

AGENDA
CITY OF MARSHALL PLANNING COMMISSION
City Hall-Council Chambers-323 W. Michigan Ave., Marshall, MI
Wednesday – July 8, 2015 – 7:00 p.m.

CALL TO ORDER

ROLL CALL

CONSIDERATION OF MINUTES

Work Session and Regular meeting minutes from June 10, 2015

APPROVAL OF AGENDA

AUDIENCE PARTICIPATION

Items on the agenda-- Citizens who wish to speak on a matter on the agenda may do so when called upon by the Chairman. Those people addressing the Board are required to give their name and address for the record and shall be limited to speaking for a maximum of five (5) minutes on a given matter.

PUBLIC HEARINGS

Public Comment on Zoning Amendment request #RZ15.01 for 309 W. Hanover and 318 S. Grand from Calhoun County to rezone from multiple family residential (MFRD) to Public/Semi-Public (PSP) districts

NEW BUSINESS

1. Review and discuss comments received on Zoning Amendment request #RZ15.01 for 309 W. Hanover and 318 S. Grand from Calhoun County to rezone from multiple family residential (MFRD) to Public/Semi-Public (PSP) districts
2. Recommendation to City Council on #RZ15.01 on 309 W. Hanover and 318 S. Grand from Calhoun County rezoning from multiple family residential (MFRD) to Public/Semi-Public (PSP) districts
3. Receive site plan #SP15.04 for County Storage Building at 318 S. Grand Street
4. Receive site plan #SP15.06 for additions and additional parking at Excelsior, 1506 George Brown Drive
3. Present staff changes to use matrix in zoning ordinance update

OLD BUSINESS

None

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA -- Citizens who wish to address the Board on items not on the agenda may do so at this time. When called upon by the Chairman, please state your name and address for the record. Members of the public shall be limited to speaking for a maximum of five (5) minutes.

REPORTS

Commissioners
City Council Liaison
DDA Liaison
ZBA Minutes: Found online at www.cityofmarshall.com
Staff Reports
Code Enforcement Index

ADJOURN

**MINUTES
MARSHALL CITY PLANNING COMMISSION
WEDNESDAY, June 10, 2015**

On Wednesday, June 10, 2015 at 5:33 p.m. at City Hall, Training Room, 323 W. Michigan Ave., Marshall, MI, the Planning Commission held a work session for the Zoning and Sign Ordinance Update.

Members Present: Commissioners Banfield, Burke-Smith, Collins, Mankerian, McNiff, Meservey, Rodgers, Zuck and Council Liaison Miller (6:41 p.m.)

Members Absent: Commissioner Davis

Also Present: Natalie Dean, Director of Community Services
Lisa Huepenbecker, Building Department Coordinator
Crystal Lane, Assistant
Rod Arroyo, Clearzoning
Mardy Stirling, Clearzoning
Joe Tangari, Clearzoning

Clearzoning staff introduced themselves and gave an overview of the Clearzoning format to be utilized in the Zoning and Sign Ordinance Update. The format consists of seven basic articles with use requirements detailed within each article and hyperlinks to related information.

Clearzoning staff and Commissioners discussed the next steps in the Zoning and Sign Ordinance update process. Commissioners scheduled the next work session on the Zoning Ordinance Update for July 29, 2015 at 6:00 P.M. in the City Hall Training Room. Commissioners also scheduled a Community Open House in order to present the new Zoning and Sign Ordinance format on September 16, 2015 at 5:00 P.M., followed by the Planning Commission regular meeting beginning at 7:00 P.M. that will include a public hearing on the update.

Mardy Stirling introduced the Draft Use Matrix, which identifies all land uses as either permitted by right, a special land use, or an accessory use as it pertains to each zoning district. She asked Commissioners to review the Draft Use Matrix for redundancies in uses and will update the matrix accordingly. They stated that they will provide guidance and potential language for additional use and standards not currently covered under the ordinance.

Joe Tangari discussed that sign regulations will be incorporated into the Zoning Ordinance, and he identified current issues within the current Sign Ordinance that should be addressed. Items that Commissioners were asked to consider included: regulations by use versus district; extracting definitions from the sign ordinance and relocating them to the Definition section; differentiating standards among districts for Business District signage; and maximum sign areas and sign standards for the HCOD.

The Planning Commission work session adjourned at 6:51 p.m.

Submitted by,

Crystal Lane

**MINUTES
MARSHALL CITY PLANNING COMMISSION
WEDNESDAY, June 10, 2015**

In a regular meeting session, Wednesday, June 10, 2015 at 7:00 p.m. at City Hall, Council Chambers, 323 W. Michigan Ave., Marshall, MI, the Marshall Planning Commission was called to order by Chair Davis.

ROLL CALL

Members Present: Commissioners Davis, Banfield, Burke-Smith, Collins, Mankerian, McNiff, Meservey, Rodgers, Zuck and Council Liaison Miller

Members Absent: None

Staff Present: Natalie Dean, Director of Community Services

MINUTES

MOTION by McNiff, supported by Zuck, to accept the minutes of the May 13, 2015 regular meeting as presented. On a voice vote; **MOTION CARRIED.**

AGENDA

MOTION by Banfield, supported by Zuck, to accept the agenda for the June 10, 2015 regular meeting as presented. On a voice vote; **MOTION CARRIED.**

AUDIENCE PARTICIPATION

None

PUBLIC HEARINGS

Public Comment on Draft Master Plan Update - None.

NEW BUSINESS

Receive Zoning Amendment request RZ#15.01 for 309 W. Hanover and 318 S. Grand from Calhoun County to rezone from multiple family residential (MFRD) to Public/Semi-Public (PSP) districts.

Staff stated the Zoning Amendment request includes two locations as Calhoun County has applied to combine 309 W. Hanover and 318 S. Grand into one parcel.

MOTION by Collins, supported by Meservey, to receive Zoning Amendment request RZ#15.01 for 309 W. Hanover and 318 S. Grand from Calhoun County to rezone from multiple family residential (MFRD) to Public/Semi-Public (PSP) districts. On a voice vote: **MOTION CARRIED.**

Set public hearing for Zoning Amendment request RZ#15.01 for July 8, 2015.

MOTION by Banfield, supported by Rodgers, to set public hearing for Zoning Amendment request RZ#15.01 for July 8, 2015. On a voice vote; **MOTION CARRIED.**

Review and discuss comments received on Draft Master Plan Update.

Joe Tangari of Clearzoning discussed the Draft Master Plan Update. He stated the Draft Master Plan Update builds upon the current Master Plan with greater detail in response to demographic changes that have occurred since the last Master Plan Update in 2008. He stated Clearzoning worked to ensure the Master Plan Update aligns with the goals of other community planning efforts, such as the Parks and Recreation Master Plan, Redevelopment Ready Communities best practices and the City Visioning, Goals, and Objectives as set by City Council. He stated one of the most important elements of the plan is the Implementation chapter, which is designed to be utilized throughout the five year life of the plan. He also mentioned the 2015 Draft Master Plan Update introduces new areas, such as Lifecycle Housing, Complete Streets, and further expounds upon the feasibility of enhanced broadband internet service in the community. The Draft Master Plan Update also explored additional options for the redevelopment of Special Project Area I.

Davis asked for clarification on how public comments received on the Draft Master Plan Update were addressed. Tangari stated there were some zoning amendments made in response to comments received from Marengo Township.

Consider approval of 2015 Draft Master Plan Update.

MOTION by McNiff, supported by Mankerian, to approve 2015 Draft Master Plan Update.

On a voice vote: **MOTION CARRIED.**

OLD BUSINESS

None

PUBLIC COMMENTS

Mayor Jack Reed addressed the Planning Commission to express appreciation for the time and effort put forth by commissioners.

REPORTS

Staff reported there will be a work session on the Zoning Ordinance update on July 29, 2015. She also mentioned the regular meeting in September will be moved to September 16, 2015, and there will be a Community Open House that same day prior to the regular meeting to introduce the new format for the Zoning Ordinance.

Collins reported the American Museum of Magic hosted 110 magic historians and magic collectors the weekend of June 6-7, 2015. She noted the visitors gave very positive feedback regarding the community.

Council Liaison Miller reported that the Farmer's Market has been well received by the community and vendors. She stated by mid-summer the number of participating vendors could reach full capacity.

Meservey reported the Farmer's Market is averaging approximately 700 – 800 visitors per day.

Davis reported there is a Ward 5 City Council vacancy and discussed the process for filling the position. He also reported the dissolution of the Chamber of Commerce is now official. He stated Marshall Area Economic Development Alliance will continue to use the Chamber of Commerce brand and will earmark Chamber of Commerce funds for their originally intended purposes.

ADJOURN

The Planning Commission adjourned at 7:33 pm.

Submitted by,

Crystal Lane

Report To: Chairman Davis and Planning Commission Members

From: Natalie Dean, Director of Community Services

Re: Zoning Amendment request #RZ15.01 for 309 W. Hanover and 318 S. Grand from Calhoun County to rezone from multiple family residential (MFRD) to Public/Semi-Public (PSP) districts.

Date: July 8, 2015

Calhoun County owns the two lots at 309 W. Hanover and 318 S. Grand (respectively). The first property, 309 W. Hanover, used to be residential, but the house was demolished due to poor condition. Currently the lot is empty. The second property, 318 S. Grand, is a parking lot that received much higher use when the jail was in operation. Both properties are zoned MFRD, and the County is asking that they both be rezoned to PSP which is a much more appropriate zone for the use on the parcels. The County plans to keep the parking lot for the time being and to build a storage building.

