE UNDERGROWTH. ALL OF THE PROPOSED UNITS LIE WITHIN THIS WOODED AREA. THE PROPOSED OPEN SPACE AND THE EXISTING NATURAL STORM WATER INFILTRATION AREA ARE WOODED AS WELL AND WILL REMAIN LARGELY WOODED. THE EXISTING FOLIAGE WITHIN THE OPEN SPACE WILL ACT TO SCREEN THE PROPOSED UNITS AND INFILTRATION AREA FROM THE VIEW FROM ADJACENT PROPERTIES. NO NEW LANDSCAPING FEATURES, EXCEPT FOR DEVELOPMENT SIGNAGE, ARE PROPOSED FOR THIS DEVELOPMENT.

### ACREAGE INFORMATION

TOTAL ACREAGE = 29.98

ACREAGE OF RESIDENTIAL UNITS = 9.76

ACREAGE OF ROAD RIGHT OF WAY = 4.08

ACREAGE OF PORTION OF RECIPROCAL STORM WATER EASEMENT AREA LYING BELOW THE DESIGN HIGH WATER ELEVATION OF 912' = 1.66

ACREAGE OF PROPOSED SANITARY EASEMENT AREA = 0.24

ACREAGE INELIGIBLE FOR OPEN SPACE = 15.74

ACREAGE OF OPEN SPACE = 15.10

ACREAGE TO BE PRESERVED AS OPEN SPACE = 15.10 (52.5% OF 29.98 ACRE DEVELOPMENT PARCEL)

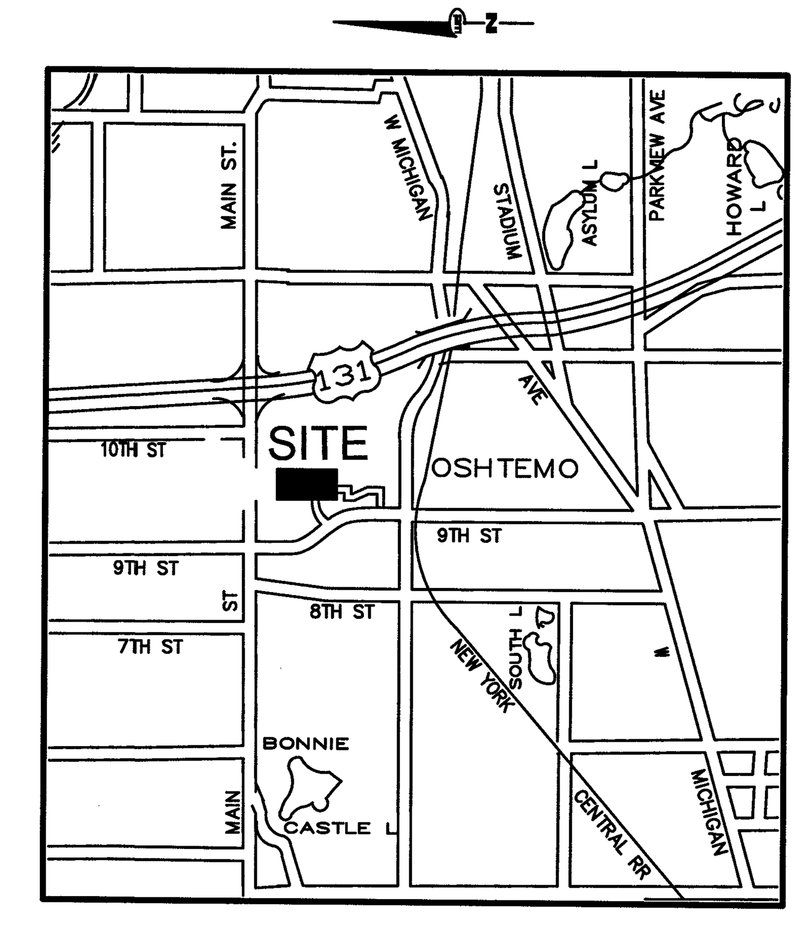
### LEGEND

| | |
|---|---|
| — — — — | = EXISTING EDGE OF ASPHALT |
| ━━━━ | = PROPERTY LINE |
| ──── | = PROPOSED UNIT LINES |
| —— - - —— | = ADJACENT PARCEL LINES |
| ︶︶︶︶ | = TREE LINE |
| | = EXISTING CATCH BASIN |
| (SA) | = EXISTING SANITARY SEWER MANHOLE |
| | = EXISTING FIRE HYDRANT |
| SFT | = SQUARE FEET |
| P.O.B. | = POINT OF BEGINNING |

### DEVELOPMENT TIMETABLE

THE OWNER PLANS TO SEEK THE NECESSARY PRE-CONSTRUCTION APPROVALS AND PERMITS BETWEEN NOW AND MARCH 2016 WITH THE INTENT TO BEGIN CONSTRUCTION DURING APRIL 2016. SUBSTANTIAL COMPLETION AND RECORDING OF THE MASTER DEED IS ANTICIPATED FOR LATE JULY 2016. THIS DEVELOPMENT WILL BE CONSTRUCTED AS ONE PHASE.

### VICINITY MAP
(NOT TO SCALE)





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www.wightman-assoc.com


STATE OF MICHIGAN
GARY D. HAHN
LAND SURVEYOR
NO 35116
LICENSED PROFESSIONAL SURVEYOR

PROJECT NAME:
**SKY KING MEADOWS 3**
OSHTEMO TOWNSHIP
KALAMAZOO COUNTY
MICHIGAN

**SEECO 2, LLC**
3820 STADIUM DRIVE
KALAMAZOO, MI 49008

2 - 10/21/2015
REVISED STREET NAMES

1 - 10/1/2015
REVISED TO ADDRESS OSHTEMO TOWNSHIP COMMENT LETTER OF SEPTEMBER 25, 2015 AND REVISED STREET NAMES

**REVISIONS**

P:\Portage\154124 Seeco II LLC - Sky King Meadows No. 3\B) Drawings\B50 AutoCAD\Survey\154124 Seeco II - Sky King 3 - Survey Base dwg 1 OF 1 11/12/2015 11:03:56 AM


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DATE: AUGUST 2015
SCALE: 1" = 100'

CONCEPTUAL PLAN

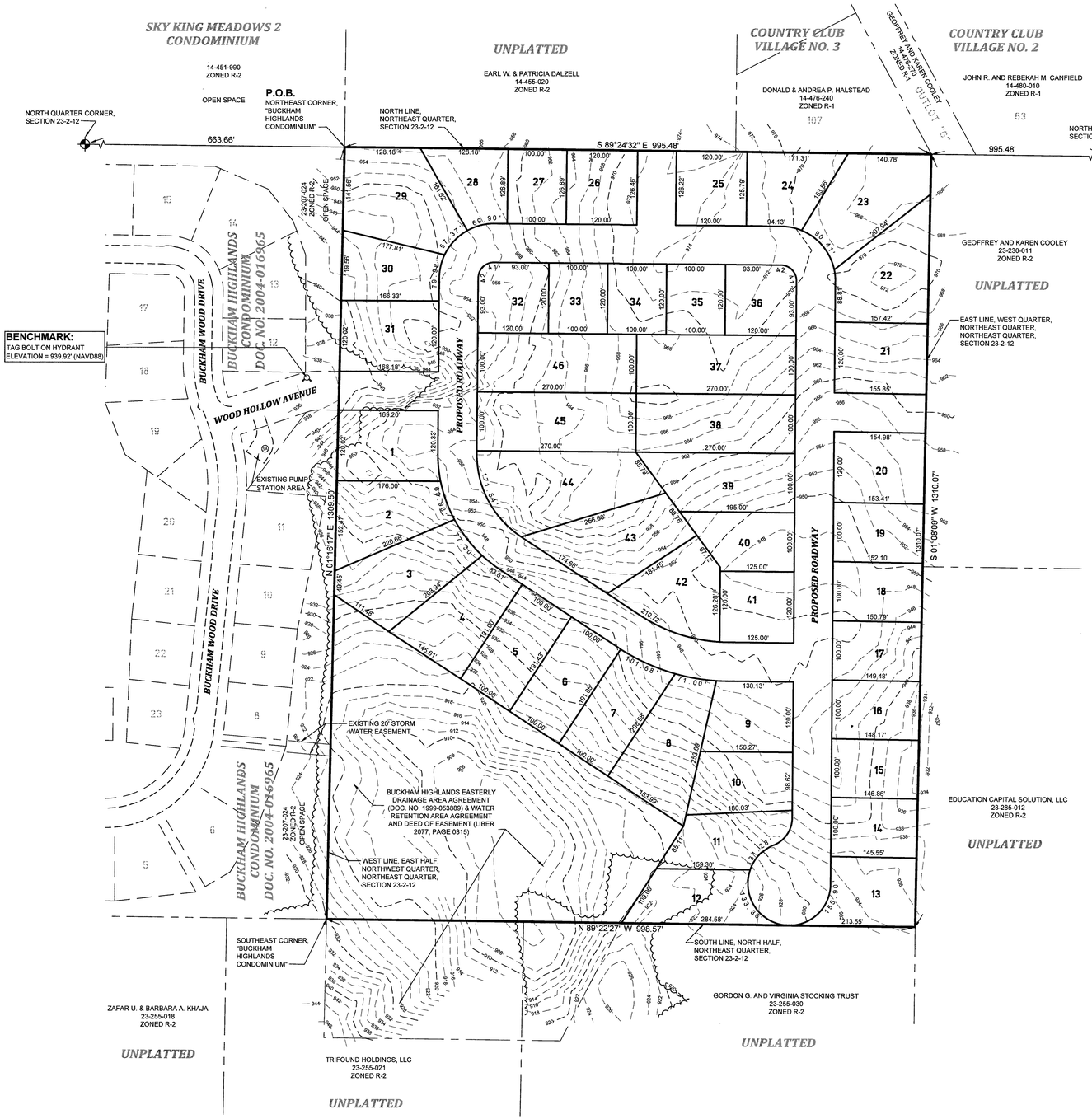
154124

1 OF 1

ALTERNATIVE PLAN OF PROPOSED

# SKY KING MEADOWS 3

## IN THE NORTHEAST QUARTER OF SECTION 23, TOWNSHIP 2 SOUTH, RANGE 12 WEST, OSHTEMO TOWNSHIP, KALAMAZOO COUNTY, MICHIGAN.




0 100 150 200

1 inch = 100 ft.

**PROPRIETOR/OWNER**
SEECO 2, LLC
3820 STADIUM DRIVE
KALAMAZOO, MI 49008
(269) 375-3820

**SURVEYOR/CONSULTANT**
WIGHTMAN & ASSOCIATES, INC.
9835 PORTAGE ROAD
PORTAGE, MICHIGAN 49002
(269) 327-3532

**ATTORNEY**
MATTHEW VAN DYKE
MILLER CANFIELD PADDOCK & STONE
277 S. ROSE STREET #5000
KALAMAZOO, MI 49007
(269) 383-5835

**LEGAL DESCRIPTION - PARCEL NO. 05-23-210-010**

THE EAST HALF OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER AND THE WEST QUARTER OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 23, TOWNSHIP 2 SOUTH, RANGE 12 WEST, OSHTEMO TOWNSHIP, KALAMAZOO COUNTY, MICHIGAN, MORE PARTICULARLY DESCRIBED AS : BEGINNING AT A POINT ON THE NORTH LINE OF THE NORTHEAST QUARTER OF SAID SECTION 23 THAT IS 663.66 FEET SOUTH 89° 24' 32" EAST OF THE NORTH QUARTER CORNER OF SAID SECTION 23, SAID POINT ALSO BEING THE NORTHEAST CORNER OF "BUCKHAM HIGHLANDS," BEING A CONDOMINIUM RECORDED AS SUBDIVISION PLAN NO. 113 IN DOCUMENT NO. 2004-016965, KALAMAZOO COUNTY RECORDS; THENCE SOUTH 89° 24' 32" EAST ON SAID NORTH LINE 995.48 FEET TO THE EAST LINE OF THE WEST QUARTER OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 23; THENCE SOUTH 01° 08' 09" WEST ON SAID EAST LINE 1310.07 FEET TO THE SOUTH LINE OF THE NORTH HALF OF THE NORTHEAST QUARTER OF SAID SECTION 23; THENCE NORTH 89° 22' 27" WEST ON SAID SOUTH LINE 998.57 FEET TO THE SOUTHEAST CORNER OF SAID "BUCKHAM HIGHLANDS" AND THE WEST LINE OF THE EAST HALF OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 23; THENCE NORTH 01° 16' 17" EAST ON SAID WEST LINE 1309.50 FEET (RECORDED 1310.06 FEET) TO THE POINT OF BEGINNING. CONTAINING 29.98 ACRES MORE OR LESS.

**NOTES**

**ZONING**
CURRENT ZONING: R-2

**UNITS**
46 SINGLE OR TWO STORY, SINGLE FAMILY, RESIDENTIAL UNITS ARE PROPOSED.

MINIMUM UNIT WIDTH: 100'
MINIMUM UNIT SQUARE FOOTAGE: ±10,560 SFT
MINIMUM SETBACK REQUIREMENTS: FRONT: 30 FEET SIDE: 10 FEET REAR: 15 FEET

**SANITARY FACILITIES**
ALL PROPOSED CONDOMINIUM UNITS WILL BE SERVED BY MUNICIPAL SANITARY SEWER. ONE OPTION IS TO CONSTRUCT SANITARY SEWER WITHIN THE DEVELOPMENT PARCEL TO GRAVITY FEED TO THE EXISTING PUMP STATION LOCATED NEAR THE INTERSECTION OF BUCKHAM WOOD DRIVE AND WOOD HOLLOW AVENUE. A SECOND OPTION IS TO ABANDON THIS PUMP STATION AND CONSTRUCT A GRAVITY FEED SEWER FROM THE PUMP STATION THROUGH THE DEVELOPMENT PARCEL AND EASTERLY TO EXISTING SANITARY SEWER FACILITIES LOCATED WITHIN THE EDUCATION CAPITAL SOLUTION, LLC PROPERTY (PARCEL NO. 23-285-012). THIS OPTION WOULD REQUIRE AN EQUITABLE PARTICIPATION AGREEMENT BETWEEN OSHTEMO TOWNSHIP AND THE LAND OWNERS, EASEMENT ACQUISITION AND ADDITIONAL DESIGN.

**WATER FACILITIES**
ALL PROPOSED CONDOMINIUM UNITS WILL BE SERVED BY MUNICIPAL WATER TO BE EXTENDED INTO DEVELOPMENT FROM EXISTING FACILITIES IN WOOD HOLLOW AVENUE.

**STORM SEWER**
THE PROPOSED STORM SEWER FACILITIES WITHIN PROPOSED RIGHTS-OF-WAY SHALL BE DEDICATED TO THE KALAMAZOO COUNTY ROAD COMMISSION. ALL STORM WATER RUNOFF SHALL BE DIRECTED TO THE STORM WATER INFILTRATION AREA IN THE EXISTING RECIPROCAL STORM WATER EASEMENT AREA RECORDED IN DOCUMENT NO. 1999-053889, KALAMAZOO COUNTY RECORDS.

**STREETS**
ALL STREETS WILL BE PUBLIC AND WILL BE BUILT TO KALAMAZOO COUNTY ROAD COMMISSION STANDARDS WITH ASPHALT CURB AND GUTTER AND ASPHALT SURFACES, WIDTHS TO BE 30' BACK TO BACK IN 66' RIGHTS-OF-WAY.

**SIDEWALKS**
CONCRETE SIDEWALKS WILL BE CONSTRUCTED ON BOTH SIDES OF ALL ROADS AND WILL BE CONSTRUCTED TO OSHTEMO TOWNSHIP SPECIFICATIONS.

**STREET LIGHTING**
STREET LIGHTING WILL BE PROVIDED BY THE DEVELOPER IN ACCORDANCE WITH THE OSHTEMO TOWNSHIP STREET LIGHTING POLICY.

**PRIVATE UTILITIES**
PRIVATE UTILITIES SUCH AS GAS, ELECTRIC, CABLE TV, ETC.. SHALL BE LOCATED IN PROPOSED PRIVATE EASEMENTS ADJACENT TO ROAD RIGHTS OF WAY . ALL UTILITIES SHALL BE INSTALLED UNDERGROUND.

**CONTIGUOUS PROPERTIES**
THE PROPRIETOR DOES NOT OWN ANY CONTIGUOUS UNDEVELOPED PROPERTIES.

**FLOODPLAIN**
THE DEVELOPMENT PROPERTY DOES NOT LIE WITHIN A 100-YEAR FLOODPLAIN.

**SOILS**
ACCORDING TO THE USDA NATIONAL COOPERATIVE SOIL SURVEY THE DEVELOPMENT PROPERTY CONSISTS MOSTLY OF SPINKS LOAMY SAND AND KALAMAZOO LOAM (70%± OF SITE) AND SOME OSHTEMO SANDY LOAM AND SLEETH LOAM (30%± OF SITE).

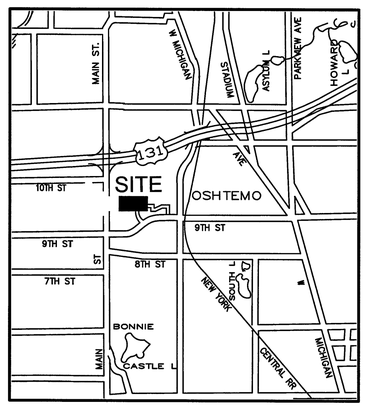
**ALTERNATE UNIT AREA**

| UNIT | AREA |
|---|---|
| 1 | 20,494 |
| 2 | 20,878 |
| 3 | 23,952 |
| 4 | 22,023 |
| 5 | 19,122 |
| 6 | 19,171 |
| 7 | 19,772 |
| 8 | 24,950 |
| 9 | 17,194 |
| 10 | 17,326 |
| 11 | 16,517 |
| 12 | 18,125 |
| 13 | 17,898 |
| 14 | 14,620 |
| 15 | 14,751 |
| 16 | 14,882 |
| 17 | 15,013 |
| 18 | 15,144 |
| 19 | 15,275 |
| 20 | 18,503 |
| 21 | 18,796 |
| 22 | 24,583 |
| 23 | 25,114 |
| 24 | 16,956 |
| 25 | 15,121 |
| 26 | 15,201 |
| 27 | 12,689 |
| 28 | 14,470 |
| 29 | 28,101 |
| 30 | 16,700 |
| 31 | 20,071 |
| 32 | 14,244 |
| 33 | 12,000 |
| 34 | 12,000 |
| 35 | 12,000 |
| 36 | 14,244 |
| 37 | 27,000 |
| 38 | 27,000 |
| 39 | 23,250 |
| 40 | 15,767 |
| 41 | 14,997 |
| 42 | 20,284 |
| 43 | 26,245 |
| 44 | 32,357 |
| 45 | 27,000 |
| 46 | 27,000 |

**LEGEND**

- = EXISTING EDGE OF ASPHALT
- = PROPERTY LINE
- = PROPOSED UNIT LINES
- = ADJACENT PARCEL LINES
- = TREE LINE
- = EXISTING CATCH BASIN
- = EXISTING SANITARY SEWER MANHOLE
- = EXISTING FIRE HYDRANT
- SFT = SQUARE FEET
- P.O.B. = POINT OF BEGINNING

**VICINITY MAP**
(NOT TO SCALE)





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STATE OF MICHIGAN
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PROJECT NAME:
**SKY KING MEADOWS 3**
OSHTEMO TOWNSHIP
KALAMAZOO COUNTY
MICHIGAN

**SEECO 2, LLC**
3820 STADIUM DRIVE
KALAMAZOO, MI 49008

REVISIONS

P:\Portage\154124 Cooley L.L.C. - Sky King Meadows Inc. 2020 Drawings\0000 AutoCAD\Sheet\154124 Sketch 6 - Sky King 3 - ALTERNATE PLAN Survey - Base.dwg 1 of1 11/13/2015 11:33 AM AM


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ALTERNATIVE PLAN

154124

SKETCH PLAN OF PROPOSED

# SKY KING MEADOWS 3

**IN THE NORTHEAST QUARTER OF SECTION 23, TOWNSHIP 2 SOUTH, RANGE 12 WEST, OSHTEMO TOWNSHIP, KALAMAZOO COUNTY, MICHIGAN.**

0 100 150 200
1 inch = 100 ft.

## PROPRIETOR/OWNER
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3820 STADIUM DRIVE
KALAMAZOO, MI 49008
(269) 375-3820

## SURVEYOR/CONSULTANT
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PORTAGE, MICHIGAN 49002
(269) 327-3532

## ATTORNEY
MATTHEW VAN DYKE
MILLER CANFIELD PADDOCK & STONE
277 S. ROSE STREET #5000
KALAMAZOO, MI 49007
(269) 383-5835

## LEGAL DESCRIPTION - PARCEL NO. 05-23-210-010

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## NOTES

### ZONING
CURRENT ZONING: R-2 PROPOSED: OPEN SPACE COMMUNITY (60.500)

### UNITS
46 SINGLE OR TWO STORY, SINGLE FAMILY, RESIDENTIAL UNITS ARE PROPOSED.

MINIMUM UNIT WIDTH PROPOSED: 60'
MINIMUM UNIT SQUARE FOOTAGE PROPOSED: 7,860± SFT
MINIMUM SETBACK REQUIREMENTS PROPOSED: FRONT: 30 FEET SIDE: 5 FEET REAR: 25 FEET

### SANITARY FACILITIES
ALL PROPOSED CONDOMINIUM UNITS WILL BE SERVED BY MUNICIPAL SANITARY SEWER. ONE OPTION IS TO CONSTRUCT SANITARY SEWER WITHIN THE DEVELOPMENT PARCEL TO GRAVITY FEED TO THE EXISTING PUMP STATION LOCATED NEAR THE INTERSECTION OF BUCKHAM WOOD DRIVE AND WOOD HOLLOW AVENUE. A SECOND OPTION IS TO ABANDON THIS PUMP STATION AND CONSTRUCT A GRAVITY FEED SEWER FROM THE PUMP STATION THROUGH THE DEVELOPMENT PARCEL AND EASTERLY TO EXISTING SANITARY SEWER FACILITIES LOCATED WITHIN THE EDUCATION CAPITAL SOLUTION, LLC PROPERTY (PARCEL NO. 23-285-012). THIS OPTION WOULD REQUIRE AN EQUITABLE PARTICIPATION AGREEMENT BETWEEN OSHTEMO TOWNSHIP AND THE LAND OWNERS, EASEMENT ACQUISITION AND ADDITIONAL DESIGN.

