

Green Development Ventures, LLC
2186 East Centre Avenue
Portage, MI 49002

Eric Zuzga
Director of Community Services
City of Marshall
323 W. Michigan Avenue
Marshall, Michigan 49068

May 14, 2024

Re: Step 1 & 2 Reviews for Valley View Site Condominium Subdivision, 1002 Mann Road (10.4 acres, Parcel #53-003-304-04)

Dear Eric,

Attached please find the combined Step 1 & Step 2 Site Condominium Subdivision Plan Review application package for the above captioned project. Attached are the following documents:

- Completed Site Plan Application & Review Fee (\$450 – site condo; \$500 – storm water)
- Valley View Site Condominium Project Summary Narrative dated May 14, 2024
- Step 1 & Step 2 Site Condominium Plan Set dated May 10, 2024 (two 24" x 36" sets)
- Storm Water Drainage Calculations
- DRAFT Master Deed and Condominium Bylaws

We look forward to discussing this new single family residential subdivision project with the City of Marshall and request this item be scheduled for the June 12, 2024 Planning Commission meeting.

If you have any questions or require additional information, please contact me at your earliest convenience.

Sincerely,



Michael West, AICP
Land Planning Project Manager
Green Development Ventures, LLC
2186 East Centre Avenue
Portage, Michigan 49002
(269) 365-8548
mwest@allenewin.com

**City of Marshall
Application for Site Plan Review**

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

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:

1002 Mann Road

Owner of property being developed:

Green Development Ventures, LLC

Owner's Address:

2186 East Centre Avenue

Portage, Michigan 49002

City

State

Zip

Owner's Phone Number:

(269) 365-8548 (Mike West, Land Planning Manager)

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

Name and Title:

Address:

City

State

Zip

Phone Number:

City of Marshall Application for Site Plan Review

3. Brief description of proposed project

Valley View Site Condominium Subdivision

Phase 1 (17 units), Phase 2 (10 units)

Public streets, public water/sewer

Public/private storm water system

4. Property Information

Is this property located in a floodplain? No

Is this property located in a wetland? No

Land area in square feet? **10.4 acres**

Proposed building area in square feet? **NA**

Proposed paved area in square feet? **NA**

Existing paved area in square feet? **NA**

Lake or stream within 500 feet? **No**

Any other agencies contacted for approvals? **No**

If so, please list:

City of Marshall
Application for Site Plan Review

5. 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) Michael West

Title: Land Planning Manager Date: May 10, 2024

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		\$550.00
Over 30 Lots		\$750.00
SITE CONDOMINIMUMS		
Up to 30 Lots		\$450.00 *
Over 30 Lots		\$650.00
SITE PLANS		
Professional Fees for Consultants		As billed
Commercial and Industrial		\$350.00
Special Land Use		\$400.00
Planned Unit Development		\$500.00
Amend a PUD		\$150.00
Multiple Family Developments (Apartment &		\$50 plus \$5.00 per unit or lot
Additions to existing Site Plans if Planning Commission Review is required		\$100.00
Extending Site Plan with Planning Commission		\$200.00

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Site Plan Review Checklist for General Development

Date: May 10, 2024

Zoning District R-2, Suburban Residential

Proposed Use: Single family site condominium subdivision

Is this a Permitted Use? Yes No

If yes list section number: _____

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

Property Address: 1002 Mann Road (10.4 acres)

Information of Responsible Party that prepared plans

Name: Dan Lewis, PE

Company Name: VK Civil

Company Address: 4664 Campus Drive, Suite 111

Kalamazoo, Michigan 49008

(269) 207-4438

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Zoning Ordinance, Article 6: Development Procedures: Section 6:3 - Site Plan Review is needed when:

- (A) - Any use or development stipulated elsewhere in the ordinance.
- (B) - All uses subject to land approval.
- (C) - Any areas for which off-street parking is required except for single- and two-family dwellings on a single lot.
- (D) - All permitted use, new construction, or any change of use lying contiguous to or across the street from a residential district.
- (E) - All residentially related uses permitted in a one-family district such as, but not limited to, institutional uses, churches, or public facilities.
- (F) - Any new use, addition or accessory structure that requires additional off-street parking to that already provided.
- (G) - Site plans for subdivisions and site condo developments.
- (H) - All uses not otherwise included within a specific use district.
- (I) - Any use for which the zoning administrator determines that PC review is necessary to determine compliance with the zoning ordinance.
- (J) - Amendments to approve site plans, except that the City Manager may approve minor modifications.

Note: Staff will review all plans prior to submitting them to Planning Commission.