The PSP zone is recommended *“for the purpose of accommodating public areas and land uses available to the residents and businesses of the city, and to provide areas for off-street parking as an accessory use to private land uses in certain adjoining zoning districts. This district is intended to be reserved for dedicated areas of open space, government buildings and uses, and institutional and recreational uses.”* Uses continued and proposed in these areas conform to the permitted uses in the PSP district. Also the County has applied to have the lots combined.



The parcel, as proposed, is situated between MFRD to the west, POSD across the street to the north, and R-3 and POSD to the east. If the rezoning is ultimately approved, staff has had preliminary discussions regarding the level of screening that would be required to protect the residential property bordering to the west before development.

After receiving public comment, commissioners are being asked to give a recommendation to City Council. Tentatively, Council will receive the request and the recommendation at the July 20, 2015 meeting and will hold a second public hearing on August 17, 2015.

ZONING DISTRICT AMENDMENT APPLICATION
for Changing Zoning District Designation
Fee \$150.00

PROPERTY OWNER:

NAME: Calhoun County
(Last) (First)

ADDRESS: 315 W. Green Street Marshall, MI 49068
(Street & Number) (City) (State) (Zip)

TELEPHONE: (A.M.) 269.781.0966 (P.M.) 269.209.6189

REQUEST:

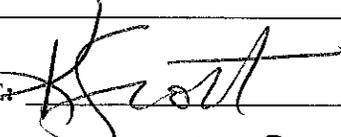
TO REZONE FROM: MFRD to PSP for the following
purpose: For all future activities associated with Calhoun County Government

- ATTACH LEGAL DESCRIPTION OF PROPERTY TO THIS FORM

ADDRESS OF SUBJECT PROPERTY: 309 W. Hanover, 318 S. Grand (parking lot)

EXISTING AND PROPOSED USE OF PROPERTY: House was demolished and there is currently
no use on the property. Proposed use would be storage for Calhoun County Government

NAME & ADDRESS OF ALL OTHER PERSONS, FIRMS, ETC. HAVING A LEGAL CONNECTION
TO THE SUBJECT PROPERTY:

OWNER'S SIGNATURE:  DATE: 5/29/15

CIP 4335 980.000 2014 Bond

-OFFICIAL USE ONLY-

CASE # RZ15.01 FILING DATE 5/29/15 FEE PAID yes RCD BY ND
MPC ACTION _____ DATE _____
COUNCIL ACTION _____ DATE _____
EFFECTIVE DATE _____

REZONING CRITERIA
§156.030 (H)

(H) Rezoning Criteria. For amendment requests to change, create, extend or reduce a mapped zoning district, the Planning Commission and City Council shall use the following as a guide:

(1) The proposed zoning district is more appropriate than any other zoning district, or more appropriate than adding the desired use as a special land use in the existing zoning district.

(2) The property cannot be reasonably used as zoned.

(3) The proposed zone change is supported by and consistent with the goals, policies and future land use map of the adopted city master plan. If conditions have changed since the plan was adopted, as determined by the Planning Commission, the consistency with recent development trends in the area shall be considered.

(4) The proposed zone change is compatible with the established land use pattern, surrounding uses, and surrounding zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values, and is consistent with the needs of the community.

(5) All the potential uses allowed in the proposed zoning district are compatible with the site's physical, geological, hydrological and other environmental features.

REZONING CRITERIA
§156.030 (H)

(6) The change would not severely impact traffic, public facilities, utilities, and the natural characteristics of the area, or significantly change population density, and would not compromise the health, safety, and welfare of the city.

(7) The rezoning would constitute and create an isolated and unplanned district contrary to the city master plan which may grant a special privilege to one landowner not available to others.

(8) The change of present district boundaries is consistent in relation to existing uses, and construction on the site will be able to meet the dimensional regulations for the proposed zoning district listed in the schedule of regulations.

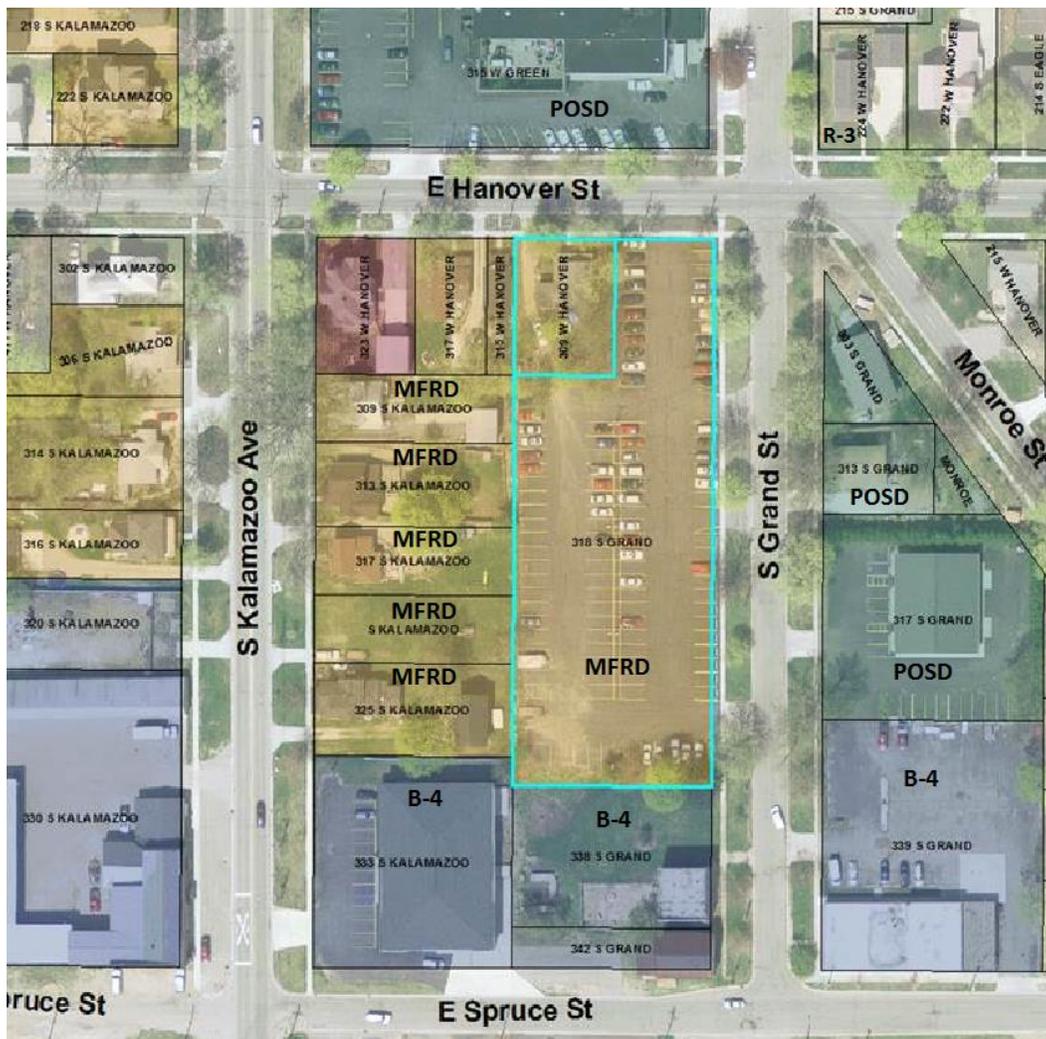
(9) There was a mistake in the original zoning classification, or a change of conditions in the area supporting the proposed rezoning.

(10) Adequate sites are neither properly zoned nor available elsewhere to accommodate the proposed uses permitted in the requested zoning district.

Report To: Chairman Davis and Planning Commission Members
From: Natalie Dean, Director of Community Services
Re: Receive site plan #SP15.04 for County Storage Building at 318 S. Grand
Date: July 8, 2015

Calhoun County has submitted a proposal to build a 40 x 80 storage building on the lot at 318 S. Grand. The plan was initially received by staff on June 9, 2015. Since that time, City staff has an inter-departmental review of the plan and suggested some revisions (see attached staff letter).

In summary, the storage building is proposed to be built in the southern-most end of the parking lot and due to the neighborhood it's in and the size of the lot, there is a mix of zoning districts surrounding the area (MFRD to the west, POSD across the street to the north, B-4 to the south, and R-3 and POSD to the east). Directly surrounding the proposed building, however, is mostly commercial with the exception being the west MFRD properties. Also, the lot at 309 W. Hanover has been combined with 318 S. Grand.