### WATER FACILITIES
ALL PROPOSED CONDOMINIUM UNITS WILL BE SERVED BY MUNICIPAL WATER TO BE EXTENDED INTO DEVELOPMENT FROM EXISTING FACILITIES IN THE WOOD HOLLOW AVENUE ENTRANCE.

### STORM SEWER
THE PROPOSED STORM SEWER FACILITIES WITHIN PROPOSED RIGHTS-OF-WAY SHALL BE DEDICATED TO THE KALAMAZOO COUNTY ROAD COMMISSION. ALL STORM WATER RUNOFF SHALL BE DIRECTED TO THE STORM WATER INFILTRATION AREA IN THE EXISTING RECIPROCAL STORM WATER EASEMENT AREA RECORDED IN DOCUMENT NO. 1999-053889, KALAMAZOO COUNTY RECORDS

### STREETS
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### PRIVATE UTILITIES
PRIVATE UTILITIES SUCH AS GAS, ELECTRIC, CABLE TV, ETC.. SHALL BE LOCATED IN PROPOSED PRIVATE EASEMENTS ADJACENT TO ROAD RIGHTS OF WAY . ALL UTILITIES SHALL BE INSTALLED UNDERGROUND.

### CONTIGUOUS PROPERTIES
THE PROPRIETOR DOES NOT OWN ANY CONTIGUOUS UNDEVELOPED PROPERTIES.

### OPEN SPACE
12.02 ACRES OF OPEN SPACE (40.1% OF THE DEVELOPMENT ACREAGE) IS TO BE PRESERVED FOR LAND CONSERVATION, ECOLOGICAL PROTECTION, AND PASSIVE RECREATION (TRAILS) PURPOSES. OPEN SPACE IS TO BE PRIVATE FOR THE USE OF UNIT OWNERS AND TO BE MAINTAINED BY THE CONDOMINIUM ASSOCIATION. DEVELOPMENT SIGNAGE MAY BE CONSTRUCTED WITHIN THE OPEN SPACE AREAS IN THE VICINITY OF PUBLIC ROAD ACCESS POINTS.

### FLOODPLAIN
THE DEVELOPMENT PROPERTY DOES NOT LIE WITHIN A 100-YEAR FLOODPLAIN.

### SOILS
ACCORDING TO THE USDA NATIONAL COOPERATIVE SOIL SURVEY THE DEVELOPMENT PROPERTY CONSISTS MOSTLY OF SPINKS LOAMY SAND AND KALAMAZOO LOAM (70%± OF SITE) AND SOME OSHTEMO SANDY LOAM AND SLEETH LOAM (30%± OF SITE). SOILS MAP PROVIDED WITH APPLICATION.

### TOPOGRAPHY
PLEASE SEE THE 11" X 17" SLOPE SKETCH WHICH HIGHLIGHTS ALL AREAS WITHIN THE DEVELOPMENT PROPERTY HAVING SLOPES IN EXCESS OF 8%.

### LANDSCAPING FEATURES
WITH THE EXCEPTION OF THE AREA NEAR THE PROPOSED SABRINA TRAIL ENTRANCE AND AN AREA ALONG THE SOUTH PARCEL LINE, THE ENTIRE 29.98 ACRE DEVELOPMENT SITE CONSISTS OF WOODED NEW GROWTH HICKORY, OAK, IRONWOOD AND WILD CHERRY TREES AND DENSE UNDERGROWTH. ALL OF THE PROPOSED UNITS LIE WITHIN THIS WOODED AREA. THE PROPOSED OPEN SPACE AND THE EXISTING NATURAL STORM WATER INFILTRATION AREA ARE WOODED AS WELL AND WILL REMAIN LARGELY WOODED. THE EXISTING FOLIAGE WITHIN THE OPEN SPACE WILL ACT TO SCREEN THE PROPOSED UNITS AND INFILTRATION AREA FROM THE VIEW FROM ADJACENT PROPERTIES. NO NEW LANDSCAPING FEATURES, EXCEPT FOR DEVELOPMENT SIGNAGE, ARE PROPOSED FOR THIS DEVELOPMENT.

## ACREAGE INFORMATION

TOTAL ACREAGE = 29.98

ACREAGE OF RESIDENTIAL UNITS = 9.76

ACREAGE OF ROAD RIGHT OF WAY = 4.08

ACREAGE OF PORTION OF RECIPROCAL STORM WATER EASEMENT AREA LYING BELOW THE DESIGN HIGH WATER ELEVATION OF 912' = 1.66

ACREAGE OF PROPOSED SANITARY EASEMENT AREA = 0.24

ACREAGE INELIGIBLE FOR OPEN SPACE = 15.74

ACREAGE OF OPEN SPACE = 15.10

ACREAGE TO BE PRESERVED AS OPEN SPACE = 15.10 (52.5% OF 29.98 ACRE DEVELOPMENT PARCEL)

## LEGEND

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- = TREE LINE
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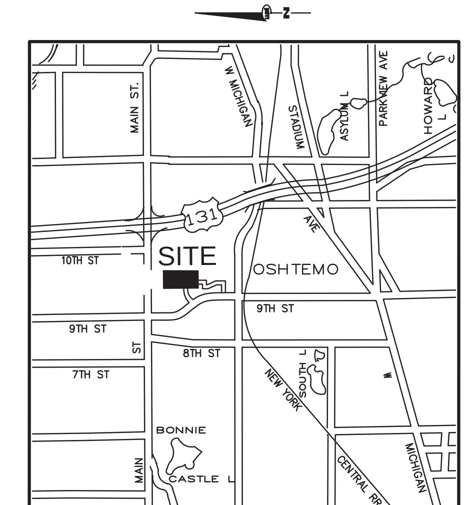



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MICHIGAN

**SEECO 2, LLC**
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2 - 10/21/2015
REVISED STREET NAMES

1 - 10/1/2015
REVISED TO ADDRESS OSHTEMO TOWNSHIP COMMENT LETTER OF SEPTEMBER 25, 2015 AND REVISED STREET NAMES

REVISIONS

P:\Portage\154124 Seeco II LLC - Sky King Meadows No. 3\B) Drawings\B50 AutoCAD\Survey\154124 Seeco II - Sky King 3 - Survey Base.dwg 1 OF 1 11/18/2015 9:46:59 AM


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DATE: AUGUST 2015
SCALE: 1" = 100'

CONCEPTUAL PLAN

154124

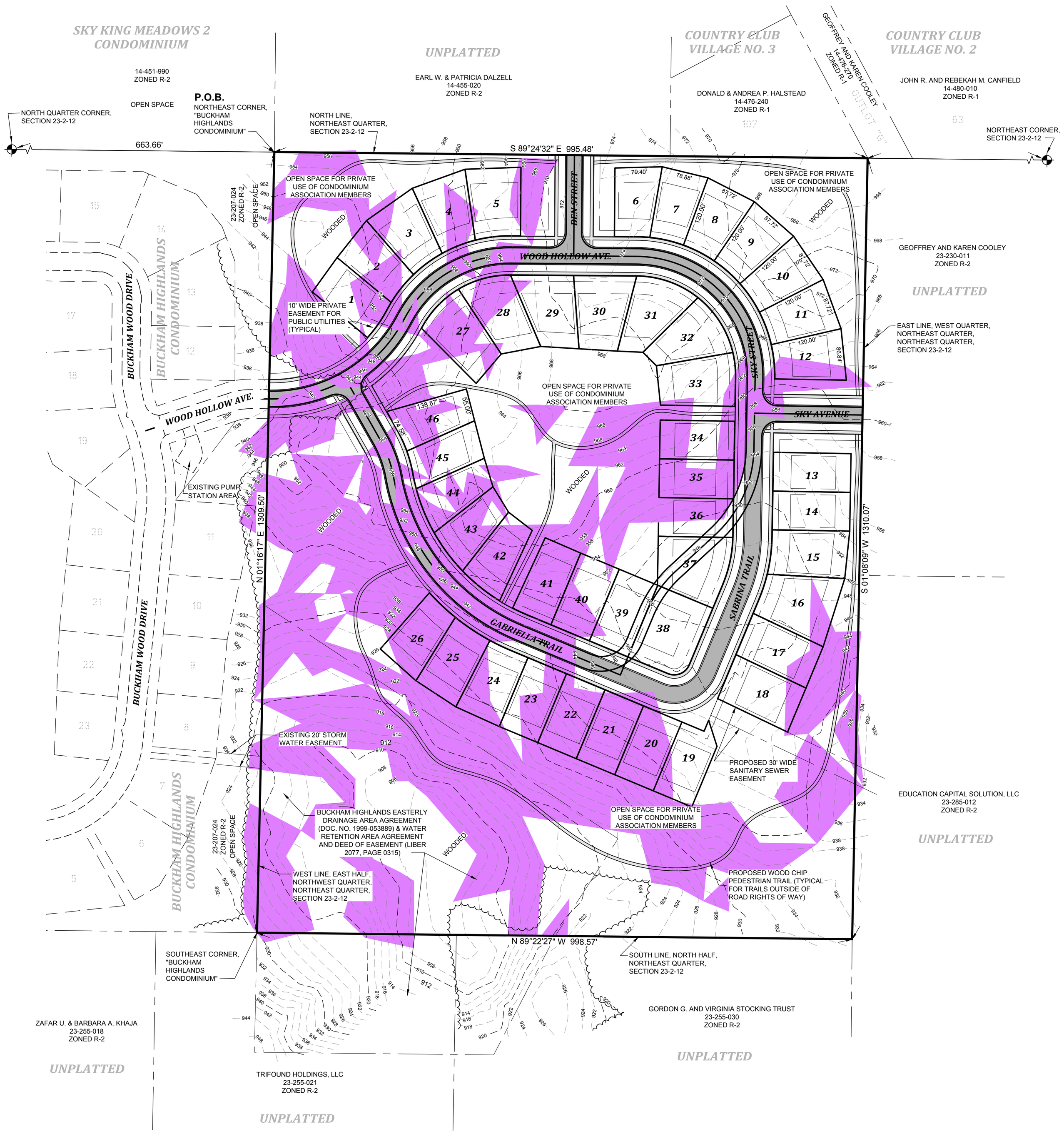
## SLOPE SKETCH OF PROPOSED

# SKY KING MEADOWS 3

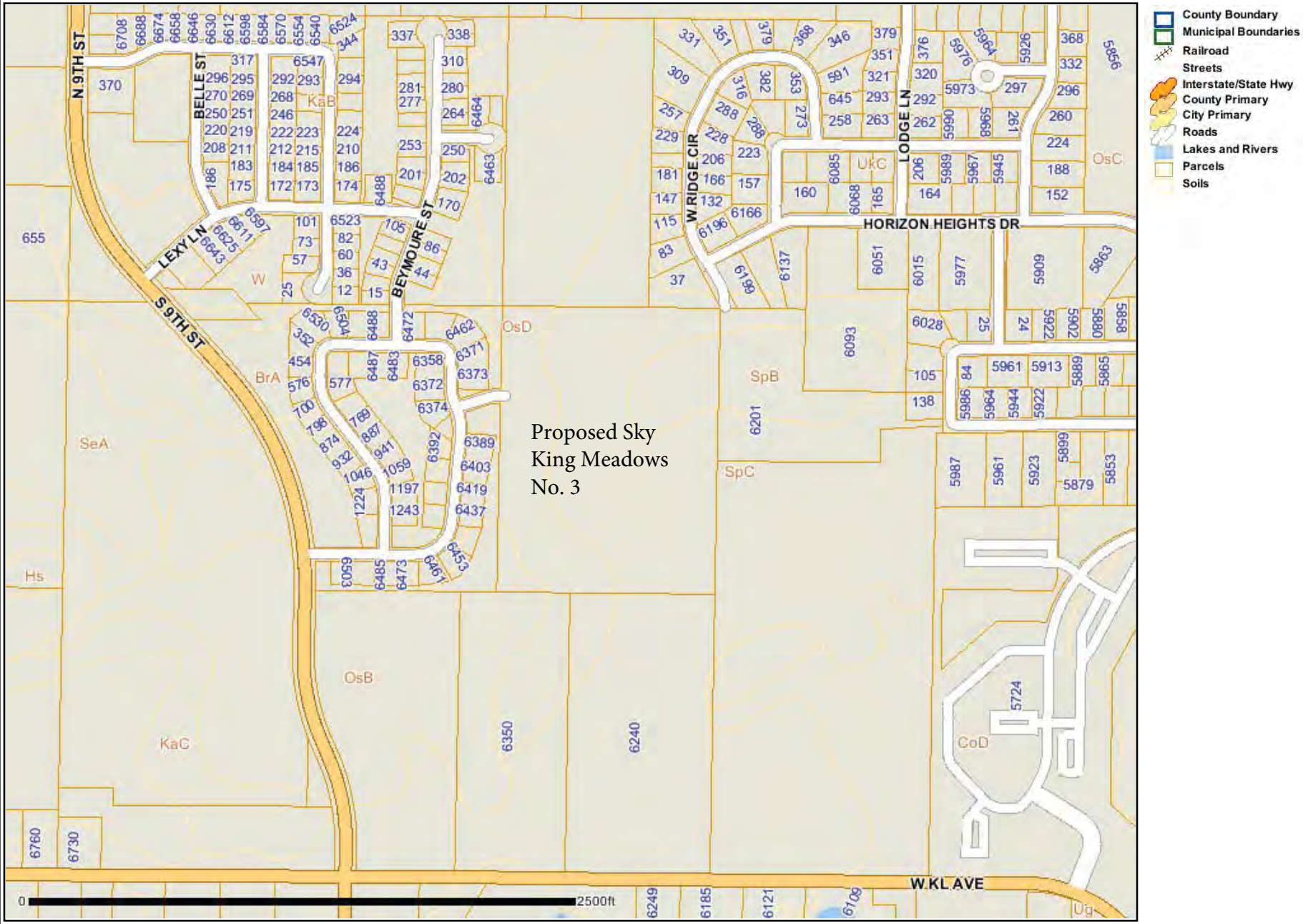
## IN THE NORTHEAST QUARTER OF SECTION 23, TOWNSHIP 2 SOUTH, RANGE 12 WEST, OSHTEMO TOWNSHIP, KALAMAZOO COUNTY, MICHIGAN.

**LEGEND**

- = EXISTING EDGE OF ASPHALT
- = PROPERTY LINE
- = PROPOSED UNIT LINES
- = ADJACENT PARCEL LINES
- = TREE LINE
- P.O.B. = POINT OF BEGINNING
- = AREAS HAVING SLOPES IN EXCESS OF 8%



# Soils Map




This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The user of this map acknowledges that the State/County/Cities/Townships/Villages shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the State/County/Cities/Townships/Villages from any and all claims brought by the User, its employees or agents, or third parties which arise out of the User's access or use of data provided. Map Created: 9/15/2015

December 2, 2015

**Meeting Date:** December 10th, 2015

**To:** Planning Commission

**From**: Ben Clark, Zoning Administrator

**Applicant**: Corner @ Drake B, LLC

**Owner**: Corner @ Drake B, LLC

**Property**: Northeastern-most portion of parcel number 05-25-240-009

**Zoning**: C: Local Business

**Request:** Special Exception Use to establish a credit union with drive-through accommodations

**Section(s)**: Section 30.400—Special exception uses in C: Local Business zoned districts

**Project Name**: Kellogg Community Federal Credit Union

**OVERVIEW**

The applicant is seeking permission to construct a 10,854 square foot, two story financial institution, complete with drive-through service. The proposed facility is to be located in the northeastern-most section of the Corner @ Drake development, in between Costco and Drake Road. As well as having access to the service road to the west of the project site that connects to Century Avenue, the applicant is also proposing a new connection to Drake Road that will eventually be shared with future development to the south of the subject site. While financial institutions are considered permitted uses in C: Local Business districts, the inclusion of drive-through accommodations means that special exception use permission from the Planning Commission is required.

**SUBJECT PROPERTY**

Located in the northeastern corner of the development, the subject property is bound to the east by Drake Road, to the west by Costco and the service road, to the north by a dentist's office and another small commercial/office property, and to the south by Consumers Credit Union's new facility. Around 4.6 acres in size, only the northern extent of the subject parcel will be occupied by the proposed KCFCU, while the remainder of the property to the south is slated for future development. The majority of the project site, including where the building is to be located, is at a similar grade to the rest of the Corner @ Drake.

However, the property's elevation decreases by approximately 18 feet at its northern end requiring a retaining wall structure.

**ZONING CONSIDERATIONS**

- **Setbacks**

  The proposed facility complies with all necessary setbacks, including the enhanced minimum required setback of 120 feet from the Drake Road centerline.

- **Landscaping**

  Provided that the parcel is not split, all landscape area and planting requirements are met. If the property is split so that the Credit Union is a stand-alone parcel, the landscape islands that are being used to meet interior landscape requirements will be required as perimeter greenspace. In this case, approximately 400 square feet of interior landscape area and two canopy trees will need to be added. In order to fully comply with the Zoning Ordinance, however, the site plan must indicate how existing trees along Drake Road are going to be protected during construction.

- **Parking**

  The applicant's architect has stated that the amount of net floor space for the proposed facility is 84 percent of the gross floor area. With 10,854 square feet of gross floor area, which means approximately 9,117 square feet of net floor area, the applicant would be allowed between 60 to 67 parking spaces. A total of 67 parking spaces are proposed for the project. Of the included spaces, the applicant is proposing that the 21 spaces in the western portion of the parking lot be of reduced dimensions—specifically 18' x 9', where the Zoning Ordinance typically requires that spaces be 20' x 10'.

  It is the applicant's intention to establish a commercial planned unit development (PUD) at the Corner @ Drake in the coming months, and it is anticipated this departure from the ordinance will be included as one of their PUD dimensional deviations, which may be granted by the Planning Commission when the PUD proposal is reviewed. In the case of this site plan, Staff asks that the Planning Commission review the proposed parking space dimensions with the future PUD in mind.

  The applicant is also proposing a one-way traffic circulation scheme for KCFCU's parking area, excluding the area to the west with the reduced size spaces and also along the south side of the building. Patrons of the credit union accessing the facility by car will be directed into the one-way flow by pavement markings and some signage.

- **Site Access**

  The motorized connection to Drake Road meets the spacing requirements of the access management standards of the Zoning Ordinance, being located far enough away from both the Century Avenue/Drake Road intersection to the south and the nearest driveway to the north. The access drive is configured to discourage left-turn movements onto north-bound Drake Road, while allowing right-out only movements.

  While the design of the limited movement driveway is largely in accordance with the Township's Access Management Plan, the proposed width of the right-turn only egress lane is only 12 feet, whereas the Township's design standards dictate 15 feet. However, the applicant has expressed willingness to widen the driveway if the alteration is approved by the City of Kalamazoo. If the City of Kalamazoo is not willing to allow for the wider driveway width, the Access Management Plan does grant the Planning Commission the authority to deviate from its requirements and approve the configuration, provided the access drive is generally in compliance with the design standards contained therein.

- **Lighting**

  The photometric plan, lighting fixture types, proposed wattage, and pole heights are all in compliance with the Zoning Ordinance.

**STANDARDS FOR APPROVAL**

Section 60.100 of the Zoning Ordinance provides the review criteria for consideration when deliberating a Special Exception Use request.

**A. Is the proposed use compatible with the other uses expressly permitted within the C: Local Business district?**

Staff considers this use, a financial institution with drive through service, as compatible with the uses permitted in this district. A similar project to the south, within the same commercial development—Consumers Credit Union—was approved by the Planning Commission in April of this year.

**B. Will the proposed use be detrimental or injurious to the use or development of adjacent properties or to the general public?**

Staff has not identified any aspects of this project that are detrimental or injurious to the use or development of adjacent properties or to the general public.

**C. Will the proposed use promote the public health, safety, and welfare of the community?**

It is not anticipated that this project will negatively impact the public health, safety, and general welfare of the community.

**D. Will the proposed use encourage the use of the land in accordance with its character and adaptability?**

Staff feels that the proposed use does encourage the use of the land in accordance with its character and adaptability.

**Conclusion**

Township Staff is generally comfortable with the project as proposed. However, if the Planning Commission is inclined to grant approval, Staff would recommend the following conditions:

1. A revised landscape plan, indicating how existing trees on the site are to be protected during the construction phase. Any other subsequent changes to the landscape plan must meet the standards of the Zoning Ordinance.

2. Approval of the site plan as presented, including the reduced size parking spaces, is contingent upon the approval of a future commercial planned unit development for the Corner @ Drake.

3. Prior to the granting of a building permit, the applicant must submit a revised site plan to the Township that rectifies the outstanding issues identified in the Engineer's and Fire Marshal's memos, which are attached. Additionally, any future site plan revisions unrelated to current concerns must also be approved by the Township Engineer and Fire Marshal.

4. A sign permit is required before any new signs are installed on site, and all signage shall conform to the requirements of the sign chapter of the Zoning Ordinance.

5. If approved by the City of Kalamazoo, the right-turn only egress lane shall be widened from 12' to 15'. If made, this change shall be indicated on a revised site plan.

