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MEMORANDUM

To: Crockery Township Planning Commission
From: Julie Lovelace
Date: July 7, 2022
Re: Priced Right Auto South – 12200 Cleveland – Site Plan Review

In accordance with the Crockery Township Zoning Ordinance (CTZO), attached is a site plan review application from Priced Right Auto - South for a 6,000 square foot (SF) expansion of the existing 4,744 SF building (10,744 SF total) and parking lot and addition of a retention pond. The parcel address is 12200 Cleveland Street, parcel # 70-04-21-200-035.

Observations and Findings

The 3.3-acre parcel is zoned C-2 General Commercial and is abutted by C-2. The property also lies within the M-104 overlay district. The existing use is auto repair/body shop.

Department Reviews

Fire Department Review

The Fire Department is satisfied with the plan as drawn.

Engineering Review

Kevin Kieft from Prein & Newhof reviewed the plan and provided the attached letter. He anticipated minimal impact to the traffic volume and no additional traffic studies were recommended.

Storm water calculations have been provided since the date of Kevin's letter and have been submitted to the Ottawa County Water Resources Commissioner's office. No response has been received upon the date of this memo.

Site Plan Review Standards

Section 18.08.6 states "The Planning Commission may approve the site plan, disapprove the plan, or approve the plan with conditions...The Planning Commission may waive certain provisions required by the section if it determined they are not applicable or not relevant to the site plan being considered."

As you know, the Planning Commission (PC) shall review the standards provided by Section 18.09 of the CTZO during its deliberations. For your convenience, below is a copy of Section 18.09 along with our comment in italic font to assist with your review:

Section 18.09. STANDARDS. The Planning Commission shall review the site pan for compliance with the requirements of this Ordinance and conformance with the following general standards:

1. Complies with the requirements of this Ordinance

After discussion of all requirements and considerations below, we believe that the site plan, with conditions, may comply with the requirements of this Ordinance. As a result, this standard may be met.

2. Is consistent with the intent and purposes of this Ordinance

One of the stated intents of the C-2 General Commercial District is "...to serve larger residential neighborhoods and transient customers...and be developed based on the type and intensity of the land use." The existing use does serve both neighborhoods and transient customers. The proposed expansion is not anticipated to impose significantly greater intensity in use and is consistent with the intent of the Ordinance. If the PC agrees this standard may be met.

3. Will be compatible with adjacent land uses, the natural environment and the current capacities of public services and facilities

As stated above, the zoning of all abutting properties is C-2 and the use appears compatible. Storm water will be detained on site, to be approved by the Ottawa County Water Resources Commissioner (OCWRC). There is current water service and an existing septic/drain field. The Ottawa County Health Department (OCHD) should review the existing septic prior to issuance of a building permit. Taking into account the above considerations, this standard may be met.

4. Will be consistent with the public health safety and welfare

We believe the proposed use will be consistent with the public health, safety, and welfare, given that this is a planned use in this area and compatible with adjacent zoning/uses. As such, this standard may be met.

5. Complies with the following requirements of other reviewing agencies, as applicable:

- A. Requirements of the Ottawa County Health Department and state and county requirements for soil erosion and sedimentation control.
- B. Driveway and traffic safety standards of the Township and the Ottawa County Road Commission.
- C. Requirements of the Ottawa County Water Resources Commission.
- D. Private streets shall comply with Township private street requirements.
- E. Public streets shall comply with Ottawa County Road Commission requirements.

As stated above, approval should be contingent upon OCHD and OCWRC approval. No revisions to the existing access are proposed. Engineer Kieft stated in his letter that no traffic studies are necessary. Pending the above approvals, this standard may be met.

6. In addition, the site plan shall comply with the following minimum requirements:

- A. Basic Elements of the Site - All elements of the site plan shall be organized harmoniously and efficiently in relation to topography, the size, and nature of the land parcel, the character of adjoining property, and the type and size of buildings.

The site shall be so developed as not to impede the normal and orderly development or improvement of surrounding property for uses permitted by this Ordinance.

The site plan shall comply in all respects with applicable provisions of this Ordinance, including but not limited to the minimum provisions of the zoning district and any applicable overlay district and all generally applicable provisions of the Zoning Ordinance.

All elements of the site plan appear to be organized harmoniously and efficiently, particularly because of the proposed internal access easement that will serve adjacent parcels. As a result of this easement, we do not anticipate that the site will impede the normal development or improvement of surrounding property uses. As a result, this standard may be met.

- B. Buildings and Structures - Building and structures shall be located and arranged in compliance with zoning district requirements and other applicable provisions of this Ordinance.

The current building and proposed expansion are located and arranged in compliance with the zoning district requirements and other applicable provisions of this ordinance. As a result, this standard may be met.

- C. Traffic Circulation - The number, location, and size of access and entry points, and internal traffic and pedestrian circulation routes shall be designed to promote safe and efficient access to and from the site and circulation within the site. In reviewing traffic circulation features, the Planning Commission shall consider spacing and alignment with existing and probable future access points on nearby properties, and may require that provision be made for shared access with adjacent properties.

There is an existing private road easement along the east side of the property and there is a maintenance agreement in place. It is our understanding that once the property to the east is developed, the current entrance to the subject property will be abandoned and the private road will serve as the new entrance. There is also a proposed cross-access easement. The cross-access easement language must be reviewed and approved by the Township Attorney along with proof of recording before construction may commence. As a result of the above considerations, this standard may be met.

- D. Sidewalks - In its approval of a site plan, the Planning Commission may require the providing of sidewalks or other measures for pedestrian circulation.

The site plan shows a sidewalk along the north side of the building next to the barrier-free parking area. Pending PC discussion, this standard appears to be met.