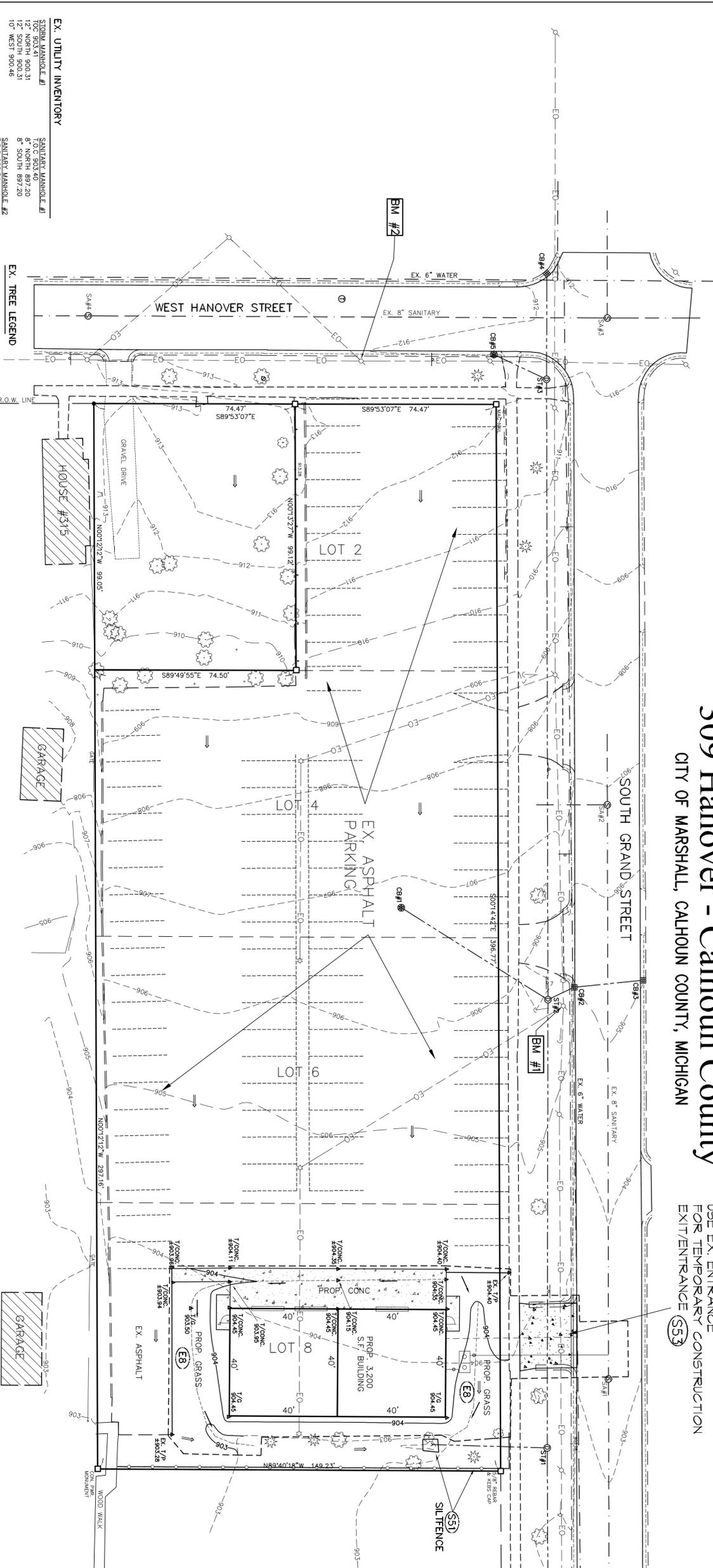
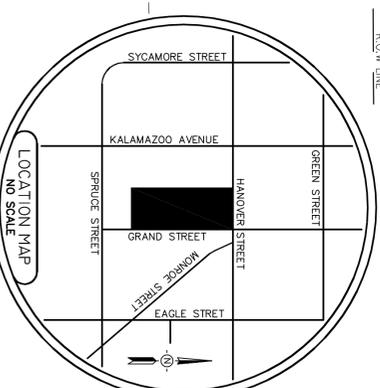
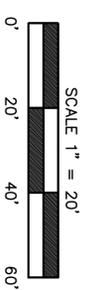


Since the County is also working through the rezoning process, with approval at City Council expected on August 17th, Planning Commission is being asked to receive the site plan at the July meeting. The site plan will be presented for approval at the August 12th Planning Commission meeting, contingent upon zoning amendment approval.

309 Hanover - Calhoun County

CITY OF MARSHALL, CALHOUN COUNTY, MICHIGAN

USE EX ENTRANCE FOR TEMPORARY CONSTRUCTION EXIT/ENTRANCE (S53)



EX. UTILITY INVENTORY

STORM MANHOLE #1	SANITARY MANHOLE #1
T.O.C. 903.41	T.O.C. 903.40
12' NORTH 90.01	8' NORTH 89.20
10' WEST 90.04	8' SOUTH 89.20
STORM MANHOLE #2 <th>SANITARY MANHOLE #2</th>	SANITARY MANHOLE #2
T.O.C. 905.28	SANITARY MANHOLE #2
12' NORTH 90.13	8' NORTH 89.81
12' SOUTH 90.30	8' SOUTH 89.84
8' NE 90.10	SANITARY MANHOLE #3
STORM MANHOLE #3 <th>SANITARY MANHOLE #3</th>	SANITARY MANHOLE #3
T.O.C. 905.02	T.O.C. 911.85
8' WEST 90.92	8' EAST 90.47
CATCH BASIN #1 <th>SANITARY MANHOLE #4</th>	SANITARY MANHOLE #4
INLET E.L. 911.97	T.O.C. 911.85
8' EAST 90.57	8' WEST 89.84
8' SW 90.92	SANITARY MANHOLE #4
CATCH BASIN #2 <th>SANITARY MANHOLE #5</th>	SANITARY MANHOLE #5
INLET E.L. 911.97	T.O.C. 911.85
8' EAST 90.57	8' WEST 89.84
8' SW 90.92	SANITARY MANHOLE #5
CATCH BASIN #3 <th>SANITARY MANHOLE #6</th>	SANITARY MANHOLE #6
INLET E.L. 905.02	T.O.C. 911.85
8' WEST 90.52	8' EAST 90.47
CATCH BASIN #4 <th>SANITARY MANHOLE #7</th>	SANITARY MANHOLE #7
INLET E.L. 911.84	T.O.C. 911.85
8' SOUTH 90.44	8' WEST 89.84
CATCH BASIN #5 <th>SANITARY MANHOLE #8</th>	SANITARY MANHOLE #8
INLET E.L. 911.87	T.O.C. 911.85
8' SE 90.8.2	8' WEST 90.4.8

EX. TREE LEGEND

TREE LEGEND:
C = CONIFEROUS
D = DECIDUOUS
M = MAPLE
S = SYPH
T = TYPICAL TREE
CONIFEROUS TREE
CONIFEROUS TREE
BUSH

EX. LEGEND

●	SET 1/2" BAR WITH CAP
○	FOUND IRON AS NOTED
—	DEED LINE
—	DISTANCE NOT TO SCALE
—	FENCE
—	ASPHALT
—	CONCRETE
—	EXISTING SPOT ELEVATION
—	EXISTING CONTOUR ELEVATION
—	SANITARY SEWER
—	STORM SEWER
—	WATER LINE
—	GAS LINE
—	UNDERGROUND TELEPHONE
—	UNDERGROUND TELEVISION
—	OVERHEAD WIRES
—	SANITARY MANHOLE
—	DRAINAGE MANHOLE
—	ELECTRIC MANHOLE
—	TELEPHONE MANHOLE
—	CATCHBASIN
—	VALVE
—	FIRE HYDRANT
—	UTILITY POLE
—	LIGHT POLE
—	GUY WIRE
—	UTILITY PEDESTAL
—	TRANSFORMER
—	SIEN
—	POST

CONSTRUCTION SCHEDULE & SEQUENCING

PRICE AND UNITARY TEMPORARY EROSION CONTROLS	2018	2019	2020
ALBERT			
SEPTEMBER			
OCTOBER			
NOVEMBER			
DECEMBER			
JANUARY			
FEBRUARY			
MARCH			
APRIL			
MAY			
JUNE			
JULY			

SOIL EROSION CONTROL NOTES:

1. ALL SOIL EROSION CONTROL MEASURES SHALL BE CONSTRUCTED AND MAINTAINED IN ACCORDANCE WITH THE CALHOUN COUNTY ROAD COMMISSION REQUIREMENTS AND PROJECT SPECIFICATIONS.
2. ANY EROSION OR SEDIMENT FROM WORK ON THIS SITE SHALL BE CONTAINED ON THE SITE AND NOT BE ALLOWED TO COLLECT ON ANY MATERIAL AND MANAGE OPEN DITCHES, STREAMS, STORM DRAINS, LAKES AND PONDS.
3. CONTRACTOR SHALL APPLY TEMPORARY EROSION AND SEDIMENTATION CONTROL MEASURES AS REQUIRED AND AS DIRECTED ON THESE PERMANENT STABILIZATION OF SLOPES, DITCHES AND OTHER EARTH CHANGES HAVE BEEN ESTABLISHED.
4. A MINIMUM 50' BY 20' WIDE, 6" DEEP OF CRUSHED STONE OR STONE BECOME LESS EFFICIENT, IT SHALL BE REPLACED. ALL DUST CONTROL SHALL BE EXTENDED TO THE ADJACENT ROAD. PROJECT BY THE CONTRACTORS. A SPRINKLING TANK TRUCK SHALL BE AVAILABLE AT ALL TIMES TO BE USED ON HALL ROUTES OR OTHER PLACING GRASS POSSED AREAS SHALL BE COMPLETED WITHIN 5 DAYS OF FINAL GRADING. AREAS NOT STABILIZED SHALL BE DIVERTED TOWARD RETENTION BASINS.
5. CONSTRUCTION SCHEDULE DELAYS MAY RESULT IN EXTENSION OF SITE DEVELOPMENT CONTRACTOR SHALL INSPECT SOIL EROSION CONTROL MEASURES ON A DAILY BASIS, MORE OFTEN IF NECESSARY. ANY NEEDED REPAIRS SHALL BE PROMPTLY MADE.
6. SITE DEVELOPMENT CONTRACTOR SHALL MEET WITH SOIL EROSION ENGINEER OFFICER FROM TO START OF WORK.
7. ALL DISBURBED AREAS WILL RECEIVE PERMANENT EROSION CONTROL WITHIN 5 DAYS OF FINAL GRADING. AREAS NOT STABILIZED SHALL BE DIVERTED TOWARD RETENTION BASINS.
8. CONSTRUCTION SCHEDULE DELAYS MAY RESULT IN EXTENSION OF SITE DEVELOPMENT CONTRACTOR SHALL INSPECT SOIL EROSION CONTROL MEASURES ON A DAILY BASIS, MORE OFTEN IF NECESSARY. ANY NEEDED REPAIRS SHALL BE PROMPTLY MADE.
9. SITE DEVELOPMENT CONTRACTOR SHALL MEET WITH SOIL EROSION ENGINEER OFFICER FROM TO START OF WORK.
10. UPON FINAL APPROVED INSPECTION OF THE COMPLETED CONSTRUCTION BY ALL REVIEWING AGENCIES, THE CONTRACTOR SHALL REMOVE TEMPORARY SOIL EROSION AND SEDIMENTATION CONTROL MEASURES.