Respectfully Submitted,

Ben Clark
Zoning Administrator

Attachments:

Application
Project narrative from applicant
Site plan
Aerial map
Fire Marshal memo
Township Engineer memo

# Kellogg Community Federal Credit Union

*Proposed Location*

0 125 250 500 Feet

**1 inch = 100 feet**

charter township
oshtemo

7275 W. Main Street, Kalamazoo, Michigan 49009-9334
Phone: 269-216-5223 Fax: 269-375-7180

**PLEASE PRINT**

PROJECT NAME & ADDRESS KCFCU, NEAR STADIUM/DRAKE

## PLANNING & ZONING APPLICATION

Applicant Name : CORNER @ DRAKE B, LLC

Company

Address 4200 W. CENTRE AVE.
PORTAGE, MI 49024

E-mail CARDEMA@AUBDYL.COM

Telephone 269.323.2022 Fax 269.323.2484

Interest in Property OWNER

**OWNER*:**

Name

Address

Email

Phone & Fax

THIS SPACE FOR TOWNSHIP USE ONLY

Fee Amount

Escrow Amount

**NATURE OF THE REQUEST:** (Please check the appropriate item(s))

- ___Planning Escrow-1042
- ✓Site Plan Review-1088
- ___Administrative Site Plan Review-1086
- ___Special Exception Use-1085
- ___Zoning Variance-1092
- ___Site Condominium-1084
- ___Accessory Building Review-1083
- __Land Division-1090
- __Subdivision Plat Review-1089
- __Rezoning-1091
- __Interpretation-1082
- __Text Amendment-1081
- __Sign Deviation-1080
- __Other:_____

**BRIEFLY DESCRIBE YOUR REQUEST** (Use Attachments if Necessary):

SEE ATTACHED LETTER

**LEGAL DESCRIPTION OF PROPERTY** *(Use Attachments if Necessary)*:

SEE ATTACHED DESCRIPTION

**PARCEL NUMBER:** 3905- TO BE ASSIGNED IN 2016

**ADDRESS OF PROPERTY:** DRAKE ROAD, NORTH OF CENTURY AVE.

**PRESENT USE OF THE PROPERTY:** VACANT LAND

**PRESENT ZONING** COMMERCIAL **SIZE OF PROPERTY** PARCEL = 4.58 ACRES

**NAME(S) & ADDRESS(ES) OF ALL OTHER PERSONS, CORPORATIONS, OR FIRMS HAVING A LEGAL OR EQUITABLE INTEREST IN THE PROPERTY:**

| Name(s) | Address(es) |
|---|---|
| | |
| | |

***SIGNATURES***

*I (we) the undersigned certify that the information contained on this application form and the required documents attached hereto are to the best of my (our) knowledge true and accurate. I (we) acknowledge that we have received the Township's Disclaimer Regarding Sewer and Water Infrastructure. By submitting this Planning & Zoning Application, I (we) grant permission for Oshtemo Township officials and agents to enter the subject property of the application as part of completing the reviews necessary to process the application.*

**Owner's Signature***(* If different from Applicant)* **Date** 11/5/15

**Applicant's Signature** **Date**

Copies to:
Planning –1
Applicant -1
Clerk –1
Deputy Clerk –1
Attorney-1
Assessor –1
Planning Secretary - Original

****

**PLEASE ATTACH ALL REQUIRED DOCUMENTS**

# CORNER @ DRAKE B, LLC

5 November 2015

Julie Johnston, Planning Director
Oshtemo Charter Township
7275 W. Main Street
Kalamazoo, Michigan 49009

RE: Site Plan Application for Kellogg Community Federal Credit Union

Dear Julie:

With Costco now open and several sites in the midst of construction, the Corner @ Drake development near the interchange of Stadium Drive and US-131 continues to take shape. Currently under construction is a new 50,000 square foot Field & Stream store, as well as a two-story Consumers Credit Union branch. Both of these projects are anticipated for completion in the spring. With these two projects underway, we are excited to start the next phase of development within Corner @ Drake.

The project described in this site plan application is a new two-story branch office for Kellogg Community Federal Credit Union (KCFCU). This new building will incorporate architectural elements unique to Corner @ Drake, including stacked stone to complement the landmark wall at the Stadium Drive and Drake Road intersection.

The credit union facility will serve as an anchor on the north end of the development, both from an architectural and overall activity standpoint. The two-story building will also incorporate a drive through and a signature main entry. A stone wall is planned along the north end of the credit union site near Drake Road, which will visually link with the gateway wall at Stadium Drive and Drake Road.

Landscaping for the KCFCU project has been professionally designed and will include a mix of plantings to blend with the green areas already established within Corner @ Drake.

Overall, this next phase of development will be consistent with the first-class standards that we've already established for Corner @ Drake. Our target has always been to establish a development that attracts both high-quality businesses and high-quality architecture. We

believe that this next phase of the project is a continuation of that target, and we're excited to work with Oshtemo Township to bring it to fruition.

Please feel free to contact me with any questions.

Thank You.

Sincerely,

Joe Gesmundo
269.323.2022

# Site Plan Review

# KELLOGG COMMUNITY FEDERAL CREDIT UNION

## OWNER

AVB
4200 W. CENTRE AVENUE
PORTAGE, MI 49024
269.323.2022

BUILD SOMETHING BETTER.

## CONSTRUCTION MANAGER

AVB
4200 W. CENTRE AVENUE
PORTAGE, MI 49024
269.323.2022

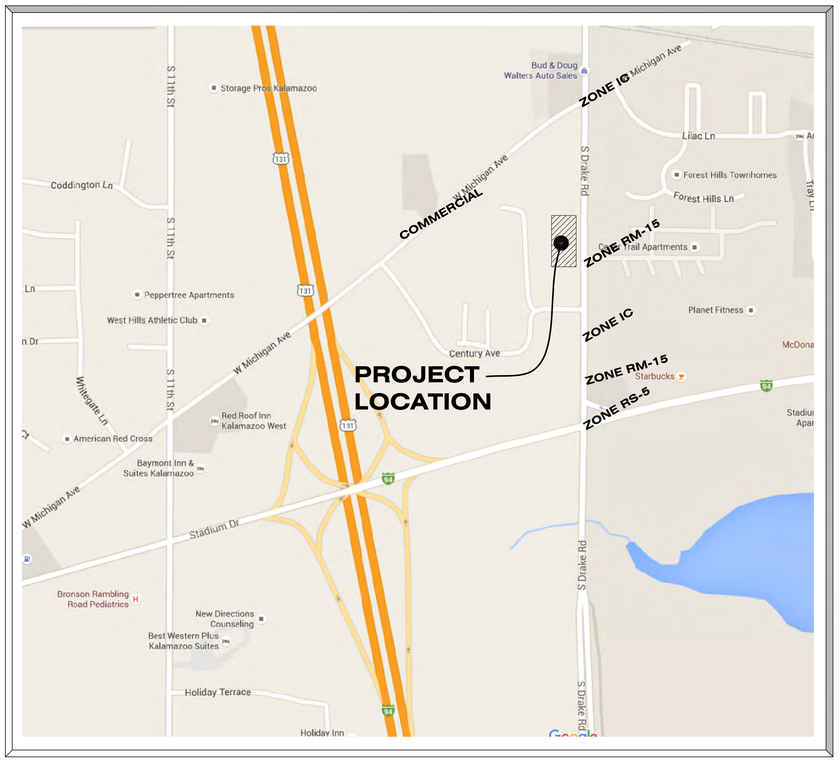
BUILD SOMETHING BETTER.

## PLANS PREPARED BY:

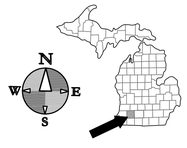
hurley & stewart, llc
2800 s 11th street
kalamazoo, michigan 49009
269.552.4960 fax 552.4961
www.hurleystewart.com

UNDER THE SUPERVISION OF
TODD D. HURLEY, P.E.
MI. LICENSE #43221

**Kalamazoo**
**Kalamazoo, MI**
**11/23/15**




**SITE LOCATION MAP**
SCALE: 1" = 1000'




## DRAWING INDEX


| SHT # | DESCRIPTION |
|---|---|
| C-1 | EXISTING COND. - DEMO PLAN |
| C-2 | SITE LAYOUT PLAN |
| C-3 | SITE UTILITIES PLAN |
| C-4 | SITE GRADING - SESC PLAN |
| C-5 | DETAILS |
| C-6 | DETAILS |
| C-7 | OVERALL STORM WATER PLAN |
| L-1 | SITE LANDSCAPE PLAN |
| L-2 | LIGHTING PLAN |
| | KCFCU BUILDING ELEVATION |


## LEGEND

| | |
|---|---|
| PROPOSED CONTOUR HIGHLIGHTED | EXISTING CONTOUR HIGHLIGHTED |
| PROPOSED CONTOUR NORMAL | EXISTING CONTOUR NORMAL |
| PROPOSED SANITARY SEWER | EXISTING SANITARY SEWER |
| PROPOSED STORM SEWER | EXISTING STORM SEWER |
| PROPOSED CATV | EXISTING CATV |
| PROP ELEC (OVERHEAD) | EXIST ELEC (OVERHEAD) |
| PROP ELEC (UNDERGROUND) | EXIST ELEC (UNDERGROUND) |
| PROPOSED FIBEROPTIC CABLE | EXISTING FIBEROPTIC CABLE |
| PROPOSED GAS | EXISTING GAS |
| PROPOSED TELEPHONE | EXISTING TELEPHONE |
| PROPOSED WATER MAIN | EXISTING WATER MAIN |
| PROPOSED TREELINE | EXISTING TREELINE |
| PROPOSED FENCE | EXISTING FENCE |
| CURB CATCH BASIN | GAS METER |
| SQUARE CATCH BASIN | TELEPHONE MANHOLE |
| ROUND CATCH BASIN | TELEPHONE PEDESTAL |
| MANHOLE STORM | TELEPHONE POLE |
| MANHOLE SANITARY | PROPOSED SPOT GRADE |
| SANITARY CLEANOUT | EXISTING SPOT GRADE |
| FIRE HYDRANT | BENCH MARK |
| WATER VALVE | POST/BOLLARD |
| WATER VALVE IN VAULT | SIGN |
| WATER METER | MAILBOX |
| WATER REDUCER | SOIL BORING |
| LIGHT POLE | MONITOR WELL |
| POWER POLE | |
| GUY WIRE | |
| ELECTRIC MANHOLE | |
| ELECTRIC METER | |

NOTE: ALL SYMBOLS IN THIS LEGEND ARE SHOWN AS EXISTING. PROPOSED SYMBOLS WILL USE THE CORRESPONDING SYMBOL WITH A THICKER LINE.

## UTILITY CONTACTS:

| | |
|---|---|
| CONSUMERS ENERGY CO.<br>JESSE BURNS<br>2500 E. CORK STREET<br>KALAMAZOO, MI 49001<br>269.337.2311 | ELECTRIC |
| CONSUMERS ENERGY CO.<br>STEVEN WEEKLY<br>2500 E. CORK STREET<br>KALAMAZOO, MI 49001<br>810.760-3263 | GAS |
| CITY OF KALAMAZOO<br>STEVE SKALSKI/RYAN STOUGHTON<br>415 STOCKBRIDGE AVENUE<br>KALAMAZOO, MI 49001<br>269.337.8736 | WATER/SANITARY |
| CHARTER<br>JEFF LAKE<br>2919 MILLCORK ST.<br>KALAMAZOO, MI 49001<br>269.625.7403 | TELEPHONE/CABLE |
| COMCAST<br>1(800)391-3000 | CABLE TV |
| OSHTEMO TOWNSHIP<br>BEN CLARK<br>7275 W. MAIN ST<br>KALAMAZOO, MI 49009<br>269.216.5231 | TOWNSHIP |

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

ALL UTILITIES AS SHOWN ARE APPROXIMATE LOCATIONS DERIVED FROM ACTUAL MEASUREMENTS AND AVAILABLE RECORDS. THEY SHOULD NOT BE INTERPRETED TO BE EXACT LOCATION NOR SHOULD IT BE ASSUMED THAT THEY ARE THE ONLY UTILITIES IN THE AREA.

FIELD WORK PERFORMED BY:
LANDTECH PROFESSIONAL SURVEYING

ISSUED FOR:
SITE PLAN REVIEW
11/23/15


DRAWING LOCATION: H:\15-0575 (KCFCU Drive Up)_FINAL DRAWINGS\C-0 Title Sheet.dwg LAST SAVED BY: AHEGAN ON 11/5/2015
KCFCU & CORNER SHOPPES, ISSUED FOR SITE PLAN REVIEW.

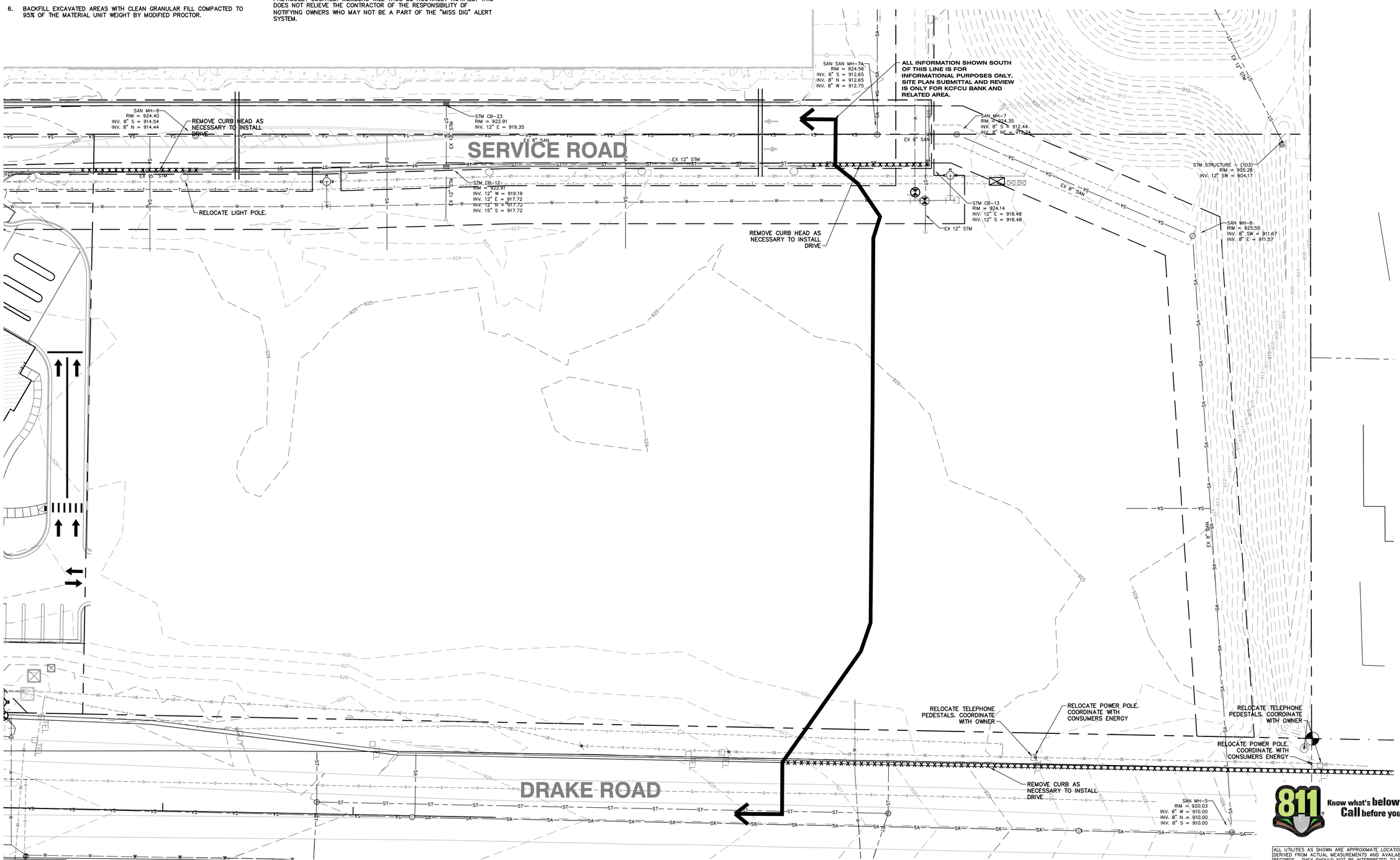
## REMOVAL NOTES

1. REVIEW ALL THE REMOVALS AND PROTECTION WITH OWNER PRIOR TO COMMENCING CONSTRUCTION. INSTALL TEMPORARY SNOW FENCE AROUND ALL TREES REQUIRING PROTECTION. SNOW FENCE SHALL BE PLACED AT EDGE OF DRIP LINE.
2. ALL DEMOLITION WORK SHALL CONFORM TO ALL LOCAL CODES AND ORDINANCES. ALL DEMOLITION OPERATIONS SHALL COMPLY WITH OSHA REGULATIONS INSOFAR AS THEY APPLY TO THE REQUIRED WORK. SOIL EROSION AND SEDIMENTATION CONTROL ITEMS SHALL BE IN PLACE PRIOR TO DEMOLITION.
3. THE CONTRACTOR SHALL REMOVE AND CLEAR ALL TREES, BRUSH, FENCES, BUILDINGS, CURB, AND ASPHALT AS SHOWN ON THE PLANS OR AS DIRECTED BY THE ENGINEER.
4. ALL DEMOLITION MATERIAL SHALL BE PROPERLY REMOVED FROM THE SITE AND DISPOSED OF IN A LEGALLY DESIGNATED DISPOSAL AREA. PERMITS AND FEES FOR DISPOSAL OF DEMOLITION MATERIAL SHALL BE OBTAINED AND PAID FOR BY THE CONTRACTOR.
5. THE CONTRACTOR SHALL DEMOLISH AND REMOVE ANY ITEMS REMAINING FROM THE EXISTING BUILDINGS, IN THEIR ENTIRETY, INCLUDING WALLS, FOUNDATIONS AND FOOTINGS. ALL BUILDING DRAINS AND UTILITY LEADS SHALL BE LOCATED AND PROPERLY PLUGGED. UTILITY LEAD WORK SHALL BE COORDINATED WITH THE APPROPRIATE UTILITY COMPANY.
6. BACKFILL EXCAVATED AREAS WITH CLEAN GRANULAR FILL COMPACTED TO 95% OF THE MATERIAL UNIT WEIGHT BY MODIFIED PROCTOR.
7. COMPLY WITH ALL ASPECTS OF THE SOIL EROSION CONTROL PERMIT AS ISSUED BY KALAMAZOO COUNTY. ALL TEMPORARY CONTROL MEASURES SHALL BE IN PLACE PRIOR TO COMMENCING CONSTRUCTION.
8. ALL REMOVALS SHALL BE TO THE LIMITS INDICATED ABOVE UNLESS OTHERWISE DIRECTED BY THE ENGINEER/OWNER. UNAUTHORIZED REMOVALS AND SUBSEQUENT REPLACEMENT SHALL BE AT THE CONTRACTOR'S COST.
9. IF ANY ERRORS, DISCREPANCIES, OR OMISSIONS BECOME APPARENT PRIOR TO OR DURING CONSTRUCTION, THEY SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER SO THAT CLARIFICATION OR REDESIGN MAY OCCUR.
10. ALL WORK REQUIRING PERSONS OR VEHICLES WITHIN MDOT AND CITY OF KALAMAZOO R/W AND TRAFFIC CONTROL DEVICES AND PROCEDURES SHALL BE IN ACCORDANCE WITH THE MICHIGAN MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES AND ITEM 812 (MAINTAINING TRAFFIC) OF THE CONSTRUCTION MATERIALS AND SPECIFICATIONS, CURRENT EDITIONS.
11. FOR PROTECTION OF UNDERGROUND UTILITIES, THE CONTRACTOR SHALL CALL 1-800-482-7171 A MINIMUM OF THREE FULL WORKING DAYS EXCLUDING SATURDAYS, SUNDAYS AND HOLIDAYS PRIOR TO BEGINNING EACH EXCAVATION IN AREAS WHERE PUBLIC UTILITIES HAVE NOT BEEN PREVIOUSLY LOCATED. MEMBERS WILL THUS BE ROUTINELY NOTIFIED. THIS DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF NOTIFYING OWNERS WHO MAY NOT BE A PART OF THE "MISS DIG" ALERT SYSTEM.

## REMOVALS LEGEND

- CURB REMOVAL
- SAWCUT
- PAVEMENT/SIDEWALK REMOVAL
- BUILDING DEMOLITION
- UTILITY LINE REMOVAL
- TREE REMOVAL
- (R) REMOVE
- (S) SALVAGE
- LIMITS OF CONSTRUCTION

0 10 20 40
1 inch = 20 ft.