Development Procedures: 6.3 – Site Plan Review: The following information should be included in your site plan:

- Plans submitted for site plan review shall be stamped by a design professional licensed by the State of Michigan such as a landscape architect, architect, or civil engineer.
- Site plans shall be drawn to an engineer's scale appropriate for a sheet size of at least 24 by 36 inches, not to exceed one (1) inch equals 50 feet. If a large development must be depicted in sections on multiple sheets, then an overall composite sheet shall be provided.
- Date, north arrow scale, existing zoning, zoning of adjacent properties, legal description of the property, easements, and the names and addresses of the

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architect, planner, designer, or civil engineer responsible for the preparation of the site plan.

- X** The dimensions of all lot and property lines, showing the relationship of the subject property to abutting properties and a boundary survey of the parcel.
- X** The location, height and dimensions of all existing and proposed structures on the subject property and all existing structures within 100 feet of the subject property.
- NA** A finished floor elevation and exterior building elevation drawing shall be submitted with the site plan.
- X** The location of all existing and proposed drives, walks and parking areas.
- X** The location and right-of-way widths of all abutting streets and alleys.
- X** The location and size of all existing and proposed sanitary sewer lines, water lines, and storm drainage facilities must be shown.
- X** The location and size of all existing and proposed electric, natural gas, telephone, cable TV and solid waste disposal facilities must be shown.
- NA** The location, height area of illumination and fixture details of all existing and proposed lighting shall be provided. All lighting shall be located and oriented to have a minimal impact on adjacent properties.
- NA** The size, height, location and illumination of all existing and proposed signs shall be provided to insure ordinance compliance.
- X** The location of existing natural features such as wooded areas, floodplains, wetlands, drainage courses, and a topographic survey of spot elevations of the site.
- X** Other information as requested by the Zoning Administrator or Planning Commission to verify that the site and use follow the Ordinance.
- X** The Planning Commission may waive any of the foregoing requirements determined unnecessary for site plan review purposes.

Valley View Site Condominium Subdivision

Step 1 & 2 Plan Review

Project Summary Narrative

May 14, 2024

Project Objectives

The purpose and objective of the Valley View Site Condominium Subdivision project is to provide much needed quality residential housing opportunities in a desirable location within the City of Marshall. The Valley View project proposes a total of 27 single family residential homes on 10.4 acres located east of Allen Road and south of Okeefe Road (PPN 53-003-304-04). Construction of this new single family subdivision will enhance local property values and the overall community by providing much needed and quality housing options to current and future residents.

Site Condominium Subdivision/Major Project Elements

The concurrent submittal of Step 1 (Tentative Preliminary Site Condominium) and Step 2 (Final Preliminary Site Condominium) for Valley View has incorporated the applicable requirements outlined in Chapter 6.1, Condominium Development Standards and Section 155.20 thru 155.57, Subdivision Procedure. Major project elements of this single family residential subdivision are summarized below.

- Residential Components/Phasing. The Valley View Site Condominium Subdivision proposes a total of 27 single family homes sites on 10.4 acres with an overall development density of 2.6 units/per acre constructed in two development phases. Phase 1 will include 17 units and construction of Valley View Court (from Allen Road) along the southern portion of the property with construction anticipated to commence in Spring 2025. Phase 2 will include 10 units and construction of Mann Road (from OKeefe Road) along the northern portion of the property with construction anticipated to commence Spring 2026.

Single family homes within the Valley View subdivision will include a mixture of ranch, two-story and bi-level homes ranging between 1,400-2,200 square feet in size with individual floor plans ranging from 3-5 bedrooms, 2-3 bathrooms and an attached 2-car garage. Home values are anticipated to range from the upper \$200s to the upper \$300s.

- Minimum Lot Sizes and Building Setbacks. The subject property is zoned R-2, Suburban Residential which establishes the following minimum lot size/width and building setbacks standards:

Lot Size/Width: 9,000 square feet/65 feet wide

Front Setback: 30 feet

Rear Setback: 25 feet

Side Setback: 8 feet

- Access, Utilities and Storm Water Management. Access to the Valley View subdivision will be provided through a public street cul-de-sac (Valley View Court) from Allen Road in Phase 1, and a public street cul-de-sac (Mann Road) from OKeefe Road in Phase 2. Municipal water and sanitary sewer will serve the project, along with private franchise utilities. Storm water from the subdivision will be collected and conveyed to an infiltration basin located in the southeast portion of the development.
- Site Condominium Governing Documents. The Valley View project will be subdivided as a Site Condominium Subdivision and will be governed by a Master Deed and Condominium Bylaws. A Homeowner's Association (HOA) will be established with a scope of authority that includes architectural review, community upkeep, and financial management. Each homeowner will pay a nominal annual fee for general operations and maintenance of the private portion of the storm water management system.