SEQUENCE OF CONSTRUCTION

1. INSTALL ALL TEMPORARY SILT FENCE PER PLAN AND AS SHOWN ON DRAWING.
2. UTILIZE EXISTING GRAVEL ENTRANCE FOR CONSTRUCTION ENTRANCE/EXIT.
3. WHILE MAINTAINING A VEGETATIVE BUFFER WHENEVER POSSIBLE, STRIP AND STOCKPILE TOPSOIL ABOVE AREAS OF PROPOSED STOCKPILED TOPSOIL AREAS WHICH WILL BE NEARLY SUBJECT TO HIGH RUNOFF NOR ALONG STEEP SLOPES SEED AND MULCH STOCKPILES IMMEDIATELY TO PREVENT WIND BLOWN SEDIMENT POLLUTION AND EXCESSIVE DUSTING. PARKING AND UTILITY AREAS SHALL BE STOCKPILED TO NOT EXPOSE AREAS FAR IN ADVANCE OF THE PROPOSED CONSTRUCTION FOR THAT AREA. VEGETATION AND SCARP EXPOSED SURFACES TO REDUCE RUNOFF VELOCITY AND SEDIMENTATION. MAINTAIN VEGETATION WHENEVER POSSIBLE TO PROVIDE A NATURE BUFFER PERPENDICULAR TO EXPOSED STEEP SLOPES AS NECESSARY ALONG THE EXISTING ROAD TO REDUCE RUNOFF VELOCITY AND SEDIMENTATION. USE TEMPORARY CHECK DAMS TO SLOW DOWN AND/OR DIVERT HEAVY RUNOFF WHERE NECESSARY AND MULCH ALL EXPOSED AREAS AS SOON AS FEASIBLE TO PROTECT AND RESTORE PERMANENT VEGETATION.
4. WATER EXPOSED GROUND REGULARLY TO CONTROL AIRBORNE PARTICULATE MATTER.
5. CONTRACTOR SHALL MAINTAIN ALL TEMPORARY AND PERMANENT SOIL EROSION AND SEDIMENTATION CONTROL MEASURES THROUGHOUT THE ENTIRE CONSTRUCTION PROCESS AND UNTIL PERMANENT VEGETATION IS REESTABLISHED IN ALL EXPOSED AREAS. REMOVE ACCUMULATED SEDIMENT FROM ALL STRUCTURES, CONTOUR BARRIERS, AND THE CONSTRUCTION SHALL BECOME FAMILIAR WITH THE RULES AND REGULATIONS OF THAT OFFICE.
6. UPON FINAL APPROVED INSPECTION OF THE COMPLETED CONSTRUCTION BY ALL REVIEWING AGENCIES, THE CONTRACTOR SHALL REMOVE TEMPORARY SOIL EROSION AND SEDIMENTATION CONTROL MEASURES.

SOIL TYPE:

958 URBAN LAND-KALAMAZOO COMPLEX, 0 TO 6% SLOPES

SOIL TYPE:

958 URBAN LAND-KALAMAZOO COMPLEX, 0 TO 6% SLOPES

MEASUREMENTS = 0.22 ACRES

DEVIATES EXISTING DRAINAGE FLOW

DEVIATES PROPOSED DRAINAGE FLOW

SILT FENCE (T/F)

LIMITS OF EARTH DISTURBANCE (T/F)

LEGEND

—	PROPOSED WATER MAIN
—	PROPOSED SANITARY SEWER
—	PROPOSED STORM SEWER
—	PROPOSED HYDRANT
—	PROPOSED GATE VALVE
—	PROPOSED SAN. M.H.
—	PROPOSED STORM M.H.
—	PROPOSED C.B.
—	PROPOSED FIRST FLOOR ELEV.
—	PROPOSED TOP OF CURB ELEV.
—	PROPOSED TOP OF WALK ELEV.
—	PROPOSED TOP OF DRIVE ELEV.
—	DENOTES S.E.S.C. KEYING SYSTEM

EX. LEGEND

●	SET 1/2" BAR WITH CAP
○	FOUND IRON AS NOTED
—	DEED LINE
—	DISTANCE NOT TO SCALE
—	FENCE
—	ASPHALT
—	CONCRETE
—	EXISTING SPOT ELEVATION
—	EXISTING CONTOUR ELEVATION
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—	UNDERGROUND TELEVISION
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—	DRAINAGE MANHOLE
—	ELECTRIC MANHOLE
—	TELEPHONE MANHOLE
—	CATCHBASIN
—	VALVE
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—	TRANSFORMER
—	SIEN
—	POST

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SEQUENCE OF CONSTRUCTION

1. INSTALL ALL TEMPORARY SILT FENCE PER PLAN AND AS SHOWN ON DRAWING.
2. UTILIZE EXISTING GRAVEL ENTRANCE FOR CONSTRUCTION ENTRANCE/EXIT.
3. WHILE MAINTAINING A VEGETATIVE BUFFER WHENEVER POSSIBLE, STRIP AND STOCKPILE TOPSOIL ABOVE AREAS OF PROPOSED STOCKPILED TOPSOIL AREAS WHICH WILL BE NEARLY SUBJECT TO HIGH RUNOFF NOR ALONG STEEP SLOPES SEED AND MULCH STOCKPILES IMMEDIATELY TO PREVENT WIND BLOWN SEDIMENT POLLUTION AND EXCESSIVE DUSTING. PARKING AND UTILITY AREAS SHALL BE STOCKPILED TO NOT EXPOSE AREAS FAR IN ADVANCE OF THE PROPOSED CONSTRUCTION FOR THAT AREA. VEGETATION AND SCARP EXPOSED SURFACES TO REDUCE RUNOFF VELOCITY AND SEDIMENTATION. MAINTAIN VEGETATION WHENEVER POSSIBLE TO PROVIDE A NATURE BUFFER PERPENDICULAR TO EXPOSED STEEP SLOPES AS NECESSARY ALONG THE EXISTING ROAD TO REDUCE RUNOFF VELOCITY AND SEDIMENTATION. USE TEMPORARY CHECK DAMS TO SLOW DOWN AND/OR DIVERT HEAVY RUNOFF WHERE NECESSARY AND MULCH ALL EXPOSED AREAS AS SOON AS FEASIBLE TO PROTECT AND RESTORE PERMANENT VEGETATION.
4. WATER EXPOSED GROUND REGULARLY TO CONTROL AIRBORNE PARTICULATE MATTER.
5. CONTRACTOR SHALL MAINTAIN ALL TEMPORARY AND PERMANENT SOIL EROSION AND SEDIMENTATION CONTROL MEASURES THROUGHOUT THE ENTIRE CONSTRUCTION PROCESS AND UNTIL PERMANENT VEGETATION IS REESTABLISHED IN ALL EXPOSED AREAS. REMOVE ACCUMULATED SEDIMENT FROM ALL STRUCTURES, CONTOUR BARRIERS, AND THE CONSTRUCTION SHALL BECOME FAMILIAR WITH THE RULES AND REGULATIONS OF THAT OFFICE.
6. UPON FINAL APPROVED INSPECTION OF THE COMPLETED CONSTRUCTION BY ALL REVIEWING AGENCIES, THE CONTRACTOR SHALL REMOVE TEMPORARY SOIL EROSION AND SEDIMENTATION CONTROL MEASURES.

SOIL TYPE:

958 URBAN LAND-KALAMAZOO COMPLEX, 0 TO 6% SLOPES

SOIL TYPE:

958 URBAN LAND-KALAMAZOO COMPLEX, 0 TO 6% SLOPES

MEASUREMENTS = 0.22 ACRES

DEVIATES EXISTING DRAINAGE FLOW

DEVIATES PROPOSED DRAINAGE FLOW

SILT FENCE (T/F)

LIMITS OF EARTH DISTURBANCE (T/F)

STREET SWEEPING NOTES:

SOUTH GRAND ST. SHALL BE KEPT CLEAN AND FREE OF DEBRIS. SWEEPING SHALL BE PERFORMED AT LEAST ONCE A DAY WITH A BROOM. SWEEPING SHOULD BE KEPT ON SITE TO DEAL WITH ANY OFF-SITE TRACKING AS IT OCCURS.

NOTE: STORM WATER RUNOFF FROM THIS SITE WILL NOT ADVERSELY AFFECT ADJACENT PROPERTIES.

NOTE: ANY STOCKPILING OF SOIL SHALL BE SURROUNDED BY SILT FENCE SEEBED IF LEFT OVER 30 DAYS.

REVISIONS

NO.	DATE	DESCRIPTION
1	6-8-15	SUBMITTAL

309 Hanover - Calhoun County

GRADING & S&S PLAN

DESIGNER: KEB, INC.

PROJECT MGR: KEB, INC.

DATE: 6-3-15

APPROVED BY: KEB, INC.

SHEET 2 OF 3

AUTHORIZED BY: KEB, INC.

CALHOUN COUNTY

JOB # 89014

KEBS, INC. ENGINEERING

216 HASLET ROAD, HASLET, MI 48840

PH. 517-339-1014 FAX. 517-339-8047

BRVA LAND SURVEYS

2659-781-9800

Marshall Office

PH. 517-339-1014 FAX. 517-339-8047

309 Hanover - Calhoun County

GRADING & S&S PLAN

DESIGNER: KEB, INC.

PROJECT MGR: KEB, INC.