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269.323.2022

avb
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269.552.4960 fax 269.552.4961
www.hurleystewart.com
hurley & stewart

Job No.: 15-057D P.M.: --- Dft.: --- QA/QC: 11/23/15

| ISSUED FOR/REVISIONS: | |
|---|---|
| 1 SITE PLAN REVIEW | 11/5/15 |
| 2 SITE PLAN REVIEW RESUBMITTAL | 11/23/15 |

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Sheet Title: EXISTING COND. - DEMO PLAN
Project: KCFCU & CORNER SHOPPES
Client: AVB

11/23/15
Sheet
C-1

DRAWING LOCATION: H:\15-057D KCFCU Drake Rd_FINAL DRAWINGS\C-1 Existing Cond. - Demo Plan.dwg LAST SAVED BY: APREAM ON 11/23/2015

## ZONING REQUIREMENTS

**ZONING**
THE SITE IS ZONED C – COMMERCIAL

**PROPOSED USE**
MIXED USE & BANK

**PARKING**
TOTAL PARKING SPACES REQUIRED PER ORDINANCE 68.400:
KCFCU BANK:
1 SPACE / 150 SFT = 10,854 SFT X 84% / 150 SFT = 86 SPACES

MIXED USE #1:

6,500 SFT RETAIL:
1 SPACE / 150 SFT = 6,500 SFT X 70% / 150 SFT = 31 SPACES
3,500 SFT RESTAURANT:
1 SPACE / 70 SFT = 3,500 SFT X 70% / 70 SFT = 35 SPACES

MIXED USE #1:

6,500 SFT RETAIL:
1 SPACE / 150 SFT = 6,500 SFT X 70% / 150 SFT = 31 SPACES
3,500 SFT RESTAURANT:
1 SPACE / 70 SFT = 3,500 SFT X 70% / 70 SFT = 35 SPACES

TOTAL PARKING ALLOWED PER ORDINANCE 68.400 = 218 SPACES
TOTAL PARKING ALLOWED PER ORDINANCE 68.300K = 218 SPACES X 110% = 239 SPACES

TOTAL PARKING PROVIDED = 219 SPACES

BARRIER FREE SPACES REQUIRED = 7 SPACES
BARRIER FREE SPACES = 7 SPACES PROVIDED
ALL BARRIER FREE SPACES DESIGNED PER ADA REQUIREMENTS

TYPICAL PARKING SPACE DIMENSION = 10'X20' & 9'X18'

**INTERIOR LANDSCAPING**
LANDSCAPING AREA REQUIRED = 6,570 SFT
LANDSCAPING ISLAND AREA PROVIDED = 7,571 SFT

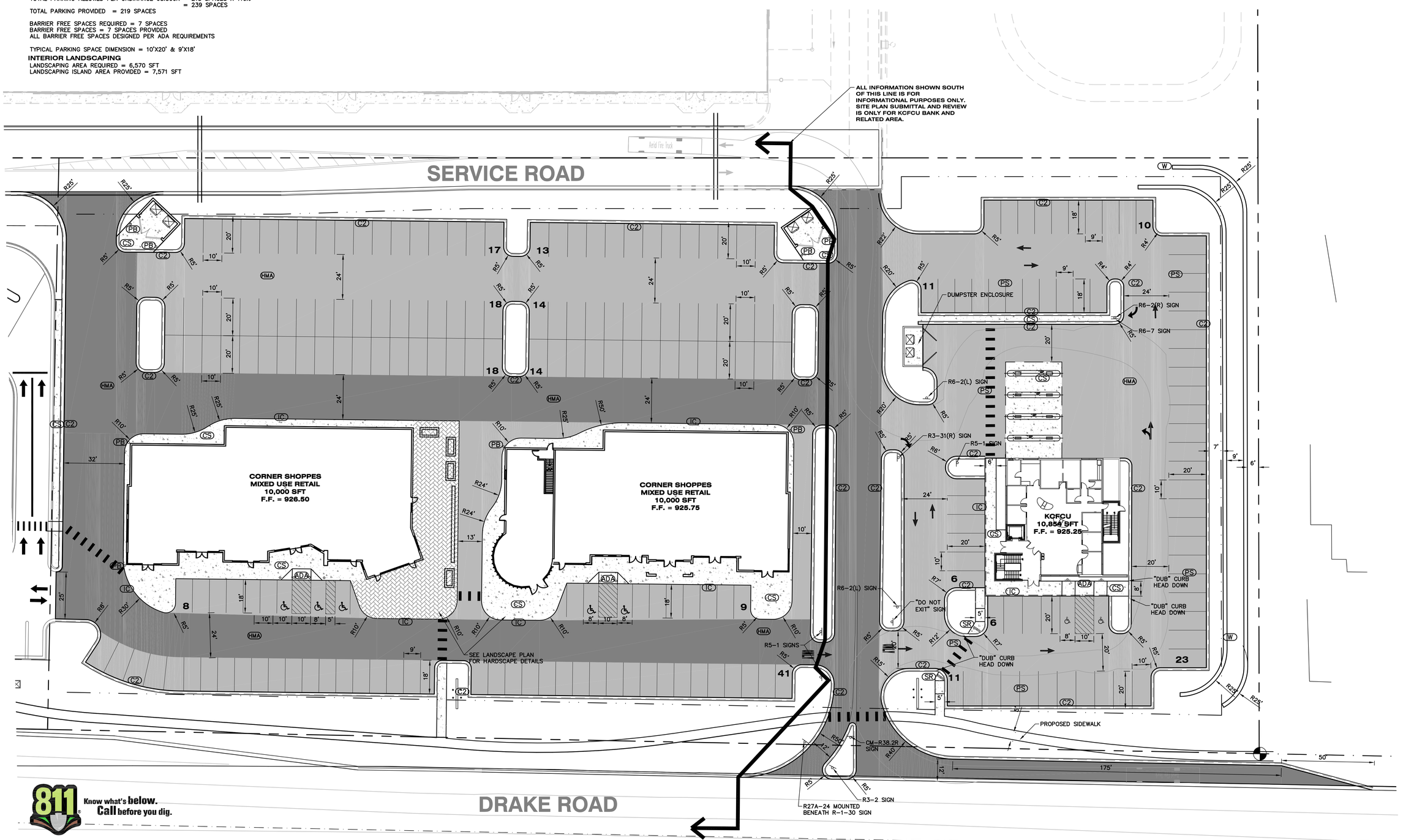
## LEGEND

- LIGHT DUTY HMA PAVEMENT
- HEAVY DUTY HMA PAVEMENT
- CONCRETE
- HARDSCAPE
- HMA — HMA PAVEMENT
- C2 — C2 CURB AND GUTTER
- CS — CONCRETE SURFACE
- IC — INTEGRAL CURB WALK
- PS — PARKING STRIPING
- W — WALL
- ADA — ADA RAMP SEE DETAIL
- PB — PIPE BOLLARD SEE DETAIL
- SR — SIDEWALK RAMP SEE DETAIL

## NOTES

1. ALL DIMENSIONS SHOWN ARE TO THE EDGE OF METAL.
2. PROVIDE CURB CUTS/RAMPS AT ALL BARRIER FREE ACCESS POINTS.
3. PAVEMENT MARKINGS AND SIGNAGE SHALL CONFORM TO THE CURRENT MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES AND MICHIGAN BARRIER FREE CODE AND FIELD AND STREAM CRITERIA ATTACHED.
4. MATCH EXISTING CURB & GUTTER SECTIONS WHEN CONNECTING TO THEM.
5. EXCEPT WHERE OTHERWISE INDICATED ON THESE PLANS, ALL MATERIALS AND WORKMANSHIP SHALL BE IN ACCORDANCE WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION, 2003 EDITION AND FIELD AND STREAM CRITERIA.
6. IF ANY ERRORS, DISCREPANCIES, OR OMISSIONS BECOME APPARENT, THESE SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO CONSTRUCTION OF ANYTHING AFFECTED SO THAT CLARIFICATION OR REDESIGN MAY OCCUR.
7. ALL WORK SHALL CONFORM TO ALL LOCAL, STATE AND FEDERAL LAWS, RULES AND REGULATIONS IN FORCE AT THE TIME OF CONSTRUCTION.
8. ALL EXTERIOR CONCRETE SHALL BE 4000PSI, AIR ENTRAINED, LIMESTONE AGGREGATE, BROOM FINISHED, CURING SEAL.
9. ANY BITUMINOUS OR CONCRETE PAVEMENT, SANITARY SEWER, SANITARY SEWER SERVICE LEADS, OR STORM SEWER, WHICH IS DAMAGED BY THE CONTRACTOR DURING HIS OPERATIONS, SHALL BE REPAIRED TO THE OWNER'S SATISFACTION AND AT THE CONTRACTOR'S EXPENSE.

0 10 20 40
1 inch = 20 ft.

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www.hurleystewart.com


Job No. 15-057D P.M. --- DR: --- QA/QC 11/23/15

ISSUED FOR/REVISIONS:
1 SITE PLAN REVIEW 11/5/15
2 SITE PLAN REVIEW RESUBMITTAL 11/23/15

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Sheet Title: SITE LAYOUT PLAN
Project: KCFCU & CORNER SHOPPES
Client: AVB

11/23/15
Sheet
C-2

## UTILITY NOTES

1. PLACE SANITARY CLEANOUT EVERY 100' AND/OR AT BENDS ON ALL 6" SANITARY SEWER LEADS.
2. ALL STRUCTURE CASTINGS TO BE EAST JORDAN IRON WORKS OR APPROVED EQUAL. SEE STRUCTURE TABLE FOR SPECIFIC CASTING AT EACH STRUCTURE.
3. COORDINATE ALL UTILITY LOCATIONS AND ELEVATIONS WITH MECHANICAL DRAWINGS AND BUILDING CONTRACTOR PRIOR TO INSTALLATION.
4. REMOVE SEDIMENT FROM ALL STRUCTURES ONCE PAVING IS COMPLETE AND REMOVE SILT SACKS.
5. SITE CONTRACTOR RESPONSIBLE FOR INSTALLATION OF ALL UTILITIES TO 5' FROM BUILDING WALL.
6. THE CONTRACTOR SHALL INSTALL PEDESTRIAN FENCE AROUND ALL EXCAVATIONS TO BE LEFT OPEN OVERNIGHT AS REQUIRED.
7. CONSTRUCT, CERTIFY, AND TEST ALL WATER AND SANITARY SEWER TO OSHTEMO TOWNSHIP AND CITY OF KALAMAZOO STANDARDS
8. VERIFY ALL UTILITY CONNECTION POINTS PRIOR TO COMMENCING CONSTRUCTION.
9. VERIFY NUMBER OF FITTINGS PRIOR TO ORDERING. TOTALS DO NOT INCLUDE VERTICAL DEFLECTIONS THAT MAY BE NEEDED.
10. PROVIDE 18" WATER MAIN SEPARATION WHEN CROSSING OTHER UTILITIES. DEFLECT UNDER OTHER UTILITIES W/O USING FITTINGS WHENEVER POSSIBLE.

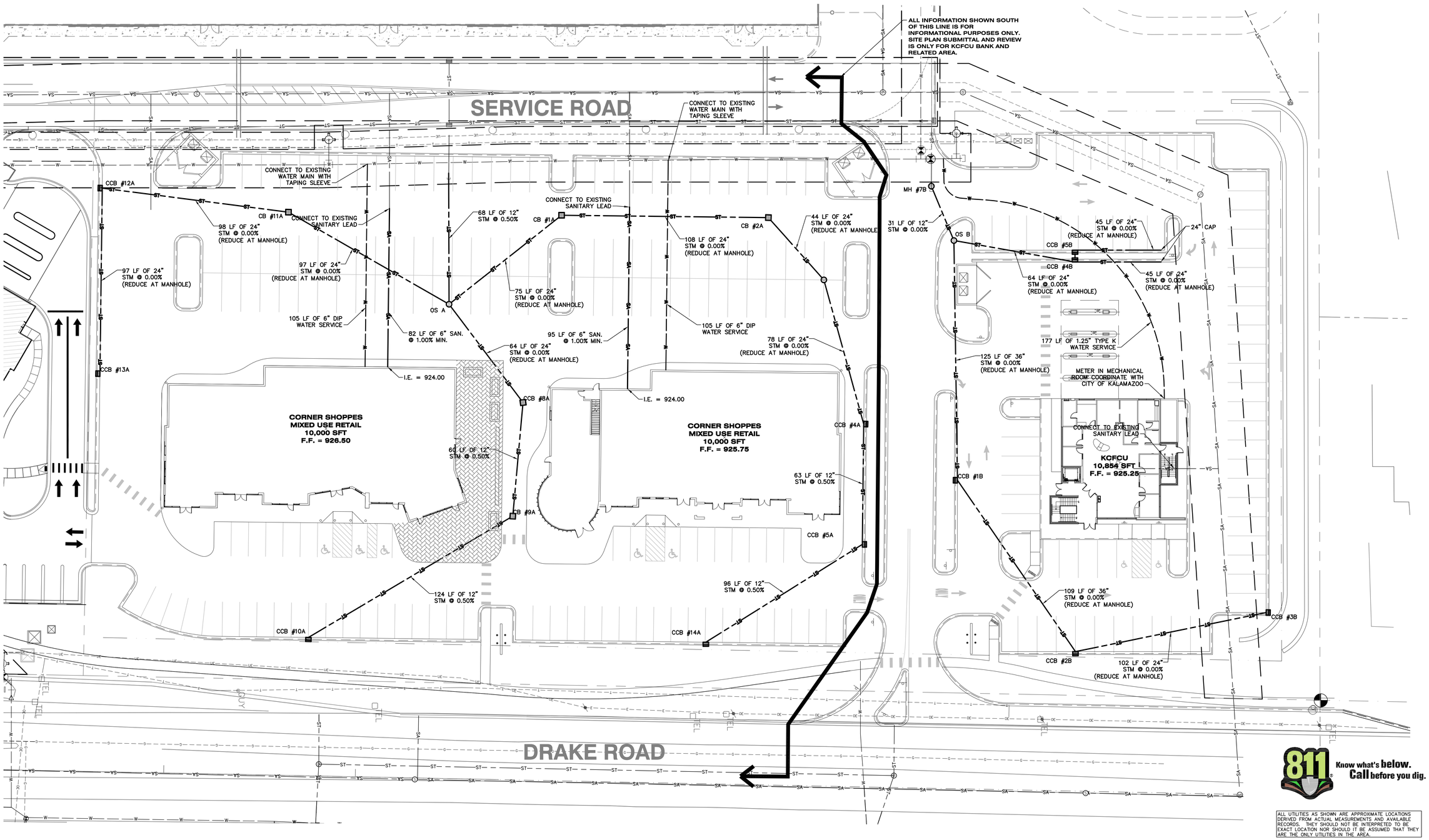
### STORM SEWER STRUCTURE SCHEDULE

| STR. # | RIM EL. | DIAM. | CASTING | PIPES IN: | PIPES OUT |
|---|---|---|---|---|---|
| CB #1A | 923.55 | 4' | 5105 M1 | 12" N: 918.21 | 12" SE: 918.21 |
| CB #2A | 923.70 | 4' | 5105 M1 | 12" NE: 918.21 | 12" S: 918.21 |
| CB #9A | 925.44 | 4' | 5105 M1 | 12" SE: 921.73 | 12" W: 921.73 |
| CB #11A | 923.71 | 4' | 5105 M1 | 12" S: 918.21 | 12" NE: 918.21 |
| CCB #1B | 923.79 | 4' | 7045 M1 T1 | 12" NE: 918.66 | 12" W: 918.66 |
| CCB #2B | 923.55 | 4' | 7045 M1 T1 | 12" N: 918.66 | 12" SW: 918.66 |
| CCB #3B | 923.26 | 2' | 7045 M1 T1 | | 12" S: 918.66 |
| CCB #4A | 925.41 | 4' | 7045 M1 T1 | 12" E: 921.25 | 12" W: 918.21 |
| CCB #4B | 922.66 | 4' | 7045 M1 T1 | 12" W: 918.66<br>12" N: 918.66 | 12" S: 918.66 |
| CCB #5A | 925.61 | 4' | 7045 M1 T1 | 12" SE: 921.81 | 12" W: 921.57 |
| CCB #5B | 922.58 | 4' | 7045 M1 T1 | 12" N: 918.66 | 12" E: 918.66 |

### STORM SEWER STRUCTURE SCHEDULE

| STR. # | RIM EL. | DIAM. | CASTING | PIPES IN: | PIPES OUT |
|---|---|---|---|---|---|
| CCB #8A | 925.46 | 4' | 5105 M1 | 12" E: 921.43 | 12" SW: 918.21 |
| CCB #10A | 923.90 | 4' | 7045 M1 T1 | | 12" NW: 922.35 |
| CCB #12A | 924.87 | 4' | 7045 M1 T1 | 12" E: 918.21 | 12" N: 918.21 |
| CCB #13A | 925.80 | 4' | 7045 M1 T1 | | 12" W: 918.21 |
| CCB #14A | 924.29 | 4' | 7045 M1 T1 | | 12" NW: 922.29 |
| MH #3A | 924.39 | 4' | 1040 A | 12" E: 918.21 | 12" SW: 918.21 |
| MH #7B | 924.28 | 4' | 1040 A | 12" NE: 918.66 | 12" W: 918.66 |
| OS A * | 925.08 | 4' | 1040 A | 12" SW: 918.21<br>12" NW: 918.21<br>12" NE: 918.21 | 12" W: 918.21 |
| OS B * | 925.50 | 4' | 1040 A | 12" E: 918.66<br>12" N: 918.66 | 12" SW: 918.66 |

* OUTLET CONTROL STRUCTURE (SEE DETAIL)

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Job No.: 15-057D P.M.: --- DR.: --- QA/QC 11/23/15

| | ISSUED FOR/REVISIONS: | |
|---|---|---|
| 1 | SITE PLAN REVIEW | 11/5/15 |
| 2 | SITE PLAN REVIEW RESUBMITTAL | 11/23/15 |

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Sheet Title: SITE UTILITIES PLAN
Project: KCFCU & CORNER SHOPPES
Client: AVB

11/23/15

Sheet
C-3

DRAWING LOCATION: N:\15-057D (KCFCU) Drake Rd_FINAL DRAWINGS\C-3 Site Utilities Plan.dwg LAST SAVED BY: APHELAN ON 11/23/2015

## SOIL EROSION AND SEDIMENTATION CONTROL MEASURES

| KEY | DETAIL | CHARACTERISTICS |
|---|---|---|
| 6 | Seeding with Mulch and/or Matting | Facilitates establishment of vegetative cover<br>Effective for drainageways with low velocity<br>Easily placed in small quantities by experienced personnel<br>Should include prepared topsoil bed |
| 15 | Paving | Protects areas which cannot otherwise be protected, but increases runoff volume and velocity<br>Irregular surface will help slow velocity |
| 16 | Curb and Gutter | Keeps high velocity runoff on paved area from leaving paved surface<br>Collects and conducts runoff to enclosed drainage system or prepared drainage way |
| 35 | Storm Sewer (C.B. C.B.) | System removes collected runoff from site, particularly from paved areas<br>Can accept large concentrations of runoff<br>Conducts runoff to municipal sewer system or stabilized out fall location<br>Use catch basins to collect sediment |
| 36 | Catch Basin, Drain Inlet | Collects high velocity concentrated runoff<br>May use filter cloth over inlet |
| 54 | Geotextile Silt Fence | Use geotextile and posts or poles<br>May be constructed or prepackaged<br>Easy to construct and locate as necessary |

XX (T) TEMPORARY MEASURE  YY (P) PERMANENT MEASURE

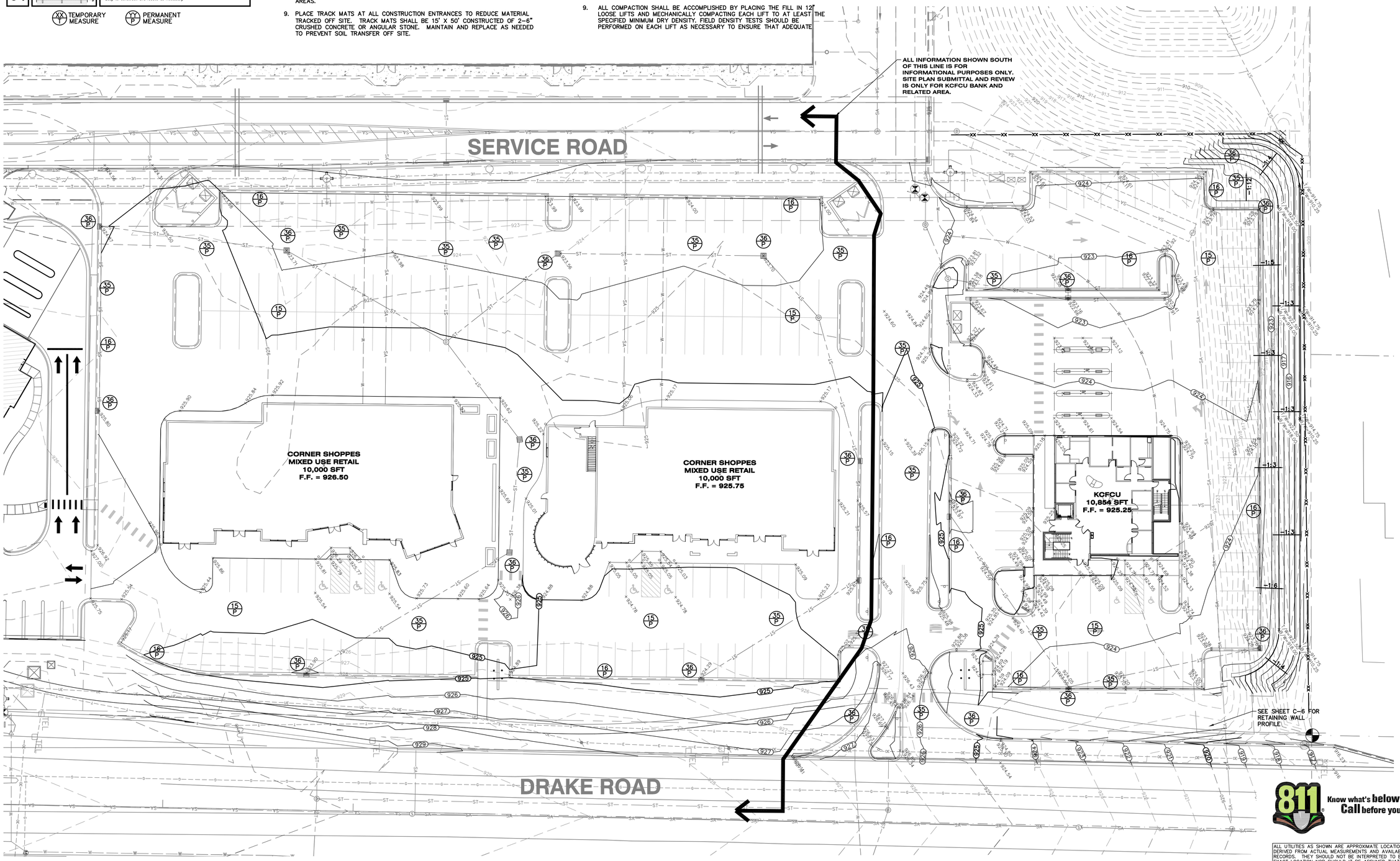
## SESC NOTES

1. ALL WORK WILL COMPLY WITH THE PROVISIONS OF THE SOIL EROSION AND SEDIMENTATION CONTROL ACT (PA 347 OF 1972 AS AMENDED) ADMINISTERED BY KALAMAZOO COUNTY
2. AVOID UNNECESSARY DISTURBING OR REMOVING EXISTING VEGETATED TOPSOIL OR EARTH COVER. THESE AREAS ACT AS SEDIMENT FILTERS.
3. ALL TEMPORARY SOIL EROSION PROTECTION SHALL REMAIN IN PLACE UNTIL REMOVAL IS REQUIRED FOR FINAL CLEANUP AND APPROVAL. PERMANENT SOIL EROSION CONTROLS ARE REQUIRED WITHIN 5 DAYS OF ESTABLISHING FINAL GRADE.
4. NO SITE WORK SHALL BEGIN UNTIL THE SILT FENCE IS INSTALLED.
5. ALL SOIL PILES SHALL BE SURROUNDED BY SILT FENCE IF ALLOWED TO REMAIN IN PLACE FOR MORE THAN 7 DAYS. TOPSOIL PILES SHALL BE SEEDED IF ALLOWED TO REMAIN IN PLACE FOR MORE THAN 20 DAYS. SPOIL PILES SHALL NOT BE PLACED WITHIN 50' FROM ANY TEMPORARY OR PERMANENT WATERCOURSE.
6. THE CONTRACTOR SHALL COMPLY WITH THE WEEKLY RECOMMENDATIONS OF THE CERTIFIED STORM WATER OPERATOR.
7. ALL INLETS IN PAVED AREAS SHALL HAVE SILT SAVER SEDIMENTATION REDUCERS DURING CONSTRUCTION.
8. SEE LANDSCAPE PLANS FOR FINAL GRADING AND TREATMENT ON LANDSCAPED AREAS.
9. PLACE TRACK MATS AT ALL CONSTRUCTION ENTRANCES TO REDUCE MATERIAL TRACKED OFF SITE. TRACK MATS SHALL BE 15' X 50' CONSTRUCTED OF 2-6" CRUSHED CONCRETE OR ANGULAR STONE. MAINTAIN AND REPLACE AS NEEDED TO PREVENT SOIL TRANSFER OFF SITE.