- E. Storm Water Drainage - Storm water detention and drainage systems shall be designed so that the removal of surface waters will not adversely affect the subject property, adjacent or nearby properties or public storm water drainage systems. The plan shall show compliance with the any storm water ordinance adopted by the Township. Storm water plans shall be reviewed by the Ottawa County Water Resources Commission whose comments shall be provided to the Planning Commission.

OCWRC review and approval shall be required. Pending OCWRC review and approval, this standard may be met.

- F. Landscaping - The landscape shall be preserved in its natural state, insofar as practicable, by minimizing unnecessary tree and soil removal. Grade changes shall be in keeping with the general appearance of adjacent developed areas. The site plan shall comply with the landscaping and greenbelt requirements of this ordinance.

Trees will be removed for development of the detention pond; however, the perimeter trees will remain. Buffer yards are not required with the exception of the land lying between the front yard of the property and the edge of the pavement of the public road. The landscaping plan shows existing landscaped areas with shrubs and lawn in this location. Internal parking lot landscaping is provided. Canopy trees must be a minimum of one and one-half caliper at planting per Sections 20.05.5 and 22.03.4.B.iii. In consideration of the above, this standard may be met.

- G. Screening - Where commercial or industrial uses abut residential uses, or where more intensive residential uses abut less intensive residential uses, appropriate screening consisting of attractively designed fencing or screening, or equivalent landscaping, shall be provided to shield residential properties from the effects and view of commercial or industrial uses.

This standard does not apply to this parcel, as it does not abut residential uses.

- H. Lighting - Outdoor lighting shall be designed to minimize glare on adjacent properties and streets, and shall be designed, installed and operated in compliance with any outdoor lighting requirements of this Ordinance.

Three proposed wall mount lights and one pole light are shown on the site plan and their types meet the requirements. The photometric plan also meets the requirements. As such, this standard may be met.

- I. Exterior Uses - Exposed storage areas, machinery, heating and cooling units, service areas, loading areas, utility buildings and structures, and similar accessory areas shall be located so as to have no serious adverse effects on adjacent or nearby properties, and shall be screened as required by the Planning Commission.

None of the above are proposed. As such, this standard may be met.

- J. Utilities - Water supply and sanitary sewage disposal facilities shall comply with all Township, county and state requirements.

The Applicant proposes using the existing water service and existing septic system. Pending OCHD review of the septic system, this standard may be met.

- K. Signs - Signs shall comply with the applicable sign provisions of this Ordinance.

No signage is proposed. For any future signage, the Applicant must obtain a sign permit from Crockery Township.

- L. Outdoor Storage and Waste Disposal - All outdoor storage facilities shall be enclosed by a solid fence or wall of not less than six and no more than ten feet in height, which is adequate to conceal such facilities from adjacent properties and from public view. If materials or wastes are stored outside which might cause fumes, odors and dust or which constitute a fire hazard or which may be edible by rodents or insects, then such materials shall be stored only in closed containers and screened from public view and adjacent properties.

No materials or wastes shall be deposited on a lot or property in such form or manner that they may be moved off the lot or property by natural causes or forces.

Waste materials shall not be allowed to accumulate on a lot or property in such a manner as to be unsightly, constitute a fire hazard, or contribute to unsanitary conditions.

No outdoor storage is proposed. The dumpster will be located on the south side of the parcel out of view and screened by an enclosure. As such, this standard may be met.

- M. Parking and Loading - Off-street parking and loading facilities shall comply with the applicable parking and loading regulations of this Ordinance. Loading and unloading areas and outside storage areas which face or are visible from residential uses or streets shall be screened by a sufficient fence or by landscaping.

The required parking for the new square footage is 36 spaces. The Applicant proposes 37. The maximum lot coverage is 70%. The Applicant proposes 29.5%. No loading area or outside storage are proposed. As such, this standard may be met.

7. Site plan approval shall be conditioned upon the applicant receiving all applicable Township, county and state permits or other approvals, prior to issuance of building permits or within such other deadline or time constraint determined by the Planning Commission in its approval of the site plan.

OCWRC and OCHD approval should be received prior to issuance of a building permit. As such, this standard may be met.

Recommendation, and Draft Motion

The Planning Commission may approve the site plan, disapprove the site plan, or approve the plan with conditions. The PC may waive certain provisions required by the section if it determined they are not applicable or not relevant to the site plan being considered. We believe approval may be appropriate with conditions.

Recommendations and Draft Motion

Given our recommendation of approval, and in an effort to assist with your formulation of a motion in that regard, we offer the following motion for your consideration.

In the event a motion is offered to deny, we will gladly draft that motion for consideration at your next meeting based on your direction.

Motion to approve the site plan as presented, which includes:

- Boundary Survey, C1, revised 6/9/2022, by Feenstra
- Site Plan, C2, revised 6/9/2022, by Feenstra
- Site Plan, C2B, revised 6/9/2022, by Feenstra
- Grading and SESC plan, C3, revised 6/9/2022, by Feenstra
- Landscaping Plan, C4, revised 6/15/2022, by Feenstra
- Priced Right Auto South Drainage packet, dated 5/6/22, by Feenstra
- Priced Right M104 South Site Photometric, dated 6/20/2022, by Visual

With the following conditions:

- Ottawa County Water Resources Drain Commissioner approval should be required prior to issuance of a building permit
- Ottawa County Health Department review of the existing septic should be required prior to issuance of a building permit.
- The cross-access easement language must be reviewed and approved by the Township Attorney along with proof of recording before issuance of a building permit.
- Internal parking canopy trees must be a minimum of one and one-half caliper at planting per Sections 20.05.5 and 22.03.4.B.iii

The proposed is scheduled for your July 19, 2022 meeting. If you have any questions, please let us know.

JL

Planner

Attachments

cc: Erik Erhorn, Supervisor