DATE: 6-3-15

APPROVED BY: KEB, INC.

SHEET 2 OF 3

AUTHORIZED BY: KEB, INC.

CALHOUN COUNTY

JOB # 89014

City of Marshall
Application for Site Plan Review



Attn: Planning & Zoning Administrator
323 W Michigan Ave.
Marshall, Michigan 49068

Official Use:

Date Received: 6/9/15 Received by: ND Approved ND
Application Complete: X Fee Paid: Yes \$250.00 Receipt Number: 842115

The following application is made to the City of Marshall Planning Commission in accordance with the provisions of the Planning and Zoning Department.

1. Applicant Information

Address of Property being developed:

309 W. HANOVER & 318 S. GRANT

Owner of Property:

CALHOUN COUNTY LAND BANK (309 HANOVER), CALHOUN COUNTY BUILDINGS AUTHORITY

Address: 315 W. GRANT City: MARSHALL State: MI Zip: 49068

Email: kdsconfig@calhouncountymi.gov Telephone: (269) 781 - 0966 Cell: (269) 841 - 6853

2. Owner's Agent if working for property owner.

Title: _____ Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Email: _____ Telephone: () - Cell: () -

City of Marshall
Application for Site Plan Review

3. Brief description of proposed project

CONSTRUCT GARAGE/STORAGE BUILDING AT SOUTHERN PORTION OF
EXISTING PARKING LOT. REMOVE PAVEMENT TO CONSTRUCT BUILDING

4. Property Information

Zoning District: REZONE TO PSP Are there wetlands present? Yes ___ or No X

Is the property located in a floodplain? Yes ___ or No X

Land Area in square feet: 59,107 Building Area in square feet:
3,200

Number of Square feet of paved areas: 46,743

Is there a lake or stream within 500 feet of the subject property: Yes ___ or No X

Number of parking spaces: Existing 119 or Proposed 93

Has any other agency been contacted for approvals? Yes ___ or No X. If yes, please list those agencies and the date:

Agency	Contact	Date
_____	_____	_____
_____	_____	_____

5. Site Plan Submission Requirements (Review Zoning Ordinance for all requirements)

1. Complete the Application.
2. Review and follow the Site Plan Review checklist.
3. Go to www.cityofmarshall.com - Planning and Zoning and click on Marshall City Code of Ordinances and then type in "156".
4. Submit a certified survey of the property with the site plan.
5. Submit a copy of the deed showing ownership.

City of Marshall
Application for Site Plan Review

6. Authorization (Must be signed by the owner of the property)

I am the owner of record for this property for which this application is being filed and as such, I am familiar with the development being proposed to be carried out on my property.

I hereby, give permission for this application to be filed with the full understanding that certain restriction may be placed on the property relative to the approval of the proposed work.

I further certify that under penalties of perjury, I am to sign this application.

Name (Please Print) Kelli D. Scott

Title: Controller/Administartor Date: 06/08/15

Signature: 

Note: If there are multiple owners of the property or you are representing a group, corporation, or other organization attach a copy of a certified letter authorizing you to sign this application for the proposed development.

LAND USE AND DEVELOPMENT FEES	
PLATS	
Up to 30 Lots	\$450.00
Over 30 Lots	\$650.00
SITE CONDOMINIMUMS	
Up to 30 Lots	\$350.00
Over 30 Lots	\$550.00
SITE PLANS	
Commercial and Industrial	\$250.00 < 30 acres \$350.00 - 30 acres or more
Institutional	\$250.00
Special Land Use	\$250.00
Planned Unit Development (PUD)	\$350.00
Amend a PUD development	\$150.00
Multiple Family Developments (Apartment & Condo's)	\$50 plus \$5.00 per unit or lot minimum fee \$250.00
Additions to existing Site Plans if Planning Commission Review is required	\$100.00
Extending Site Plan with Planning Commission approval	\$150.00

CITY OF MARSHALL

City of Marshall Grease Discharge Control Policy

All non residential establishments that prepare, cook, or dispense food and discharge wastewater to the City of Marshall sanitary sewer system, are required to install and maintain an appropriately sized grease trap/grease interceptor. These establishments include but are not limited to restaurants, school kitchens, hotel kitchens, hospitals, church kitchens, bars, clubs, grocery stores, etc.

The City of Marshall Sewer Use Ordinance prohibits the discharge of grease in amounts that could cause interference or obstruction of wastewater flow. The Sewer Use Ordinance establishes the City's authority to enforce this policy and to impose fines and penalties for non compliance, and to recover costs associated with enforcement & non compliance.

Owners are required to contract a licensed plumber to install a properly sized grease trap/interceptor in accordance with the State of Michigan Plumbing Code. The grease trap or interceptor shall be certified by and/or designed according to the Plumbing and Drainage Institute standards. Prior to final connection to the City's sanitary sewer, the owner must notify the City Plumbing Inspector for inspection. The City of Marshall Wastewater Treatment Department must also be notified. Grease trap/interceptor location and specifications must be provided along with a written employee grease handling policy and an appropriate grease trap/interceptor maintenance schedule. Failure to meet code requirements, or provide required information will result in a denial to connect.

City personnel will inspect grease trap/interceptors and maintenance records on a regular basis. Failure to appropriately maintain a grease trap/interceptor may result in fines and/or disruption of service.

Cross Connections

In an effort to eliminate cross connections, the applicant needs to install backflow prevention devices in accordance with the Michigan Plumbing Code. For non residential water users, backflow prevention devices for facility containment are preferred. Prior to connecting to water services, a cross connection inspection must be scheduled with the Environmental Coordinator.

Marshall Wastewater Treatment Plant Environmental Coordinator:
Cheryl Vosburg 781-3985 x152
Building Official: Frank Ballard 269-209-2094

CITY OF MARSHALL

Site Plan Review Checklist for General Development

Date: 6-8-15

Zoning District REZONE TO PSP

Proposed Use: STORAGE/GARAGE BLDG + EXISTING PARKING LOT

Is this a Permitted Use? Yes No

If yes list section number: 156.17(A)+(B)

Is the property in the Well Head Protection Area? Yes No

NA

Property Address: 309 W. HANOVER & 319 S. GRAND

Information of Responsible Party that prepared plans

Name: KEBS INC. Company

Name: ALLEN PATRICK

Company Address: 2116 HASLETT RD

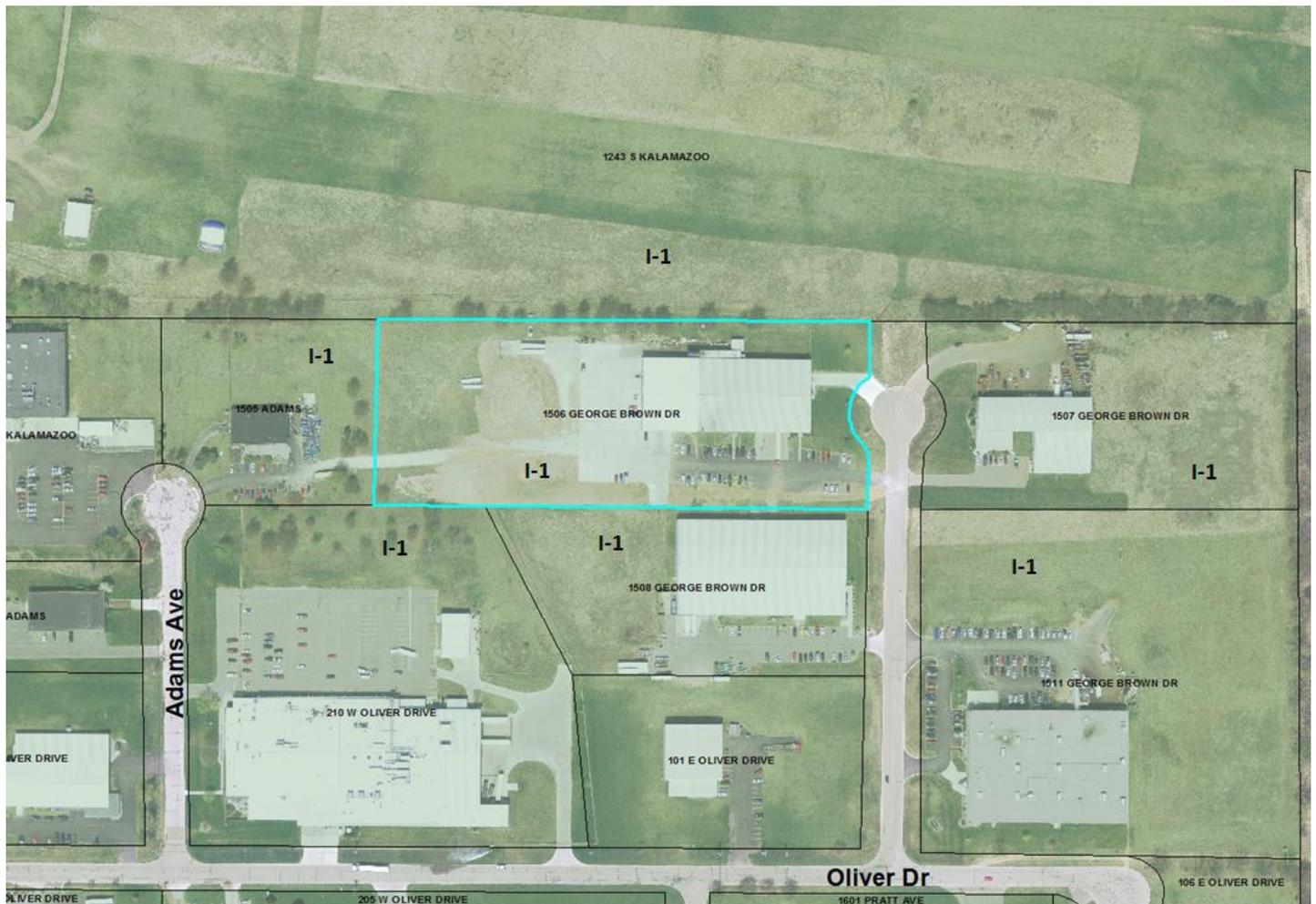
HASLETT, MI 48840

517-339-1014

Report To: Chairman Davis and Planning Commission Members
From: Natalie Dean, Director of Community Services
Re: Receive site plan #SP15.06 for additions and additional parking at Excelsior, 1506 George Brown Drive
Date: July 8, 2015

Excelsior continues to grow and once again, is before Planning Commission with another site plan. This plan should complete development for the property at 1506 George Brown Drive. There are 3 different items being proposed: increased parking site-wide, a front office addition to the east, and a rear plant addition to the west. Due to the extensive plans, staff suggested filing a new site plan and not amending previous plans.