## GRADING NOTES

1. MATCH EXISTING GRADES AROUND PERIMETER WITH SLOPES AS SHOWN. MATCH AT 1 ON 3 IF NOT LABELED.
2. THE CONTRACTOR SHALL INSTALL PEDESTRIAN FENCE AROUND ALL EXCAVATIONS TO BE LEFT OPEN OVERNIGHT AS REQUIRED.
3. ALL SPOT ELEVATIONS ARE TOP OF PAVEMENT GRADES AT EDGE OF METAL (EOM) TOP OF CURB AND TOP OF FINISHED SURFACE UNLESS OTHERWISE NOTED.
4. ALL EXCAVATION SHALL BE IN ACCORDANCE WITH THE TECHNICAL SPECIFICATIONS AND GEOTECHNICAL REPORT.
5. ALL EXISTING ELEVATIONS ARE TO BE VERIFIED AND ACCEPTED AS SHOWN PRIOR TO COMMENCEMENT OF WORK.
6. REMOVE AND REPLACE WITH CONTROLLED FILL ANY AREAS THAT HAVE BEEN SOFTENED BY RAINS, FREEZING, CONSTRUCTION EQUIPMENT, ETC.
7. ALL REQUIRED FILL FOR THIS PROJECT SHALL BE SELECTED EXCAVATED MATERIAL FROM THE SITE APPROVED BY THE ENGINEER OR CLASS II GRANULAR MATERIAL FROM BORROW AND SHALL BE THE CONTRACTOR'S RESPONSIBILITY.
8. ALL GRANULAR FILL UNDER THE INFLUENCE OF THE ROADWAY AND PROCESSED ROAD GRAVEL SHALL BE COMPACTED TO 95% MODIFIED PROCTOR DENSITY.
9. ALL COMPACTION SHALL BE ACCOMPLISHED BY PLACING THE FILL IN 12" LOOSE LIFTS AND MECHANICALLY COMPACTING EACH LIFT TO AT LEAST THE SPECIFIED MINIMUM DRY DENSITY. FIELD DENSITY TESTS SHOULD BE PERFORMED ON EACH LIFT AS NECESSARY TO ENSURE THAT ADEQUATE MOISTURE CONDITIONS AND COMPACTION ARE BEING ACHIEVED.
10. SITE CONTRACTOR SHALL REMOVE AND STOCKPILE ALL TOPSOIL AND BLACK ORGANIC SOILS ON-SITE TO BE USED IN THE RE-GRADING OF LANDSCAPE AREAS. THIS MATERIAL IS NOT TO BE USED FOR FILL OR PAVEMENT SUB-BASE. SEE BORROW PIT LOCATION.
11. CONTRACTOR RESPONSIBLE FOR VERIFYING EARTHWORK CALCULATIONS PRIOR TO COMMENCING WORK. NO EXTRA EARTHWORK WILL BE PAID FOR ONCE EARTHWORK HAS BEGUN. ANY DISCREPANCIES WITH THE EARTHWORK CALCULATIONS SHALL BE REVIEWED WITH THE OWNER AND ENGINEER PRIOR TO CONSTRUCTION.
12. IF ANY ERRORS, DISCREPANCIES, OR OMISSIONS BECOME APPARENT, THESE SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO CONSTRUCTION OF ANYTHING AFFECTED SO THAT CLARIFICATION OR REDESIGN MAY OCCUR.
13. THE ENTIRE STORM SYSTEM SHALL BE VISUALLY MONITORED MONTHLY AND INSPECTED SEMI-ANUALLY WITH ALL SUMPS VACUUMED AS NEEDED AND BASIN BOTTOM SEDIMENT REMOVED.

0 10 20 40
1 inch = 20 ft.

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| 2 | SITE PLAN REVIEW RESUBMITTAL | 11/23/15 |

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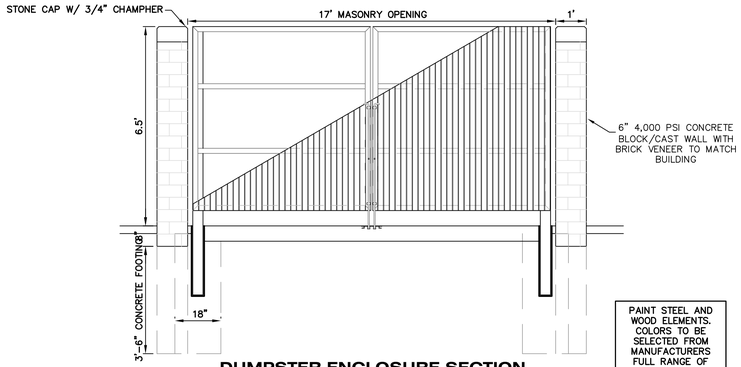
Sheet Title: SITE GRADING - SESC PLAN
Project: KCFCU & CORNER SHOPPES
Client: AVB

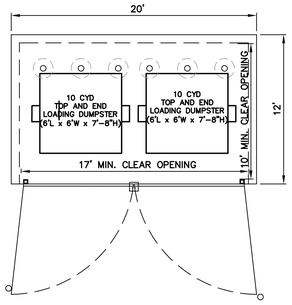
11/23/15
Sheet
C-4

DRAWING LOCATION: H:\15-057D DCFCU Drake Rd\Y_FINAL DRAWINGS\C-4 Site Grading - SESC Plan.dwg LAST SAVED BY: APREAM ON 11/23/2015




## DUMPSTER ENCLOSURE SECTION

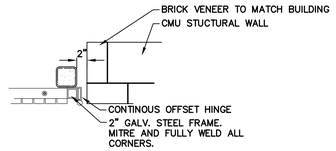
PAINT STEEL AND WOOD ELEMENTS. COLORS TO BE SELECTED FROM MANUFACTURERS FULL RANGE OF COLORS. BY ARCHITECT



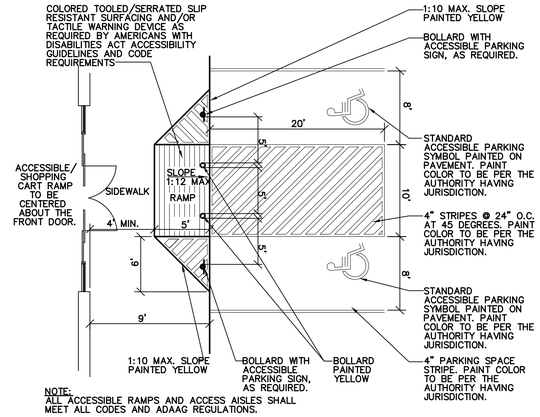

## DUMPSTER ENCLOSURE PLAN

## DUMPSTER ENCLOSURE

NOT TO SCALE




## HINGE ENLARGEMENT




NOTE:
ALL ACCESSIBLE RAMPS AND ACCESS AISLES SHALL MEET ALL CODES AND ADAAG REGULATIONS.

## HANDICAP PARKING DETAIL

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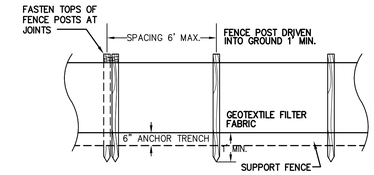


## FRONT VIEW

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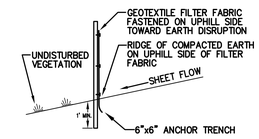


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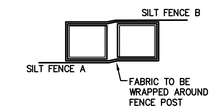
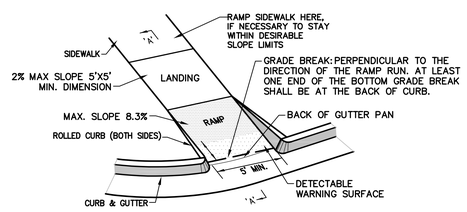



## JOINT DETAIL

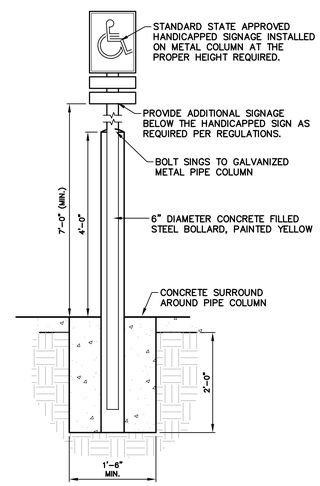
NOT TO SCALE

## SILT FENCE DETAILS




## SIDEWALK RAMP TYPE R

(ROLLED SIDES)




## HANDICAP PARKING SIGN DETAIL

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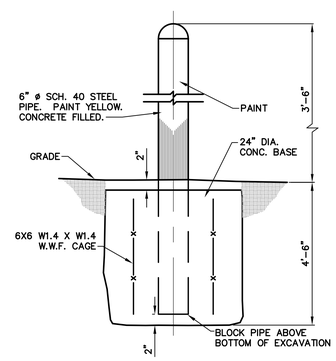


## 6" PIPE BOLLARD

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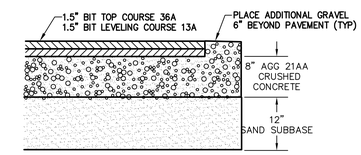
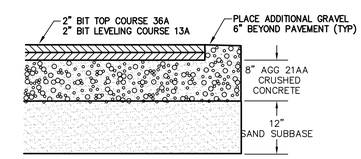



ALL MATERIALS COMPACTED IN PLACE ON PREPARED SUBGRADE

## LIGHT DUTY PAVEMENT SECTION

NOT TO SCALE




ALL MATERIALS COMPACTED IN PLACE ON PREPARED SUBGRADE

## HEAVY DUTY PAVEMENT SECTION

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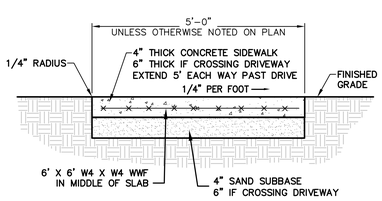
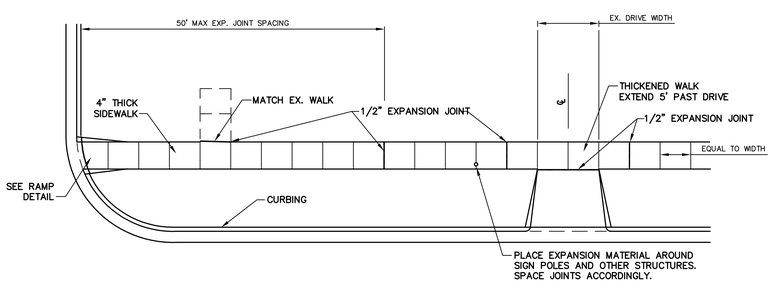



## SIDEWALK SECTION




## TYPICAL SIDEWALK JOINT LAYOUT

## CONCRETE SIDEWALK DETAILS

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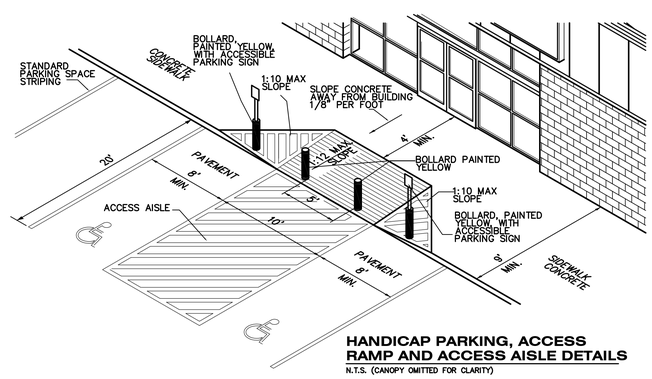
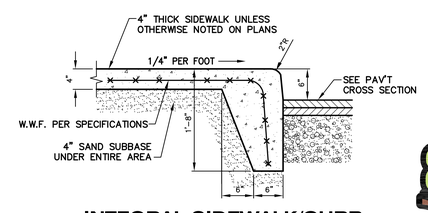



## HANDICAP PARKING, ACCESS RAMP AND ACCESS AISLE DETAILS

N.T.S. (CANOPY OMITTED FOR CLARITY)




## INTEGRAL SIDEWALK/CURB

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C-5

DRAWING LOCATION: H:\15-057D KCFCU Dove Rd\ FINAL DRAWINGS\C-5 Details.dwg LAST SAVED BY: APHELAN ON 11/23/2015

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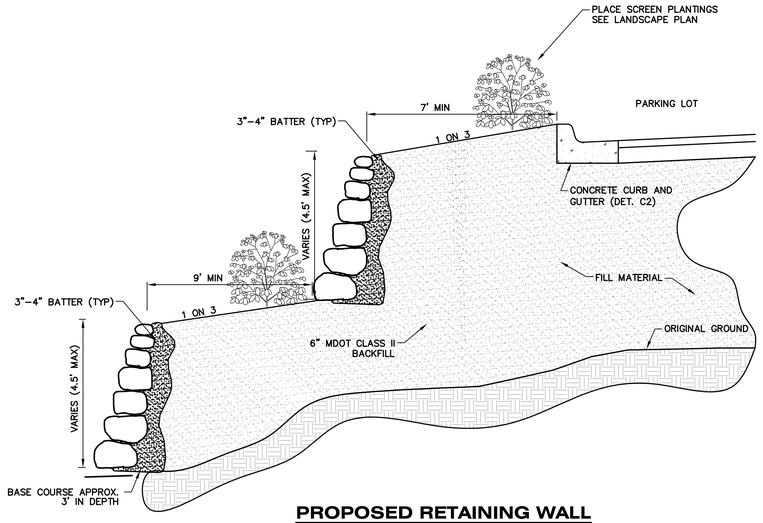


## PROPOSED RETAINING WALL

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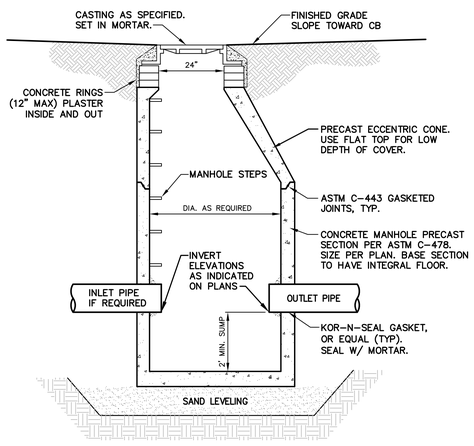


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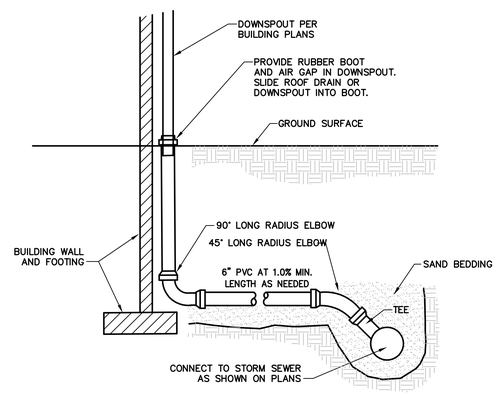


## ROOF LEAD/ DOWNSPOUT DETAIL

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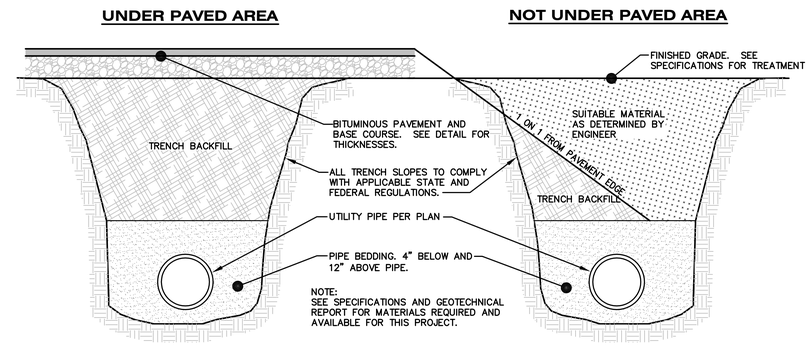


## TRENCH DETAILS

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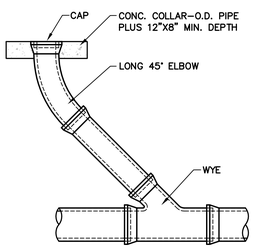


## CLEANOUT DETAIL

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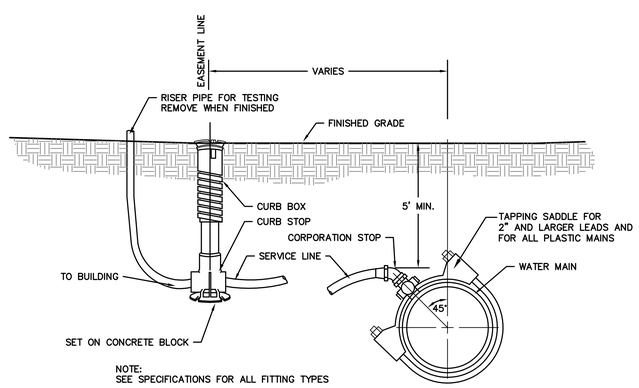


## WATER SERVICE DETAIL

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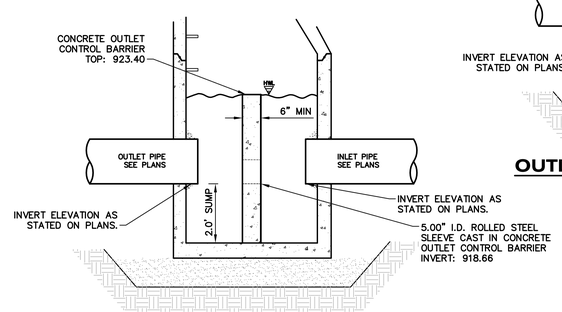
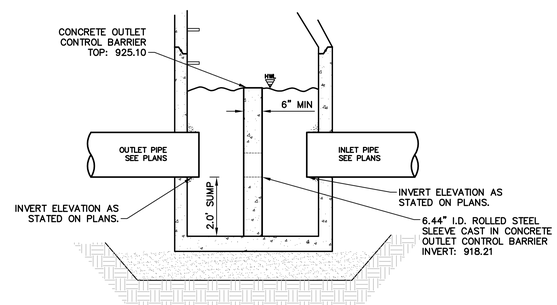



## OUTLET CONTROL STRUCTURE OS B

NO SCALE




## OUTLET CONTROL STRUCTURE OS A

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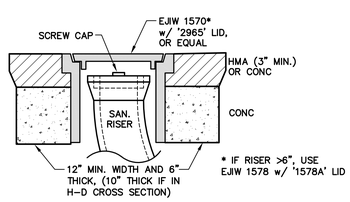


## CLEANOUT IN PAVEMENT/CONC AREA

NO SCALE

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1 SITE PLAN REVIEW 11/5/15
2 SITE PLAN REVIEW RESUBMITTAL 11/23/15

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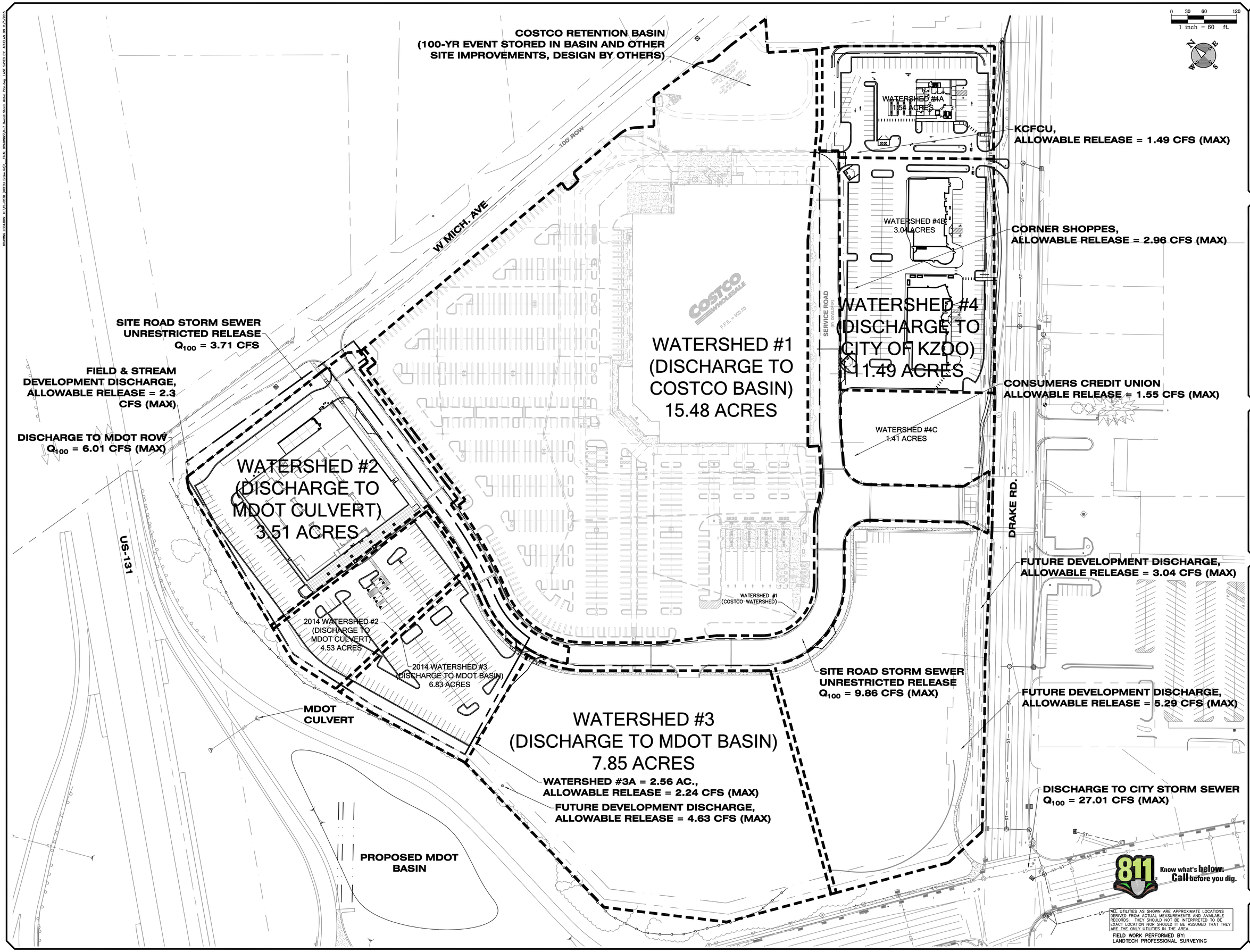
Project: **KCFCU & CORNER SHOPPES**