Staff has presented the plan to the LDFA and received their approval at the June 25, 2015 meeting. Also, the front office addition will require a variance, to be heard at the July 16, 2015 ZBA meeting, since it is proposed to be built within the front setback. City staff has an inter-departmental review of the plan and suggested some revisions (see attached staff letter).



Since the proposed plan requires a variance, Planning Commission is being asked to receive the site plan at the July meeting. The site plan will be presented for approval at the August 12th Planning Commission meeting.

E8 PERMANENT SEEDING SPECIFICATIONS

When

- To finalize stabilization of temporary seeding areas or when an area needs permanent stabilization following completion of construction. Also used when vegetative establishment can correct existing soil erosion or sedimentation problem.
- Within 5 days of final grade.

Why

- To stabilize soil and prevent or reduce soil erosion/sedimentation problems from developing.

Where

- Used on construction and earth change sites which require permanent vegetative stabilization.

How

- Review SESS plan and construction phasing to identify areas in need of permanent vegetative stabilization.
- Select perennial grass and ground cover for permanent cover.
- Seed mixes vary. However, they should contain native species.
- Seed mixes should be selected through consultation with a certified seed provider and with consideration of soil type, light, moisture, use applications, and native species content.
- Soil tests should be performed to determine the nutrient and pH levels in the soil. The pH may need to be adjusted to between 6.5 and 7.0.
- Prepare a 3-5" deep seedbed with the top 3-4" consisting of topsoil.
- Slopes steeper than 1:3 should be roughened.
- Apply seed as soon as possible after seedbed preparation. Seed may be broadcast by hand, hydroseeding, or by using mechanical drills.
- Mulch immediately after seeding.
- Dormant seed mixes are for use after the growing season, using seed which lies dormant in the winter and begins growing as soon as site conditions become favorable.

E8 PERMANENT SEEDING SPECIFICATIONS

How

- Protect seeded areas from pedestrian or vehicular traffic.
- Divert concentrated flows away from the seeded area until vegetation is established.

Maintenance

- Inspect weekly and within 24 hours following each rain event in the first few months following installation to be sure seed has germinated and permanent vegetative cover is being established.
- Add supplemental seed as necessary.

Limitations

- Seeds need adequate time to establish.
- May not be appropriate in areas with frequent traffic.
- Seeded areas may require irrigation during dry periods.
- Seeding success is site specific, consider mulching or sodding when necessary.

PERMANENT SEEDING SPECIFICATION
 SEED ALL DISTURBED AREAS WITH THE FOLLOWING SEED MIXTURE OR APPROVED EQUAL. APPLY AT A RATE OF 3 LBS./1000 SF

-APPLY SILT STOP OR APPROVED TACKIFIER TO SEED MIX.

Planting Zones:	Lower Peninsula (South of 120N) Zone 1	Lower Peninsula (North of 120N) Zone 2	Upper Peninsula Zone 3
Seeding Window	4/15 - 10/10	5/1 - 10/1	5/1 - 9/20
Seeding Window	1/1/5 - Freeze	1/1/0 - Freeze	1/1/0 - Freeze
Dormant Seeding*			11/01 - Freeze

Source: Adapted from MDOT Interim 2003 Standard Specifications for Construction

Seeding Dates (with irrigation or Mutch)	Zone 1 Lower Peninsula (South of US 10)	Zone 2 Lower Peninsula (North of US 10)	Zone 3 Upper Peninsula
	4/1 - 8/1	5/1 - 9/20	5/1 - 9/10
4/1 - 5/20 or 5/1 - 6/10	5/1 - 6/10	5/1 - 6/15	
6/10 - 10/1	8/1 - 9/20	8/1 - 9/20	
Dormant Seeding Dates	11/1 - Freeze	10/25 - Freeze	10/25 - Freeze

Source: Adapted from USDA NRCS technical guide #342 (1999)

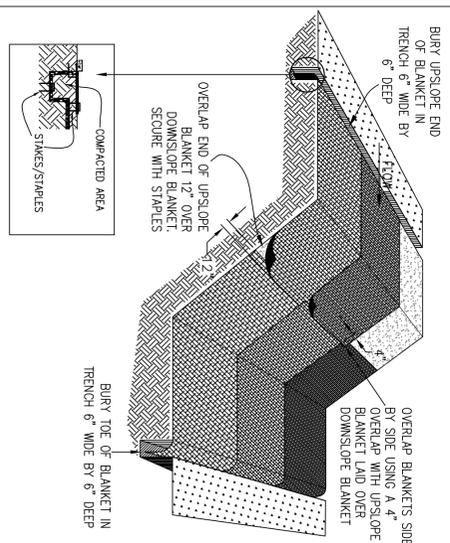
* Dormant seeding is for use in the late fall after the soil temperature remains consistently below 50°F, prior to the ground freezing. This practice is appropriate if construction on a site is completed in the fall but the seed was not planted prior to recommended seeding dates. No seed germination will take place until spring. A cool season annual grass may be added in an attempt to have some fall growth.

- Mulch must be used with dormant seed.
- Do not seed when the ground is frozen or snow covered.
- Do not use a dormant seed mix on grassed waterways.

E8 PERMANENT SEEDING



E9 MULCH BLANKETS



NOTES:

- PLACE MULCH BLANKET PARALLEL TO FLOW AND ANCHOR SECURELY.
- WHEN BLANKETS ARE USED IN FLOWING DITCH, BLANKETS SHOULD NOT OVERLAP IN DITCH CENTER PARALLEL TO FLOW.
- STAPLES INSTALLED/SECURED ACCORDING TO MANUFACTURER'S SPECIFICATIONS.
- WHERE POSSIBLE, CONSTRUCT WITH BIODEGRADABLE MATERIAL.



E9 MULCH BLANKETS SPECIFICATIONS

When

- When seeded areas are subject to erosive surface flows, severe wind, or to protect non-vegetated slopes or areas during the winter.
- Protects seeded areas and slopes against erosion from rain or wind. Holds soil moisture to allow for seed germination and reduces wind desiccation of germinated seeds.

Why

- Use on exposed slopes, newly seeded areas, new ditch bottoms, and other areas subject to erosion.

How

- Prepare subgrade to proper grade and compaction requirements.
- Remove ruts, roots, soil clods, or other debris from surface subject to mulch blanket installation.
- Spread or drill seed.
- Consult with erosion control material supplier to select mulch blanket based on slope gradient, expected surface run-off, and protection term necessary (long or short term).
- Position selected mulch blanket as close as possible to intended use location.
- Install blanket at top of slope, first anchoring toe in trench 6" wide X 6" deep, progressing down-slope or down-gradient, with approximately 12" of blanket extended beyond the up-slope portion of the trench.
- Anchor the blanket with staples/stakes placed approximately 12" apart in the bottom of the trench. Backfill and compact the trench after securing.
- Apply seed to compacted soil and fold the 12" portion of the blanket over compacted area and secure with a row of staples/stakes placed 12" apart across the width of the blanket.
- Unroll the blankets down or horizontally across the slope.



E9 MULCH BLANKETS SPECIFICATIONS

How

- Overlap blanket edges by a minimum of 4" and blanket ends by a minimum of 12". Overlaps should be in the direction of expected flow with the up-slope blanket placed over the down-slope blanket edge.
- Secure down-slope end of blanket with staples/stakes and trench in.

Maintenance

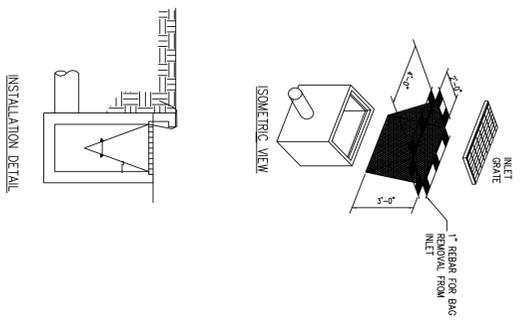
- Check after a rain event to ensure the blanket is still in place.
- Keep eroded soil, vehicular and pedestrian traffic, and concentrated runoff away from the blanketed area.

Limitations

- Mulch blankets and anchors may inhibit mowing.



S58 INLET PROTECTION - FABRIC DROP



When

- When sediment laden stormwater requires treatment before entering a stormwater drainage system.

Why

- To prevent sediment from entering stormwater systems.
- Use in or at stormwater inlets, especially at construction sites or in streets.