Client: **AVB**

11/23/15

Sheet

**C-6**

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2800 south 11th street
kalamazoo, michigan 49009
269.552.4960 fax 269.552.4961
www.hurleystewart.com

hurley & stewart

Job No. 15-057D P.M. --- Dft. --- QA/QC 11/23/15

ISSUED FOR/REVISIONS:

1 SITE PLAN REVIEW 11/5/15
2 SITE PLAN REVIEW RESUBMITTAL 11/23/15

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Sheet Title: OVERALL STORM WATER PLAN

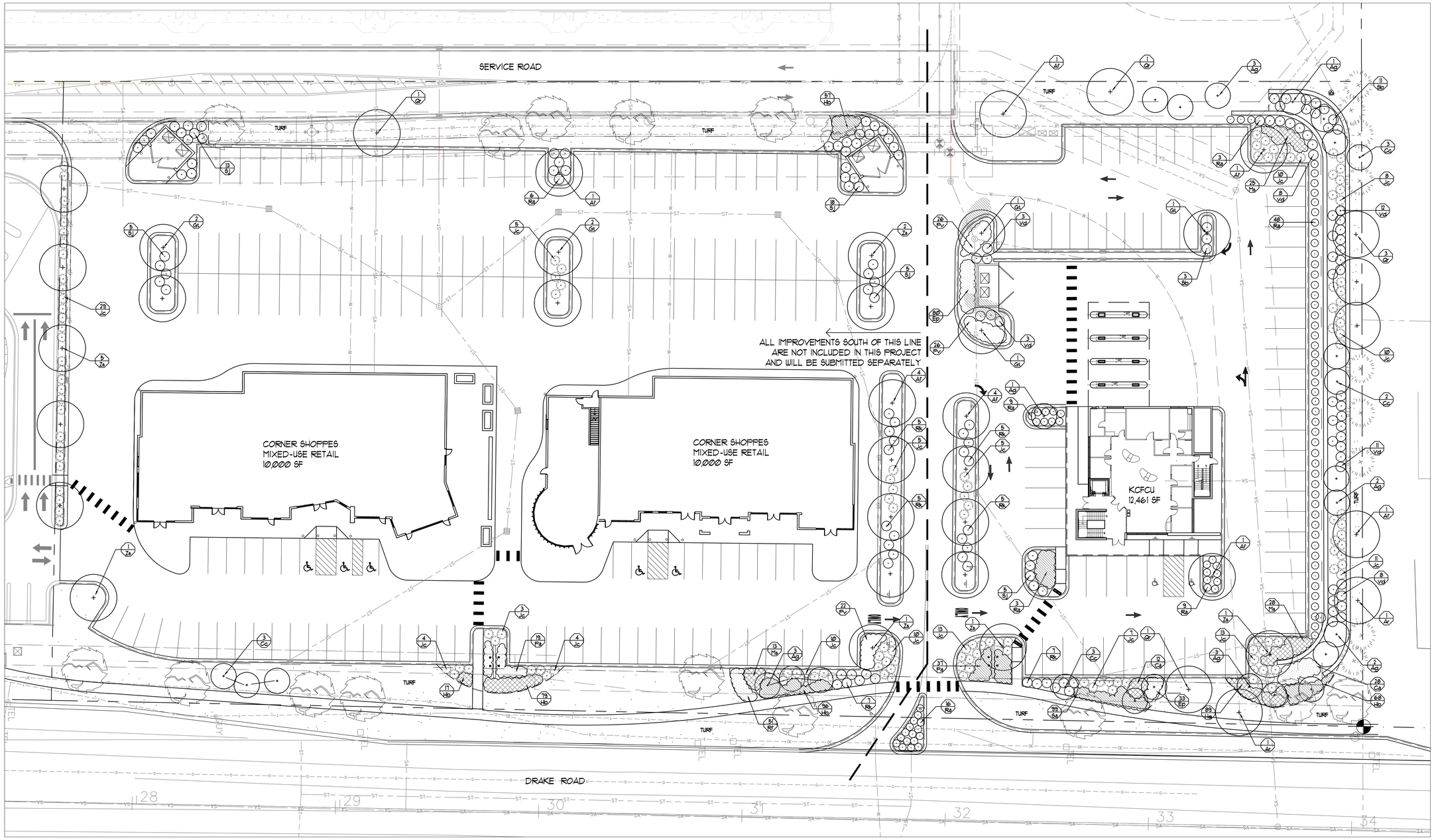
Project: KCFCU & CORNER SHOPPES

Client: AVB

11/23/15

Sheet
C-7

DRAWING LOCATION: H:\15-057D KCFCU Drake Rd__FINAL DRAWINGS\C-7 Overall Storm Water Plan.dwg LAST SAVED BY: APHELAN ON 11/5/2015

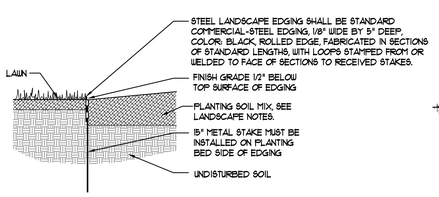



## LANDSCAPE NOTES:

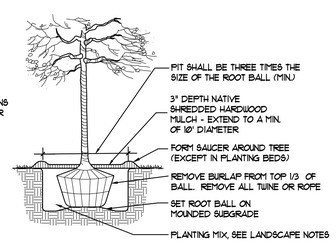
1. PLACE SHREDDED HARDWOOD MULCH TO A 3" DEPTH IN ALL TREE & SHRUB BEDS & TO A 2" DEPTH IN ALL GROUNDCOVER BEDS.
2. REPAIR AND RESTORE ANY DAMAGE OUTSIDE OF LIMIT OF WORK TO ORIGINAL CONDITION.
3. ALL NURSERY STOCK SHALL BE TRUE TO TYPE AND NAME. ALL STOCK SHALL BE FIRST CLASS QUALITY WITH WELL DEVELOPED BRANCH SYSTEMS AND VIGOROUS HEALTHY ROOT SYSTEMS. ALL STOCK SHALL BE WELL FORMED AND THE TRUNKS OF TREES SHALL BE UNIFORM AND STRAIGHT.
3. PLANTING SOIL MIX SHALL CONSIST OF 50% TOPSOIL, 30% SAND AND 20% LEAF COMPOST. SPREAD PLANTING SOIL MIX TO A DEPTH OF 12 INCHES BUT NOT LESS THAN REQUIRED TO MEET FINISH GRADES AFTER NATURAL SETTLEMENT.

## LANDSCAPE LEGEND:

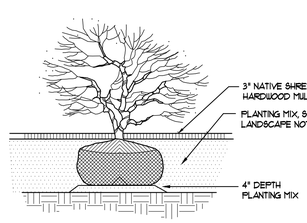
| | SYM. | BOTANICAL NAME | COMMON NAME | QUANTITY | SIZE | ROOT | COM. |
|---|---|---|---|---|---|---|---|
| DECIDUOUS TREES | Ag | Amelanchier grandiflora 'Autumn Brilliance' | Autumn Brilliance Serviceberry | 12 | 10'-12' HT. | B&B | HEAVY CLUMP |
| | AF | Acer x freemanii ' Autumn Blaze' | Autumn Blaze Red Maple | 8 | 3" Cal. | B&B | |
| | Ar | Acer rubrum 'Armstrong' | Armstrong Red Maple | 2 | 3" Cal. | B&B | |
| | Cc | Cercis canadensis | American Redbud | 8 | 10'-12' HT. | B&B | |
| | Gt | Gleditsia triacanthos | Honey Locust | 3 | 3" Cal. | B&B | |
| | Qr | Quercus rubra | Red Oak | 5 | 3" Cal. | B&B | |
| | Zs | Zelkova serrata 'Green Vase' | Green Vase Zelkova | 2 | 3" Cal. | B&B | |
| SHRUBS | Jc | Juniperus chinensis 'Seagreen' | Seagreen Juniper | 77 | 30" BP. | Cont. | 4' O.C. |
| | Ra | Rhus aromatica 'Grow Low' | Grow Low Fragrant Sumac | 86 | 24" HT. | Cont. | 3' O.C. |
| | Rk | Rosa 'Knockout' | Knockout Shrub Rose Varieties | 17 | 24" HT. | Cont. | 4' O.C. |
| | SJ | Spiraea japonica ' Neon Flash' | Neon Flash Spiraea | 5 | 24" HT. | Cont. | 4' O.C. |
| | Sb | Spiraea x bumalda 'Goldflame' | Goldflame Spiraea | 14 | 24" HT. | Cont. | 4' O.C. |
| | Vd | Viburnum dentatum | Arrowwood Viburnum | 45 | 36" HT. | Cont. | 5' O.C. |
| PERENNIALS ORN. GRASSES & GROUND COVERS | Ca | Calamagrostis acutiflila 'Karl Foerster' | Carl Foerster Feather Reed Grass | 40 | 1 Gal. | Cont. | 30" O.C. |
| | Ep | Echinacea purpurea 'Pixie Meadowbrite' | Pixie Meadowbrite Coneflower | 113 | | | 18" O.C. |
| | Hb | Hemerocallis 'Black-Eyed Stella' | Black-Eyed Stella Daylily | 68 | | | 18" O.C. |
| | He | Heuchera x 'Palace Purple' | Palace Purple Coral Bells | 89 | | | 18" O.C. |
| | Ms | Miscanthus sinensis 'Adagio' | Adagio Japanese Silver Grass | 53 | | | 30" O.C. |
| | Pa | Pennisetum alopecuroides 'Hamelin' | Hamelin Dwarf Fountain Grass | 31 | | | 30" O.C. |
| | Pv | Panicum virgatum 'Shenandoah' | 'Shenandoah' Switch Grass | 52 | | | 30" O.C. |
| | Sa | Sedum 'Autumn Fire' | Autumn Fire Sedum | 99 | | | 18" O.C. |



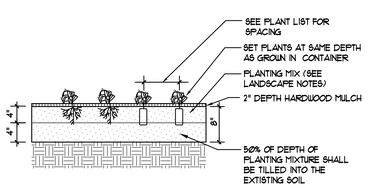

1 Metal Edging
Not to Scale




2 Tree Planting Detail
Not to Scale




3 Shrub Planting Detail
Not to Scale




4 Groundcover Planting Detail
Not to Scale

VIRIDIS Design Group
333 North Burdick Street, Kalamazoo, Michigan 49007
(269) 978-5143 (voice) - (866) 683-5060 (fax)
viridis@vridg.com

# SITE LANDSCAPE PLAN

## KCFCU AND RETAIL SITE DEVELOPMENTS

OSHTEMO TOWNSHIP, MICHIGAN

Revisions

| | |
|---|---|
| SITE PLAN SUBMITTAL | 10/8/15 |
| SITE PLAN SUBMITTAL | 11/23/15 |

Sheet

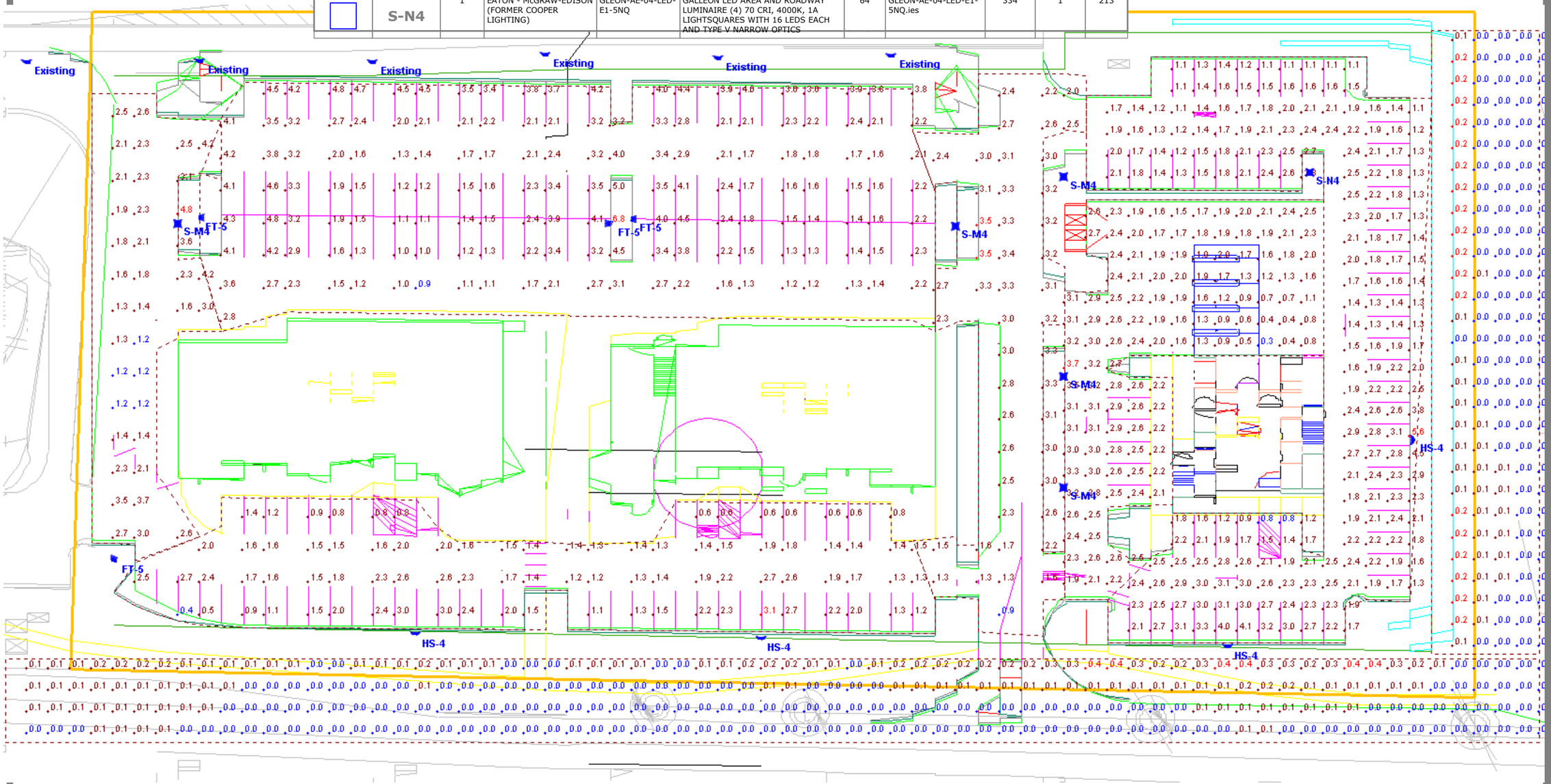
L-1

## Schedule

| Symbol | Label | Quantity | Manufacturer | Catalog Number | Description | Number Lamps | Filename | Lumens Per Lamp | Light Loss Factor | Wattage |
|---|---|---|---|---|---|---|---|---|---|---|
| | HS-4 | 4 | EATON - McGRAW-EDISON (FORMER COOPER LIGHTING) | GLEON-AE-04-LED-E1-SL3-HSS | GALLEON LED AREA AND ROADWAY LUMINAIRE (4) 70 CRI, 4000K, 1A LIGHTSQUARES WITH 16 LEDS EACH AND TYPE III SPILL LIGHT ELIMINATOR OPTICS WITH HOUSE SIDE SHIELD | 64 | GLEON-AE-04-LED-E1-SL3-HSS.ies | 276.0431 | 1 | 213 |
| | S-M4 | 5 | EATON - McGRAW-EDISON (FORMER COOPER LIGHTING) | GLEON-AE-04-LED-E1-5MQ | GALLEON LED AREA AND ROADWAY LUMINAIRE (4) 70 CRI, 4000K, 1A LIGHTSQUARES WITH 16 LEDS EACH AND TYPE V MEDIUM OPTICS | 64 | GLEON-AE-04-LED-E1-5MQ.ies | 339.8274 | 1 | 213 |
| | FT-5 | 4 | EATON - McGRAW-EDISON (FORMER COOPER LIGHTING) | GLEON-AE-05-LED-E1-T4FT | GALLEON LED AREA AND ROADWAY LUMINAIRE (5) 70 CRI, 4000K, 1A LIGHTSQUARES WITH 16 LEDS EACH AND TYPE IV FORWARD THROW OPTICS | 80 | GLEON-AE-05-LED-E1-T4FT.ies | 322 | 1 | 264 |
| | Existing | 6 | EATON - INVUE (FORMER COOPER LIGHTING) | ICM-400-MP-XX-3S | MEDIUM ARCHITECTURAL AREA LUMINAIRE - TYPE III DISTRIBUTION | 1 | ICM-400-MP-XX-3S.ies | 40000 | 1 | 452 |
| | S-N4 | 1 | EATON - McGRAW-EDISON (FORMER COOPER LIGHTING) | GLEON-AE-04-LED-E1-5NQ | GALLEON LED AREA AND ROADWAY LUMINAIRE (4) 70 CRI, 4000K, 1A LIGHTSQUARES WITH 16 LEDS EACH AND TYPE V NARROW OPTICS | 64 | GLEON-AE-04-LED-E1-5NQ.ies | 334 | 1 | 213 |

## Statistics

| Description | Symbol | Avg | Max | Min | Max/Min | Avg/Min |
|---|---|---|---|---|---|---|
| Credit Union South | + | 2.1 fc | 3.7 fc | 0.3 fc | 12.3:1 | 7.0:1 |
| Crediut Union North | + | 2.0 fc | 5.6 fc | 0.8 fc | 7.0:1 | 2.5:1 |
| Drake Road | + | 0.1 fc | 0.4 fc | 0.0 fc | N/A | N/A |
| East Lot | + | 1.6 fc | 3.1 fc | 0.4 fc | 7.8:1 | 4.0:1 |
| North Drive | + | 2.6 fc | 3.5 fc | 0.9 fc | 3.9:1 | 2.9:1 |
| North Spill | + | 0.0 fc | 0.2 fc | 0.0 fc | N/A | N/A |
| South Drive | + | 2.3 fc | 4.8 fc | 1.2 fc | 4.0:1 | 1.9:1 |
| West Lot | + | 2.6 fc | 6.8 fc | 0.9 fc | 7.6:1 | 2.9:1 |




Current View

CIRCUIT ELECTRIC INC.
CONTRACTORS • ENGINEERS

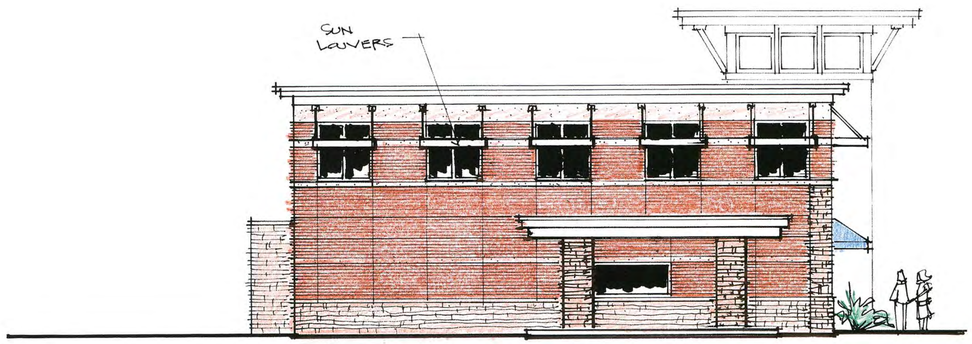
THIS DRAWING IS THE PROPERTY OF CIRCUIT ELECTRIC INC. AND IS NOT TO BE REUSED OR REPRODUCED WITHOUT THE EXPRESSED WRITTEN PERMISSION OF CIRCUIT ELECTRIC INC.

KCFCU & CORNER SHOPPES

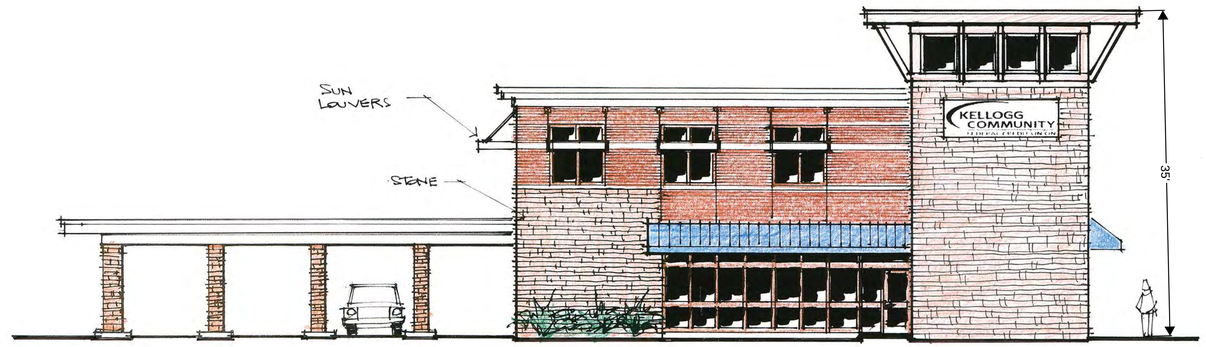
**Designer**

**Date**
11/25/2015
**Scale**
Not to Scale
**Drawing No.**
L-2
**Summary**

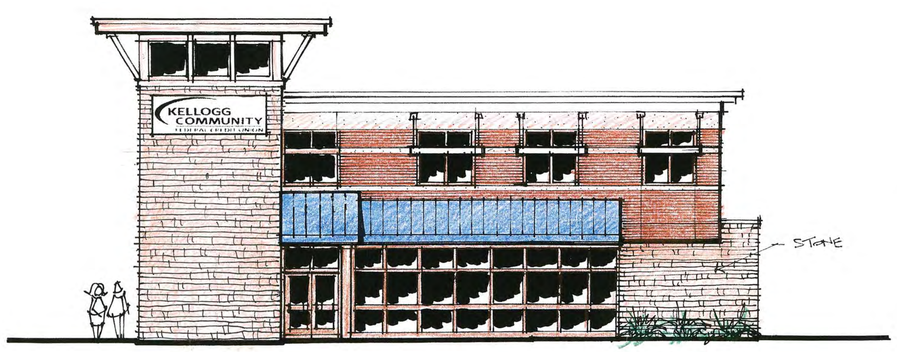
Slocum Architects AIA
521 South Riverview Drive
Kalamazoo, Michigan 49004
Ph (269)381-2420 Fax (269)381-3399
www.slocumarchitects.com



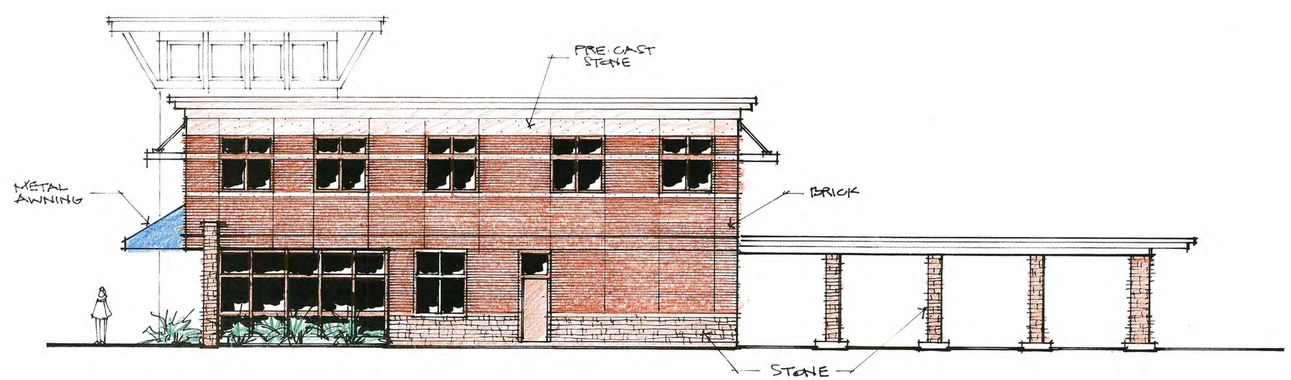

WEST ELEVATION




SOUTH ELEVATION




EAST ELEVATION




NORTH ELEVATION

NEW BUILDING FOR:
# KELLOGG COMMUNITY FEDERAL CREDIT UNION
KALAMAZOO, MICHIGAN
DRAKE ROAD

SHEET TITLE
EXTERIOR ELEVATIONS

FILE NAME
XXX.DWG

ISSUED
SEPT. 25, 2015
PRELIMINARY

JOB NUMBER
1523

A201

# Memo

**To:** Ben Clark, Zoning Administrator

**From:** Marc Elliott, PE, Public Works Director

**Date:** December 2, 2015

**RE:** Kellogg Community Federal Credit Union, SPR

---

I have reviewed the revised site plan dated November 23, 2015 and find that the project is buildable and generally compliant with Oshtemo requirements as proposed, but there are some elements which warrant additional engineering detail, clarification and tweaks. My comments include the following.

1. I understand the intent is for the ADA parking and access route to consist of a concrete landing that is level with the HMA pavement, plus two concrete ramps; one in either direction. Please add annotation to these three elements to assure correct contractor interpretation.
2. There is an existing swale along the north line which is intended to direct runoff towards the Costco basin. While preservation of this redirection is no longer a necessity as most water is diverted elsewhere, I believe this general intent should continue to be identified and implemented to the extent practicable.
3. While I believe the retaining wall is buildable, I find the intent to be a bit more complex than a landscape wall, and therefore the prepared design is considered to be incomplete. Additional retaining wall details are to be designed and sealed, including:
    - footing construction, base and subbase material specification, depth of placement, compaction;
    - wall material type, stone sizing, method of build, angle of wall repose.
    - tie backs, if any;
    - wall drainage design, material specifications, placement detail, to include daylighting locations of drain outfalls;
    - fill/backfill material specification, means of placement, compaction.
4. My final observation is that there is potential surface storage in both the east and the west parking areas. More importantly, the drainage design is finely specified (finely engineered). This may expose inherent deviations in the as-constructed project to potentially create deficiencies when compared to the overall design intent. That is, inherent in the construction process is the likely introduction of incidental grade inconsistencies. There is also the risk that future settlement, or even a simple HMA overlay will affect the overall design intent. Therefore, in conjunction with best-practice to assure concentrated flow will not “release” over the constructed wall, the following modification is requested.

- I note the northeast corner of pavement is likely to store runoff; and if the piped system should fail in this location the excess runoff is likely to "spill." Therefore, please adjust grades (or provide a curb cutout) that will assure any overtop/spillage will occur along the curbing adjacent to drake road, and away from the retaining wall occupying the north line.
- While I understand the intent is to release/overflow water at the northwest corner toward the south and west, I similarly note there is slight risk of overtopping towards the retaining wall should small variations in pavement grades occur. Therefore, in the spirit of similar caution as noted above, please provide a similar means of assurance that any "flooding" breakout will occur along the west curb line of the parking area, rather than to the north.

In summary, I believe the above requested changes and additional engineering details do not substantively affect the proposed project. Please also note that I have reviewed a copy of the recorded Reciprocal Easement Agreement which was provided by the developer in response to my prior comments concerning the shared drainage system. This agreement largely addresses my prior concerns. Any lingering issues I have with respect to the shared drainage system will be addressed as the remaining sites develop.

OSHTEMO FIRE DEPARTMENT SITE PLAN CONCERNS LIST

Applicant: Kellogg Community Federal Credit Union.
Project: Proposed new building.
Location: S. Drake Road.
Date: November 30, 2015
Site Plan Date: November 23, 2015

Identified Concerns:

A 15 foot vertical clearance is required throughout the site and shall include all vegetation. This is mentioned at this time for consideration of plant growth in 10 – 15 years.

The access road shall be 24 foot minimum in width and maintained year round and shall support the live load of fire apparatus as mentioned in NFPA 2012. This is mentioned at this time for future consideration after the certificate of occupancy has been issued and it becomes the responsibility of the property owner during all weather conditions.

Fire lane signs shall be posted and shall read "FIRE LANE – NO STOPPING, STANDING OR LOADING" and shall be installed prior to any occupancy. Signs shall be of white background with red lettering. Signs shall be installed mounted on a post with sign facing the flow of traffic with the height of 6'- 8" to the bottom of the sign. Signs shall be placed no more than 60' on center. Please contact this office for placement locations, which shall also be shown on the site plan.

Approved access routes shall be required prior to and during construction at this site. Access routes shall be (24) feet in width and shall support the live load of the Fire department apparatus. Access routes shall extend to within one hundred fifty, (150) feet of all portions of the building or any of the exterior of the building.

An address clearly visible with six inch numbers minimum both during and after completion of this project is required.

After completion of the project, the address shall be attached to the building with a minimum of Six inch numbers clearly visible from the roadway.

Any egress points from the building shall terminated at a paved surface and be connected by continuous means.

Fire alarms systems shall meet NFPA 72 requirements.

Fire Sprinkler systems shall meet NFPA 13 requirements.

If by any code adopted by Oshtemo Township or by the Owners choice, there is going to be a fire sprinkler system installed, a remote five inch fire department connection (FDC) shall be installed away from the building. The FDC shall be installed at forty eight inches in height and shall have locking Knox StorzGuard kit with thirty degree offset and locking cap installed. These are available on line at @ www.knoxbox.com.

A sign with red reflective background, six inch white reflective lettering stating FDC shall also be required and shall be mounted on a pole 6'8" from grade to the bottom of the sign.

This building will be required to have one, (1) fire department Knox key box installed. This is mentioned at this time so if a recessed style is desired it may be incorporated into the building plans. You may order a Series 3200 Key Box online @ www.knoxbox.com, as it may take 4-6 weeks for delivery of this lock box.

Prior to final occupancy, Fire extinguishers meeting the minimum rating of 2A10BC shall be installed at not more than 75 feet of travel distance from any point in the building.

Special note:

Due to distance from the nearest fire hydrants and access drives to the proposed new building, it is recommended that one fire hydrant be added to the east side of this proposed site development.

The fire flow required for the KCFCU building is 3,998 GPM.

This list shall not be considered as all inclusive as other requirements may be necessary when more information becomes available.

Should you have any questions regarding this matter, please feel free to contact me.

Jim Wiley
Assistant Fire Chief / Fire Marshal
Oshtemo Township Fire Department
P. 269.375.0487
F. 269.544.2085
jwiley@oshtemo.org

November 30, 2015

**Mtg Date:** December 10, 2015

**To:** Planning Commission

**From**: Julie Johnston, AICP

**Subject**: Consumer Credit Union Site Plan Review Condition

---

**OBJECTIVE**

Request Planning Commission's review of a condition placed on the Consumer Credit Union site plan for a pedestrian connection to the west across the service drive to Costco.

**BACKGROUND**

On April 23, 2015, the Planning Commission held a public hearing to review a special exception use and site plan for Consumers Credit Union (CCU) within the Corner @ Drake commercial development. The Overview section of the staff report for this project provided the following information:

> *"The subject property is located in the Corner @ Drake commercial development. The specific building site within the development is located immediately north of Century Avenue with frontage on Drake Road. The lease area is 1.05 acres in size with approximately 150 feet of frontage on Drake Road.*
>
> *The lease area is part of a broader coordinated development. The site will be leased from the property owner. Therefore, there is not a true property line at the north or south sides.*
>
> *The proposal is to construct a two-story, 5,922 square foot office for the credit union housing both retail and administrative offices for the business. Drive-thru lanes and 32 parking spaces are also included. The property is located in the C Commercial zoning district. Financial institutions are a permitted use in the C district, but with the drive-through lanes, this makes it a special exception use."*

At the time of approval, the Planning Commission conditioned the site plan to require CCU to provide pedestrian access from their site west to the Costco development. This condition was based on a staff recommendation. CCU is currently under construction and the Zoning Administrator noted that this condition was not being met. He brought the concern to my attention and we discussed the condition with the Township Attorney.

It is clear from the previous staff report excerpt provided above that staff was viewing this development as one large project. The problem with this approach is that Costco is its own parcel and has been since May of 2014. In Michigan, municipalities generally do not have the authority to condition a site plan with required off-site improvements.

An examination of the site shows that the service road that separates Costo from the CCU site has curbs along both sides. The condition placed on the CCU site plan would require the developer to construct a curb cut with tactile warnings on the Costco property. The location of the possible curb cut does not lead to a dedicated sidewalk that would take a pedestrian to the entrance of the store. The curb cut would place pedestrians on a sidewalk that ends within approximately the first 27 feet of the 278 foot southern wall of the Costco store. The sidewalk picks up again but this occurs along the portion of the wall that contains the four bays for their auto service center, requiring pedestrians to cross these garage doors to access the store entrance. In addition, the gas station is located in this area and circulation patterns for the station may conflict with pedestrian traffic.

Pedestrian improvements are important to the overall access plan for this commercial development. Unfortunately, access to the undeveloped properties east of Costco was not requested as part of the Costco site plan and therefore was not planned accordingly on their site. A sidewalk has been constructed from Drake Road along the southern side of the private street within the development to the entrance of the Costco store. While not a direct route from CCU, it is a dedicated sidewalk that provides safe access to Costco separate from vehicular traffic.

**INFORMATION PROVIDED**

Combined site plan of CCU and Costco
Photos of proposed pedestrian connection location

**REQUEST**

Staff would request the Planning Commission review the possibility of removing the CCU site plan approval condition that a pedestrian connection must be established between the CCU property and the Costco property.

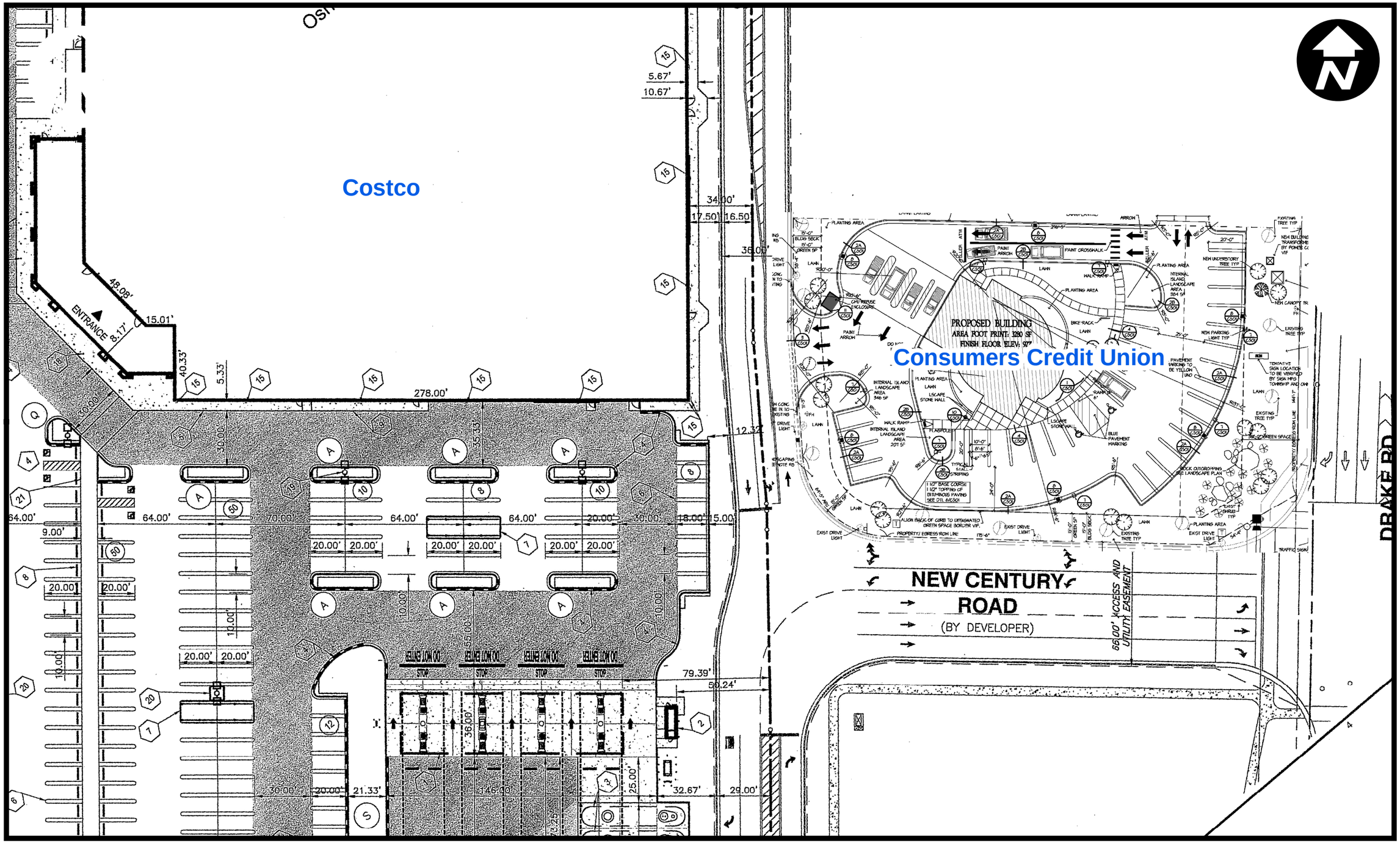
Looking west – Costco property

Looking east – Consumer Credit Union property

Looking northeast along Costco's southern wall

Looking northwest along Costco's southern wall

# Costco & CCU




1 inch = 50 feet

November 25, 2015

**Mtg Date:** December 10, 2015

**To:** Planning Commission

**From**: Julie Johnston, AICP

**Subject**: Proposed Site Plan Review Ordinance Amendments

In order to more clearly define the site plan review process, staff has developed some proposed amendments for the Planning Commission's review. The intent of the proposed changes is to be more specific with regards to the types of development that require site plan review and the process under which the plans will be reviewed. The major changes requested include:

1. The Purpose Statement was amended to include the requirement that the development be safe, efficient, and environmentally sound and designed to protect adjacent properties.

2. The "Scope" section of the ordinance was changed to "Applicability" and defined information was provided as to what types of developments require site plan review and who is the approving body. The current ordinance speaks more to who is exempt from the process. The requested change details to whom the ordinance applies. A table was included for ease of use.

3. The Subdivision/Site Condominium section of the ordinance was changed to indicate that these types of developments have a separate review process through the General Ordinances of the Township. As outlined in Part 290, subdivisions and site condominiums must go through the tentative preliminary plan, final preliminary plan and final project plan process.

4. The Application Procedures were enhanced to detail the internal process for review and that only a complete site plan will be forwarded to the Zoning Board of Appeals or Planning Commission for review. This provides some flexibility to staff to deviate from our internal five week process of review if the applicant is not responsive, in a timely manner, with requested changes to the plan. In addition, the requirements for what should be included on a site plan were augmented. Many of these details are currently shown on plans through staff requests, but the existing ordinance did not clearly require there inclusion.

5. The organization of the overall ordinance was modified to generally follow the steps of the site plan review process.

Planning Department staff reviewed the requested changes with the Township Attorney. Modifications were made based on his input. Copies were also sent to the Township Engineer and Zoning Enforcement Officer, who were satisfied with the requested changes. Planning staff is requesting the Planning Commission's review of the proposed changes for discussion at the December 10th meeting.

82.000 - SITE PLAN REVIEW

82.100 - Purpose.

**The purpose of this article is to require the review of those documents or drawings as specified herein to ensure that a proposed land use or development activity is in compliance with this ordinance, other local ordinances, and state and federal statutes.** ~~The intent of this Section~~ **Furthermore, its purpose** is to provide for consultation and cooperation between the land developer and the Township ~~Zoning Board of Appeals~~ in order that the developer may accomplish ~~his~~ **their** objectives in the utilization of ~~his~~ **their** land within the regulations of this Zoning Ordinance, **and that the development is safe, efficient, environmentally sound, and designed in such manner as to protect adjacent properties and future development from substantial adverse impacts**. ~~with minimum adverse effect on the use of adjacent streets and highways and on existing and future uses in the immediate area and vicinity~~.

**82.200 – Applicability.** ~~Scope~~

**a) Prior to the establishment of a use, addition to an existing use, or the erection of any building, a site plan shall be submitted to and approved by the Township in accordance with the procedures of this section, and the development requirements of this and other applicable ordinances.**

**b) The Township shall not approve the issuance of a building permit until a site plan, where required, has been approved and is in effect. Obtaining site plan approval does not guarantee issuance of a building permit.**

**c) No grading, removal of trees or other vegetation, landfilling, installation of utilities, or other construction improvements shall commence for any development which requires site plan approval until a site plan is approved and is in effect, except as permitted by this ordinance or by Section 78.610.**

**d) Site plan review shall be required for the activities or uses listed in the table below. The Planning Commission, Zoning Board of Appeals, or Planning Department through Administrative Approval shall have the authority to review and to approve, approve with conditions, or deny site plan applications as provided in this section, in accordance with the table below. If all site plan application requirements are met, the site plan shall be approved, approved with conditions, or denied within 60 days of receipt of the completed application.**

**e) The Planning Director shall have the discretion to forward any site plan submitted for administrative approval to the Zoning Board of Appeals for final determination.**

**f) If administrative approval is denied, the applicant may appeal the decision to the Zoning Board of Appeals.**

| Activity/Use | Administrative Review | Zoning Board of Appeals | Planning Commission | Township Board |
|---|---|---|---|---|
| **NEW CONSTRUCTION** | | | | |
| Open Space Developments | | | Approve | |
| Planned Unit Developments (PUD) | | | Approve | |
| Multi-Family Developments/Buildings | | Approve in R-4 District | Approve in R-3 District | |
| Mobile Home Community | | | Recommend | Approve |
| Any Nonresidential Building, Structure or Use (unless Special Exception Use) | | Approve | | |
| Special Exception Uses | | | Approve | |
| **EXPANSION/MODIFICATION TO EXISTING BUILDINGS** | | | | |
| Alteration or expansion involving less than one-fourth of the floor area of an existing structure or is no greater than 2,000 sq. ft. whichever is less | Approve | | | |
| Alteration or expansion involving more than one-fourth of the floor area of an existing structure or is greater than 2,000 sq. ft. | | Approve | | |
| Expansion/Intensification of a Special Exception Use | | | Approve | |
| **CHANGE IN USE** | | | | |
| Reuse of an existing building where no building expansion is proposed, if the Planning Director determines the new use is similar or less intense in terms of parking, traffic generation, drainage, utility needs, noise, aesthetics and other external effects | Approve | | | |

| Activity/Use | Administrative Review | Zoning Board of Appeals | Planning Commission | Township Board |
|---|---|---|---|---|
| Change of land or building to a more intensive use, as determined by the Planning Director, that may involve substantial change in parking, traffic flow, hours of operation, public services, effluent discharge, or substantial alteration of the physical character of the site | | Approve | | |
| Change to a Special Exception Use | | | Approve | |
| Temporary uses, buildings and structures | Approve | | | |
| Change of use/occupancy of an individual suite within a Commercial Center | Approve | | | |
| **ACCESSORY STRUCTURES AND SITE IMPROVEMENTS** | | | | |
| Accessory structures/buildings that are one-fourth the size of the principal building or less and does not affect other Zoning requirements | Approve | | | |
| Accessory structures/buildings that are more than one-fourth the size of the principal building and/or affect other Zoning requirements | | Approve | | |
| Outdoor storage, sales and display for more than one day | | | Approve | |
| Modification or expansion of existing off-street parking, stacking spaces or loading and unloading areas | Approve | | | |
| Construction, relocation or erection of signs, screening walls, fences, waste receptacles, sidewalks, lights, and poles | Approve | | | |
| Modifications to comply with accessibility requirements | Approve | | | |

~~Except as hereinafter set forth, the Building Official shall not issue a building permit for construction or remodeling of any building, structures or uses and shall not issue any occupancy permits where a change in use of premises is involved until a Site Plan, submitted in accordance with the Township Zoning Ordinance, shall have been reviewed and approved by the Zoning Board of Appeals or where specified hereunder by the Planning Commission.~~

~~The following buildings, structures, or uses shall be exempt from the aforesaid Site Plan Review and procedure:~~

~~(a) Single- or two-family dwellings under separate ownership and each on a separate lot, parcel or building site.~~

~~(b) Accessory and subordinate buildings requiring no new or additional means of access thereto from adjoining public roads or highways not higher or larger than existing buildings on the site and complying with all Zoning Ordinance requirements subject to the option of the Building and Zoning Department to require Site Plan Review set forth under Section 82.400 following.~~

~~(c) Projects involving the expansion, remodeling or enlargement of existing buildings which comply with all Zoning Ordinance requirements, involve no new or additional means of access thereto from adjoining public roads or highways, do not involve a change in the use of the premises and do not involve increasing the height of existing buildings nor an increase in the area thereof by more than one-fourth, subject to the option of the Building and Zoning Department to require Site Plan Review set forth under Section 82.400 following.~~

~~(d) Mobile home parks.~~

~~(e) Mobile homes or single- or two-family dwellings in a mobile home subdivision.~~

~~Condominium projects are not exempt from the Site Plan Review procedure.~~

~~(f) Essential services with or without buildings, subject to the option of the Planning Director or his/her designee to require Site Plan Review set forth under Section 82.400 following.~~

~~82.201 There shall be no change in occupancy of an individual suite within a Commercial Center until the change has received administrative review and approval by the Township.~~

~~82.300 - Review by Township Planning Commission.~~

~~Special exception uses, condominium projects, planned unit developments, and/or uses, buildings, or structures which require prior approval by the Township Planning Commission shall be submitted to the Planning Commission for Site Plan Review in lieu of submission of the Site Plan to the Zoning Board of Appeals which review by the Planning Commission shall be subject to the same standards as those governing review by the Zoning Board of Appeals.~~

~~82.310~~ **82.200**– Subdivision/**Site** Condominiums **under Open Space or Planned Unit Development Regulations** ~~- Review by Township Board and electronic copies of plans~~.