Where

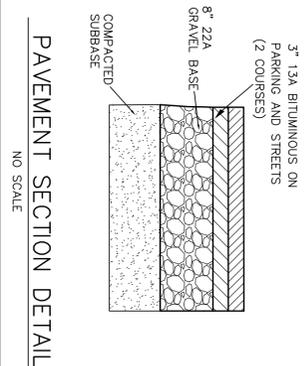
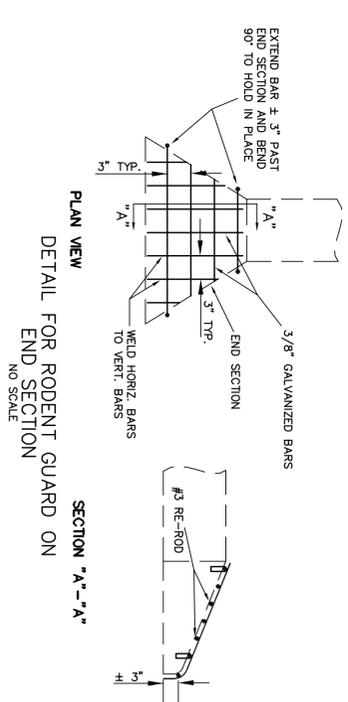
- Drop inlet filters should be inspected routinely and after each major rain event.
- Damaged filter bags should be replaced.
- Clean and/or replace filter bag when 1/2 full.
- Replace clogged fabric immediately.
- If needed, initiate repairs immediately upon inspection.
- Remove entire protective mechanism when upgradient areas are stabilized and streets have been swept.
- Pending may occur around storm drains if filter is clogged.

How

- A filter fabric bag is hung inside the inlet, beneath the grate.
- Replace grate, which will hold bag in place.
- Anchor filter bag with 1" rebar for removal from inlet.
- Flaps of bag that extend beyond the bag can be buried in soil in earth areas.



S58 INLET PROTECTION - FABRIC DROP SPECIFICATIONS



REVISIONS	DATE	BY	DESCRIPTION
1	12-15	ASB	ISSUE FOR BIDDING
2	12-15	ASB	REVISED PER COMMENTS
3	12-11	ASB	REVISED PER COMMENTS
4	12-11	ASB	REVISED PER COMMENTS

72 HOURS BEFORE YOU DIG CALL MISS DIG 800-482-7171 (TOLL-FREE)

KEBS, INC.
 216 HASLETT ROAD, HASLETT, MI 48940
 PH. 517-339-1014 FAX. 517-339-8047

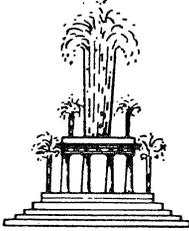
Marshall Excelsior Addition
 1506 George Brown Dr.
 SESS/DETAIL SHEET

DESIGNER: [Signature]
 PROJECT MGR: [Signature]
 APPROVED BY: [Signature]

SCALE: N/A
 DATE: 12-11-12
 AUTHORIZED BY: MARSHALL EXCELSIOR

KES ENGINEERING
 1506 GEORGE BROWN DR.
 SESS/DETAIL SHEET
 APPROVED BY: [Signature]
 SHEET 3 OF 4
 JOB # 86171

City of Marshall
Application for Site Plan Review



Attn: Planning & Zoning Administrator
323 W Michigan Ave.
Marshall, Michigan 49068

Official Use:			
Date Received: <u>6/16/15</u>	Received by: <u>ND</u>	Approved <input checked="" type="checkbox"/>	
Application Complete: <input checked="" type="checkbox"/>	Fee Paid: <u>\$250.00</u>	Receipt Number: _____	

The following application is made to the City of Marshall Planning Commission in accordance with the provisions of the Planning and Zoning Department.

1. Applicant Information

Address of Property being developed:

MARSHALL EXCELSIOR - 1506 GEORGE BROWN DRIVE / MARSHALL, MI 49068

Owner of Property:

JEFFREY BELG / PERTSHIRE INVESTMENTS

Address: 1506 GEORGE BROWN DR City: MARSHALL State: MI Zip: 49068

Email: _____ Telephone: (269) 789-6700 Cell: (269) 589-7211

JZUCK@MARSHALLEXCELSIOR.COM

2. Owner's Agent if working for property owner.

Title: DIRECTOR Name: JIM ZUCK

Address: 1506 GEORGE BROWN DR City: MARSHALL State: MI Zip: 49068

Email: _____ Telephone: (269) 789-6700 Cell: (269) 589-7211

JZUCK@MARSHALLEXCELSIOR.COM

City of Marshall
Application for Site Plan Review

3. Brief description of proposed project

NEW SITE PLAN / MASTER PLAN REVIEW
- PARKING EXPANSION
- OFFICE EXPANSION
- MANUFACTURING FACILITY EXPANSION

4. Property Information

Zoning District: I-1 Are there wetlands present? Yes ___ or No X

Is the property located in a floodplain? Yes ___ or No X

Land Area in square feet: 293,159 Building Area in square feet:
76,000

Number of Square feet of paved areas: 146,954

Is there a lake or stream within 500 feet of the subject property: Yes ___ or No X

Number of parking spaces: Existing ___ or Proposed 306

Has any other agency been contacted for approvals? Yes X or No ___. If yes, please list those agencies and the date:

Agency	Contact	Date
<u>MARSHALL ZONING BOARD</u>	<u>NATOLIE DEAN</u>	<u>5/29/2015</u>
<u>LDFA COMMITTEE</u>	<u>TOM TARKIEWICZ</u>	<u>5/29/2015</u>

5. Site Plan Submission Requirements (Review Zoning Ordinance for all requirements)

1. Complete the Application.
2. Review and follow the Site Plan Review checklist.
3. Go to www.cityofmarshall.com - Planning and Zoning and click on Marshall City Code of Ordinances and then type in "156".
4. Submit a certified survey of the property with the site plan.
5. Submit a copy of the deed showing ownership.

City of Marshall
Application for Site Plan Review

6. Authorization (Must be signed by the owner of the property)

I am the owner of record for this property for which this application is being filed and as such, I am familiar with the development being proposed to be carried out on my property.

I hereby, give permission for this application to be filed with the full understanding that certain restriction may be placed on the property relative to the approval of the proposed work.

I further certify that under penalties of perjury, I am to sign this application.

Name (Please Print) JAMES ZUCK

Title: DIRECTOR Date: 6/12/2015

Signature: 

Note: If there are multiple owners of the property or you are representing a group, corporation, or other organization attach a copy of a certified letter authorizing you to sign this application for the proposed development.

LAND USE AND DEVELOPMENT FEES	
PLATS	
Up to 30 Lots	\$450.00
Over 30 Lots	\$650.00
SITE CONDOMINIMUMS	
Up to 30 Lots	\$350.00
Over 30 Lots	\$550.00
SITE PLANS	
Commercial and Industrial	\$250.00 < 30 acres \$350.00 - 30 acres or more
Institutional	\$250.00
Special Land Use	\$250.00
Planned Unit Development (PUD)	\$350.00
Amend a PUD development	\$150.00
Multiple Family Developments (Apartment & Condo's)	\$50 plus \$5.00 per unit or lot minimum fee \$250.00
Additions to existing Site Plans if Planning Commission Review is required	\$100.00
Extending Site Plan with Planning Commission approval	\$150.00

Accessory drive-through facilities. The drive-through activity can be a more intrusive land use within the district. It will typically have ordering stations, additional vehicle traffic, etc. The city may wish to consider leaving it as an SLU to allow for a public input in the B-2 District and in the B-4 District when located within (insert number) feet from a residential district or land use. The city may also wish to consider including this as principal permitted use in the FS District.

Foster Care Homes. We propose to move the adult and child foster care homes under the generic heading of foster care. They will be defined under that provision.

Adult Foster Care Family Home. The family home are considered a one-family residential use with a maximum of six members residing within the home and the licensee being a member of the household and an occupant of the residence. This should remain in the one-family residential districts as currently provided.

Adult Foster Care Small Group Home. The small group home allows for an occupancy of less than 12 residents and does not require the licensee to be a member or occupant of the residence. This is not specifically provided for in the zoning ordinance. The city may want to consider allowing them as a principal permitted use in the MFRD and a special use in the one family residential districts. The city can stipulate the size of the lot, parking standards, and the like to address the higher intensity use in the one-family residential district.

Adult Foster Care Large Group Home. The large group home allows for up to 20 residents and does not require the licensee to be a member or occupant of the residence. Typically, the large group home is located in the higher density residential districts. The city may wish to consider allowing this use as a principal with standards for location/size of lot, parking area, and the like or as a special use in the MFRD.

Adult Foster Care Congregate Facility. A congregate foster care facility allows for a capacity of more than 20 adults in residence.

Adult Day Care. We are proposing a definition for the adult day care. The city may want to consider allowing this use in the HCOD and PSP as a permitted principal use and as a special use in a residential district and business/office districts. Typical standards include parking areas, drop-off and pick-up areas, access to an arterial or collector street, and hours of operation. Additional provisions may also include an outdoor area that is secure.

Artist Gallery and Artist Lofts. The city does not provide a definition for these land uses. Both of the uses are included in the River District. Does the city consider an artist gallery any different than a typical retail business? An artist loft could be a working loft or a live/work studio. A possible option is to remove the artist gallery as that can be considered a retail business and better define the artist loft and live/work unit.

Convenience Store. The city does not define a convenience store except to limit the size of a retail establishment. The city may wish to consider simplifying the retail language and include this in the general retail. Currently the city delineates between hypermarkets, supermarkets, etc.

Copy Centers and Commercial Printers. The city allows this by right in the B-2 and B-3 Districts. The matrix will be modified. The city may wish to expand this into the B-4 District. This language may be dated based on today's technology, consider including copy centers in personal services. Commercial printers could fall under printing, lithographic, etc., which is allowed in the I-1/I-2 Districts.

Day Care Facilities. A definition will be provided for each type of license. The day care center/facilities/home refer to child care facilities with associated standards.

Dry cleaners. The city may wish to make the language consistent. The B-3 includes dry cleaning under business and professional establishments and requires that the business deal directly with the consumer. In the B-2 District the language states that it shall not include central dry-cleaning plants serving multiple pick-up and drop-off locations.

Elderly housing. Suggest expanding this area pursuant to the master plan. The city may wish to consider clarifying the language for accessory dwelling units, assisted living, and other continuum of care residential options.

Essential Services. Typically essential services are provided for in all districts; however essential service buildings and/or service yards may be limited to the commercial/industrial districts where outdoor storage and non-retail type businesses are allowed. Essential services are permitted by right in I-1 and I-2 with outdoor storage moving it to the special use.

Festivals and Farmer's Markets and similar Open Air Markets. Consider adding this to the PSP and River Districts. Specific development standards could be included to address any locational issues. This would eliminate the "open air market" in the PSP and the "outdoor display and other open air businesses" in the River District.

Fitness facilities. This land use term is included as an accessory use as part of the overall manufactured housing development. Putting it in the matrix is confusing and has limited value. Consider adding this term under Recreation Facilities and allow in more districts. See Recreation Facilities.

Filling station/Fueling station/Service Station/Repair Center. The city may wish to limit the type of service/repair, vehicle type (semi/standard), percentage of convenience store, location, number of access points. Does the city want to allow repair centers in the B-4 District? If so, we can consolidate the land uses. Another option is to exclude or treat as a special use.

Funeral homes. Discuss options in residential districts, HCHSD, etc.

Garages in the MHPD. Suggest removing, similar to the fitness facilities.

Health Clubs. This use is embedded in the medical office text. The ordinance has land use terms for fitness facilities, health clubs and recreation centers, indoor. We would combining these and establishing design standards. Using the term Recreation Facilities and then breaking it into fitness facilities and recreation center, indoor would likely suffice.

Was the intent to have a standalone health club or was it to be accessory to the hospital? If the language stays the same, I would suggest that this be removed from the matrix. See Recreation Facilities.

Hotels. Change heading to Hotels and motels. Add a definition for a motel. A hotel is a principal permitted use under the B-3 and FS districts and a special use under the B-4 district. The city may wish to develop specific standards for the B-3 district. There are standards for the bed and breakfast but these wouldn't apply to a "downtown" hotel. The city may also wish to consider making hotels a special use in the B-3 district but allowing them as a principal permitted use in the B-4 district, with development standards. Motels may be best located in the FS district only.

Institutional. Clearzoning can recommend some alternate term.

Laundromat. Where would you like to see coin laundromats? Special or permitted by right?

Live/work. This could be allowed in the B-3 district as well as the River District.

Manufactured and storage, ice. This type of equipment and water service needed to manufacturer the ice may be the reason it is considered a special land use. We could include some development standards that would address any concerns and move this to a permitted use.

Mechanical amusement device arcades, pinball parlors, and pool or billiard halls. Consider changing to Pool (billiard)/video arcades. Typically these uses are part of another use, i.e., bar or tavern. However, there are some businesses that just operate as a stand-alone facility (ping pong rental/golf).

Mixed-use buildings.

Mixed use buildings with business, commercial or service uses on the ground floor, residential and office uses on the upper floors.

We recommend just using "mixed-use development." Mixed uses are permitted by right in the B-3 District and through special approval in the B-2 District. Consider adding a definition of mixed use development, adding it to the River District and including development standards by district. Where uses go within buildings can be handled in vertical use tables.

Model home, temporary. Remove from matrix.

Motel and transient lodging, not including trailer camps or tents. See comments under Hotel.

Nursing homes. We would suggest that elderly housing, nursing homes, etc. be better defined and included in addition zone districts. They are appropriate for B-2, B-4, HCHSD and possibly PSP. Consider

adding better definition (per licensing requirements) and including development standards by district (if necessary).

Office, administrative, executive and editorial

Offices; newspaper and publishers (not commercial or copy centers)

Offices; professional (legal, financial, governmental. . .)

Offices; real estate and other general business, but not including exhibits or storing of products for sale

These can be combined into a general office use. General offices would be permitted in the POSD, HCHSD, B-3, and B-4.

Office; medical dental and clinics

Medical office should be in a different category or under a Professional office use. You may also want to differentiate between a “clinic” and an “office.” A clinic can be a higher intensity use and may not be desirable in the POSD and B-3 Districts without specific standards.

Open air market. Combine with the festival and farmer’s markets.

Outdoor display and other open air businesses. We recommend leaving this as a special use and consider a method for dealing with short term sidewalk sales. In some communities this is done through a licensing process that requires that the applicant provide information related to the location, duration, etc.

Packaging

Packaging, assembly, fabrication. Manufacturing or treatment of products.

This section needs to be reworked between the I-1 and I-2 Districts. We would recommend a better definition of light industrial and heavy industrial and then simplify it to the land use as defined.

Physical cultural facilities, such as gymnasiums, reducing salons, and beauty schools. The section can be deleted. Indoor recreation center and trade schools cover the most likely land uses.

Plant material nursery for the retail sale of plant material not grown on the site and sale of lawn furniture, playground equipment and garden supplies. This use is a special use under the B-2 District.

Plant nurseries, greenhouses and garden centers, up to a maximum of 10,000 square feet UFA when accessory to a principal use. Consider making any nursery or garden center under 10,000 SF/UFA a permitted use and over a special land use in the B-2 District. This is generally a desirable use to have in the business district and the city may wish to consider adding it to the B-4 District.

Plant nurseries and greenhouse. Recommend leaving this as a special use for the R-1 District.

Processing. This is included in the packaging, assembly list for manufacturing. Eliminate from the matrix.

Pubs, brewpubs, taverns, bars, cocktail lounges, and nightclubs. Does the city want to expand this use into the River District? The current underlying zone identifies breweries, distilleries, wineries, bottling works, and microbreweries as a special use. You may wish to have specific development standards for the River District that would limit the size and type of establishment. The city may also wish to discuss the underlying zoning and whether it is all appropriate based on the current master plan.

Raising and keeping of fowl, cows, rabbits, or similar animals for owner's use and consumption only. This can be eliminated for the matrix – addressed in other ordinances.

Recreation areas or centers, private non-commercial. This is generally swim clubs in residential areas but may include other neighborhood facilities that are not open to the general public. We recommend that this stay as defined.

Recreation centers, indoor. We recommend that this stay as special land use in the B-3 District but remove it from the matrix as an accessory use. The city may wish to provide a broader term, such as Recreation Facilities in the definition section and then define the following: Recreation establishment, indoor, Recreation establishment, outdoor, Fitness facilities, Health Club (if needed), and Dance/exercise use. The city may wish to consider allowing fitness/exercise/dance facilities in more of the districts. Consider the cross-fit uses which typically want to be in a more industrial setting.

Resale clothing shops and boutiques. Eliminate from matrix.

Restaurants. Eliminate this land use term in the matrix. A restaurant is an incidental use to the hospital and is an accessory/incidental use under the I-1 and I-2 Districts when part of the principal building. A stand alone on the same zoning lot as the principal use is a special use and could be listed under the “restaurants, excluding drive-in or drive-through.

Restaurants, excluding drive-in or drive-through. This is a standard restaurant which is permitted under the B-2, B-3, B-4, and FS District. The city may want to break apart the retail and restaurant classification in the FS District – currently embedded into the retail text. Also, consider combining the prior “restaurant” to I-1 and I-2 as a special land use to the matrix with a development standard that it must be on the same zoning lot.

Retail establishments. There are five different types of retail establishments. Move them into on category and then break them apart in the development standards as needed.

Service establishment. This term can stand alone in the list of land uses; however, it should be defined and then just referenced in the B-2 and B-3 Districts. In the B-3 District where they are required to have 50% of the UFA in retail space there should be a development standard included and referenced. The city may want to consider breaking it into “trade” and “personal.”

Studios or schools for arts and craft, photography, music or dancing. Permitted by right in POSD, HCHSD, and B-2. This can be maintained as provided or you could allow for this use in the B-3 district as a special use – already allow indoor recreation facilities as a special land use. It may be appropriate to

have arts and crafts, photography and music studio on a second story of a commercial building – not sure about dance.

Swimming pools, private. Remove from matrix – not necessary.

Swimming pool clubs, non-profit. Remove from matrix – already covered under Recreation centers, private.

Teaching facilities for the creative arts. This could be combined with “studios or schools for arts and crafts, photography, music or dancing.” Is this an acceptable combination?

Therapeutic massage. Permitted by right in POSD, HCHSD, and B-3 with conditions. Consider allowing in B-2 District or is covered under the standards of 156.204?

Therapy or treatment centers. This would be considered a medical office or clinic. Not necessary in the matrix.

Boarding houses (tourist homes), rooming houses, and lodging houses. This is a special use under the MFRD. The city may wish to consider allowing this type of use as a special use in the River District with additional standards.

Trade schools. . . Consider leaving this as a special use in the industrial districts. This type of use often includes a hands-on curriculum that may be more industrial in nature. Private and public educational facilities are addressed under “institutional” land uses.

Veterinary Clinic, excluding outdoor land use for pens boarding or similar use. Simplify by allowing veterinary clinics as a permitted use and the outdoor pens for boarding when associated with a veterinary clinic as a special land use. We are also missing kennels and dog day care facilities (with or without outdoor areas).

Wholesale stores. Do you want to limit the wholesale store to 60,000 SF in the B-2 District? Would you consider an ALDI or Gordon Food Service a retail or a warehouse? If it is retail, you may wish to remove this land use from the list of special uses. The B-4 District has no limits on size of the store and treats it as a special use.

Wireless communication facilities. Permitted by right in the I-2 District. Consider it in the I-1 and PSP Districts with specific development standards?