~~Condominium projects~~, **Open space** and planned unit developments involving **site** condominium**s** ~~units~~ **or subdivisions** shall require final approval by the Township Board following ~~site~~ **preliminary/conceptual** plan review and approval ~~of~~ **by** the Planning Commission. **Open space and planned unit developments involving site condominiums or subdivisions shall follow both the requirements of their respective Zoning Ordinance regulations, as well as the requirements of Part 290 of the General Ordinances, including the plan development requirements. The site plan review requirements of section 82.400 herein shall not govern the review process for open space or planned unit developments that include site condominiums or subdivisions.**

~~Following final approval by the Township Board and before a Certificate of Occupancy may be issued, the applicant shall furnish the Township hard copies on both paper and Mylar and a digital copy of the final approved site plan and as-built drawings of public water and sewer mains, prepared to scale. Digital copies shall be provided in AutoCAD (.dwg) or (.dxf) format. Digital copies may be submitted on 3 ½" disk or CD.~~

~~Each digital file shall include a minimum of two ties to Government Section Corners. Additionally, the following should be included and provided as their own unique layers in the electronic file: lot/unit numbers; dimensions; lot lines; boundaries; rights-of-way; street names; easements; section lines and section corners; utility lines; adjacent plat corners; and, other information deemed appropriate to the subject project.~~

~~82.400 - Building and Zoning Official referral~~. **(MOVED)**

~~The Building Official and Zoning Official shall have the right to deny a building permit or an occupancy permit to an applicant until Site Plan approval has been received from the Zoning Board of Appeals or Planning Commission, as the case may be, under Sections 82.200 (b) and (c) set forth where said official has any questions concerning the compliance of the proposed development with the Township Zoning Ordinance or its compatibility as proposed with existing developments or zoning classifications in the area.~~

~~82.500~~ **82.300** – Optional Sketch Plan Review.

Preliminary sketches of proposed site and development plans may be submitted for review to the ~~Zoning Board of Appeals~~ **approval body** prior to **the process for** final approval. The purpose of such procedure is to allow discussion between a developer and the ~~Zoning Board of Appeals~~ **approval body** to better inform the ~~developer of the acceptability of his~~ proposed plans prior to incurring extensive engineering and other costs which might be necessary for final Site Plan approval. Such sketch plans shall include, as a minimum, the following:

(a) The name and address of the applicant or developer, including the names and addresses of all officers of a corporation or partners of a partnership.

(b) A legal description of the property.

(c) Sketch drawings showing tentative site and development plans.

The ~~Zoning Board of Appeals~~ **approval body** shall not be bound by any **discussion which occurred during the optional sketch plan review or any** tentative approval given ~~at this time~~.

~~82.600~~ **82.400** – Application Procedure.

Requests for ~~final~~ Site Plan Review shall be made by filing with the Township ~~Clerk~~ **Planning Department. T**he following **information shall be required**:

(a) **Application:**

**(1)** A review fee as determined by resolution of the Township Board based upon the cost of processing the review and as shall be on file with the Township Clerk for public information.

~~(b)~~ (2) One copy of the completed application form for Site Plan Review which shall contain, as a minimum, the following:

A. The name and address of the applicant.

B. The legal description of the subject lot, parcel or building site.

C. The area of the lot, parcel or building site in acres or, if less than one acre, in square feet.

D. The present zoning of the subject lot, parcel or building site.

E. A general description of the proposed development.

F. The environmental permits checklist.

G. The hazardous substance reporting form for site plan review.

~~(c)~~ (3) ~~Three~~ **C**opies of the proposed site plan ~~and landscaping plan~~**, the number of which to be determined by the Township Planning Department.** ~~which shall include as a minimum~~:

(b) **Process: Upon receipt of a site plan application and supporting data, the Planning Department shall:**

**(1) Review the site plan application for completeness.**

**(2) Forward the site plan application and all supporting data to the Fire Department, Parks Department, Township Engineer and Township Legal Counsel who shall review the materials and return written comments to the Planning Department.**

**(3) Notify the applicant in writing of the comments received or if the site plan is incomplete. Incomplete applications and site plans may not be submitted to the Zoning Board of Appeals or Planning Commission.**

**(4) If revised plans are required, the applicant shall submit within the time frame provided by the Planning Department. Planning staff will determine which Township departments require a second review. Any final comments will be provided to the applicant prior to Zoning Board of Appeals or Planning Commission meeting.**

**(5)** ~~A hearing shall be scheduled by the Chairman of the reviewing body for a review of the Application and Plans as well as the recommendations of the Township Engineer, the Township Fire Department, and the Township Planning Department~~. **The Planning Director shall schedule the final application and plan on the next available Planning Commission or Zoning Board of Appeals meeting**. Members of the reviewing body shall be delivered copies of the same prior to the hearing for their preliminary information and study. The hearing shall be scheduled within not more than ~~45~~ **60** days following the date of the receipt

of the plans and application by the ~~Township Clerk~~ **Planning Department**. ***(Moved from 82.715)***

**(6)** The applicant shall be notified of the date, time and place of the hearing ~~on his application~~ not less than ~~three days~~ **one week** prior to such date. ***(Moved from 82.720)***

(c) **Site Plan: A site plan shall consist of an overall plan for the entire development drawn on 24" by 36" paper and drawn to a scale of no less than 1" = 50'. The Planning Department may request copies of all plans and drawings at a reduced size format. The site plan shall contain all of the materials and information listed below to be considered complete to begin the review process for submission to the Zoning Board of Appeals or Planning Commission, unless deemed unnecessary by the Planning Department:**

**(1) General Requirements:**

A. The date, name and address of the preparer;

**B. Project title;**

**C. Location map with the north point indicated;**

**D. Seal of the architect, engineer, surveyor or landscape architect;**

**E. Zoning classification of the proposed parcel and all adjacent parcels;**

F. Percentage of land covered by buildings and that reserved for open spaces;

G. All interior and exterior areas to be used for the storage, use, loading/unloading, recycling or disposal of hazardous substances.

**(2) Access and Circulation. Site plans must include dimensioned drawings of all existing a proposed:**

A. ~~Location of~~ **P**ublic and private easements contiguous to and within the proposed development which are planned to be continued, created, relocated or abandoned;

**B. Acceleration, deceleration, passing lanes and approaches; dedicated road or service drive locations; proposed locations of driveways, access drives, street intersections; driveway locations on opposite frontage; dimensioned fire lanes, including curve radii; and surfacing materials.**

**C. Parking spaces, circulation aisles, off-street loading/unloading area, stacking spaces, and surfacing materials;**

D. Location and width of sidewalks.

**(3) Buildings and Structures:**

**A. Location, height, and outside dimensions of all existing and proposed buildings or structures on the site, with setbacks and yard dimensions, and of all existing buildings and structures within 100 feet of the site;**

**B. Front, side and rear building elevations with all windows, lights, doors, screened roof equipment and exterior materials, including color, indicated;**

C. Dwelling unit density where pertinent;

D. Rubbish disposal facilities with elevation details of the enclosures;

E. Location of signs, if determined;

F. All existing or proposed underground and above-ground storage tanks;

**(4) Utilities, soil erosion, sedimentation control, and drainage:**

A. Location, size and design of existing and proposed service facilities above and below ground, including:

i. Water supply facilities including fire hydrants, water lines and mains.

ii. Location and type of drainage, sanitary sewers, storm sewers, and other utility mains and facilities including location of interior and exterior drains, dry wells, catch-basins, retention/detention areas, sumps and other facilities designed to collect, store and transport storm water or waste water;

iii. The point of discharge for all drains and pipes;

iv. Easements;

**B. Grading plan showing existing and finished contours at a maximum interval of two feet;**

**C. Drainage plan showing storm lines, storm drains, retention and detention ponds, existing drainage courses, proposed method of site and roof drainage, soil erosion and sedimentation control.**

**(5) Landscaping Plan. Location and description of all:**

A. ~~A~~ **L**ine**s** demarcating the limits of land clearing on a site. Land clearing shall be limited to that needed for the construction of buildings, structures, parking lots, street right(s)-of-way, drainage and utility areas, other site improvements, and any grading necessary to accommodate such construction;

B. Natural features including the location of woodlots, wetlands, marshland, streams, lakes, drain basins, water courses, flood plains and similar features; location and species of trees >12" in diameter as measured at four feet above the ground within the proposed development area of the site;

C. Soil characteristics of the site at least to the detail provided by the U.S. Soil Conservation Service;

D. Pedestrian walks, malls and recreation areas;

E. Proposed landscaping, including berms, buffers, screens and greenbelts, lawns, shrubs, and other live plant materials;

F. Screening walls and fences, including dimensions, materials and details;

**G. Method of irrigation, if applicable.**

**(6) Lighting Plan**

A. Location and detail of on-site illumination;

**B. Elevation details of proposed light fixtures, including height;**

**C. Photometric plan.**

(7) Any additional material information necessary to consider the impact of the project upon adjacent properties, the general public, and the environment, as may be demanded by the ~~Township building and zoning official~~ **Planning Department, Planning Commission** or the Zoning Board of Appeals.

(d) ~~The Township Planning Department, Fire Department, and Engineer shall review the proposed site plan. The Planning Department will compile their comments and submit them to the applicant. The applicant shall submit 12 copies of a revised proposed site plan for applications requiring review by the reviewing body and three copies of a revised proposed site plan for applications requiring administrative review.~~

~~82.700~~ **82.500** – Action on Application and Plans.

~~82.710 Upon receipt of the Application and Revised Plans, the Township Clerk shall record the date and transmit seven copies to the Chairman of the reviewing body, two copies to the Township Planning Department, one copy to the Township Fire Department, and one copy to the Township Engineer.~~

~~82.715 A hearing shall be scheduled by the Chairman of the reviewing body for a review of the Application and Plans as well as the recommendations of the Township Engineer, the Township Fire Department, and the Township Planning Department. Members of the reviewing body shall be delivered copies of the same prior to the hearing for their preliminary information and study. The hearing shall be scheduled within not more than 45 days following the date of the receipt of the Plans and Application by the Township Clerk.~~

~~82.720 The applicant shall be notified of the date, time and place of the hearing on his application not less than three days prior to such date.~~

(a) ~~82.725~~ Following the hearing, the **Planning Commission or** Zoning Board of Appeals shall have the authority to approve, disapprove, or modify the proposed plans in accordance with the purpose of the Site Plan Review provisions of the Township Zoning Ordinance and criteria therein contained. Any required modification shall be stated in writing, together with the reason therefor, and delivered to the applicant. The **Planning Commission or** Zoning Board of Appeals may either approve the plans contingent upon the required modifications, if any, or may require a further review after the same have been included in the proposed plans of the applicant. **If further review is required, t**he decision of the **Planning Commission or** Zoning Board of Appeals shall be made by said Board within ~~100~~ **120** days of the receipt of the Application by the ~~Township Clerk~~ **Planning Department**.

(b) ~~82.730~~ Two copies of the approved final Site Plan with any required modifications thereon shall be maintained as part of the Township records for future review and enforcement. One copy shall be returned to the applicant. Each copy shall be signed and dated with the date of approval by ~~the Chairman of~~ the **Planning Commission or** Zoning Board of Appeals for identification of the final approved plans. If any variances from the Zoning Ordinance have been obtained from the **Zoning** Board of Appeals, the minutes concerning the variance, duly signed, shall also be filed with the Township records as a part of the Site Plan and delivered to the applicant for ~~his~~ information and direction.

~~82.800~~ **82.600** – Criteria for Review.

In reviewing the application and site plan and approving, disapproving or modifying the same, the **Planning Commission or** Zoning Board of Appeals shall be governed by the following standards:

(a) There is a proper relationship between the existing streets and highways within the vicinity and proposed deceleration lanes, service drives, entrance and exit driveways and parking areas to ensure the safety and convenience of pedestrian and vehicular traffic. Access for all sites located on an "arterial" or "collector" (as those terms are defined in the Access Management Plan) shall comply with the provisions of Section 67.000, the Access Management Guidelines, and be designed in consideration of the provisions of the Access Management Plan.

(b) That the buildings, structures, and entryways thereto proposed to be located upon the premises are so situated and designed as to minimize adverse effects therefrom upon owners and occupants of adjacent properties and the neighborhood.

(c) **That pedestrian access is considered on the site and within the site for ease of access to the development and that Township Standard Specifications for Sidewalks are met.**

**(d)** That as many features of the landscape shall be retained as possible where they furnish a barrier or buffer between the project and adjoining properties used for dissimilar purposes and where they assist in preserving the general appearance of the neighborhood or help control erosion or the discharge of storm waters. Judicious effort shall be demonstrated to preserve the integrity of the land, existing topography, natural features (i.e., slopes, woodlands, etc.) and natural drainage patterns to the greatest extent feasible.

**(e)** That any adverse effects of the proposed development and activities emanating therefrom upon adjoining residents or owners shall be minimized by appropriate screening, fencing or landscaping.

**(f)** That all provisions of the Township Zoning Ordinance **and General Ordinances, as required,** are complied with unless an appropriate variance therefrom has been granted by the Zoning Board of Appeals.

**(g)** That the height and location of all portions of buildings and structures are accessible to available emergency vehicles and equipment.

**(h)** That the plan will not result in any additional run off of surface waters onto adjoining property.

**(i)** That the plan as approved is consistent with the intent and purpose of zoning to promote public health, safety, morals and general welfare; to encourage the use of lands in accordance with their character and adaptability; to avoid the overcrowding of population; to lessen congestion on the public roads and streets; to reduce hazards to life and property; to facilitate adequate provision for a system of transportation, sewage disposal, safe and adequate water supply, education, recreation and other public requirements; and to conserve the expenditure of funds for public improvements and services to conform with the most advantageous uses of land, resources and properties; to conserve property values and natural resources; and to give reasonable consideration to the character of a particular area, its peculiar suitability for uses and the general and appropriate trend and character of land, building and population development.

**(j)** That the plan as approved is consistent with the Ground-water Protection Standards in Section 69 of the Ordinance.

~~82.900~~ **82.700** – Conformity to approved Site Plan.

(a) Approval of the Site Plan shall be valid for a period of one year after the date of approval. If a building permit has not been obtained and on-site development actually commenced within said one year, the Site Plan approval shall become void and new approval obtained before any construction or earth change is commenced upon the site.

(b) Property which is the subject of Site Plan approval must be developed in strict compliance with the approved Site Plan and any approved amendments thereto or modifications thereof pursuant to Section ~~82.925~~ **82.800**. If any site is not developed in compliance with said Site Plan, the approval shall be revoked. Notice of such revocation shall be made by written notice by the Township to the developer at the last known address. Upon revocation of Site Plan approval, no further construction activities may be commenced upon the site other than for the purpose of correcting any violations.

(c) The Township may, upon proper application by the developer and in accordance with the procedure established in this ordinance, approve a modification to the Site Plan to coincide with the developer's construction, provided such construction satisfies the criteria placed upon the previously granted Site Plan approval and the Zoning Ordinance.

(d) At least one complete set of record construction drawings signed by a licensed architect, engineer, landscape architect, or contractor shall be submitted to the Township **or its designee** at the time of application for a Certificate of Occupancy or, in the case of residential developments before a Building Permit may be issued.

These drawings shall indicate any changes **approved by the Township** to the original site plan. Additionally, the correct location, size, etc. of any preexisting utilities or facilities shall be specified.

~~82.925~~ **82.800** – Amendment to Site Plan.

Once Site Plan approval has been granted by the appropriate reviewing body, significant changes to the approved Site Plan shall require a resubmission in the same manner as the original application except as provided herein.

~~Minor changes to an approved Site Plan, at the discretion of the Planning Director, may be administratively reviewed and approved provided such modifications comply with the criteria contained in the Site Plan approval and with the spirit, purpose and intent of the Township Zoning Ordinance.~~

**The Planning Director may approve minor changes in a final site plan that has been approved by the Planning Commission or Zoning Board of Appeals, upon the submittal of a revised site plan in accordance with the following:**

**(a) Those items outlined in section 82.200 under Administrative Approval.**

**(b) Plantings approved in the landscape plan may be replaced by similar types and sizes of landscaping which provide a similar screening effect on an equal or greater basis.**

**(c) Improvements to site access or circulation, such as deceleration lanes, boulevards, curbing, pedestrian/bicycle paths, but not the addition of new driveways.**

**(d) Changes of building materials or design, fencing, screening, or site amenities which will result in a higher quality development, as determined by the Planning Department.**

**(e) Slight modification of sign placement.**

**(f) Changes required or requested by a county, state or federal agency for safety reasons or for compliance with applicable laws that do not alter the basic design, compliance with the standards of approval, nor any specified conditions of the approved site plan.**

**(g) Situations the Planning Director deems similar to the above that do not alter the basic design, compliance with the standards of approval, nor any specified conditions of the approved site plan.**

~~82.950~~ **82.900** – Performance guarantee.

The Township Zoning Board of Appeals or the Township Planning Commission, as the case may be, shall have the right and authority to require the applicant to file a performance guarantee as a condition of site plan approval.

Additionally, when the full development of the site in accordance with the approved Site Plan cannot be finalized prior to application for occupancy subsequent to the completion and approval of all aspects of the building permit, and a performance guarantee has not already been provided for the subject site improvements or project, the Planning Director of the Township may approve occupancy conditioned upon the provision of a performance guarantee.

Such guarantee may take the form of an irrevocable letter of credit, or cash escrow, or performance bond. Such amount of the guarantee shall be the equivalent of the estimated cost of the improvements or project as submitted by the applicant and verified by the Planning Director. The applicant shall provide an itemized schedule of estimated costs to complete all such improvements or the project. In all instances, the amount shall be adequate to insure the development of the site in accordance with the approved plans therefor.

Such guarantee, if required, shall continue for the duration of the construction and development of the site and until all conditions are satisfied.

Upon request, the Township shall provide for the rebate of any cash escrow or allow for a reduction in the value of a letter of credit or performance bond filed in this connection in reasonable proportion to the ratio of the work completed on the improvements for which the guarantee was required. The amount remaining on deposit shall still provide reasonable security for the completion of the unfinished improvements applicable to the deposit and in no instance be less than 10% the amount of the original performance guarantee until all the site improvements or the project are fully completed.

Whenever required improvements are not installed or maintained within the time stipulated or in accordance with the standards set forth in this Ordinance, the Township may complete the necessary improvements itself or by contract to an independent contractor, and assess all costs of completing said improvements against the performance guarantee, including any interest accrued on said guarantee. The Township shall notify the owner, site plan review applicant, or other firm or individual responsible for completion of the required improvements 30 days prior to the commencement of said completion.

**OSHTEMO CHARTER TOWNSHIP**
**PLANNING COMMISSION**

***2016 MEETING DATES***
***Second and Fourth Thursday of the month***

submitted December 10, 2015

| ***Month*** | ***1st meeting*** | ***2nd meeting*** |
|---|---|---|
| January | 14 | 28 |
| February | 11 | 25 |
| March | 10 | 24 |
| April | 14 | 28 |
| May | 12 | 26 |
| June | 9 | 23 |
| July | 14 | 28 |
| August | 11 | 25 |
| September | 8 | 22 |
| October | 13 | 27 |
| November | 10 | ● |
| December | 8 | ● |

**JOINT MEETINGS (tentative)**

February 16
May 17
September 20