Planning Commission Regular Meeting

July 20, 2022 6:30PM

Big Rapids City Hall 226 N Michigan Ave

- 1. Call to Order
- 2. <u>Pledge of Allegiance</u>
- 3. <u>Roll Call</u>
- 4. Approval of Minutes
 - a. June 15, 2022
- 5. Public Comment Unrelated to Items on the Agenda
- 6. Public Hearing
 - a. Site Plan Review for a New Gas Station and Food Mart at 827 N State Street
- 7. General Business
 - a. Continued Discussion of Proposed RRC and Form-Based Code Amendments to the Zoning Ordinance – Residential Districts and Zoning Map
- 8. <u>Unscheduled Business</u>
- 9. Adjourn

CITY OF BIG RAPIDS PLANNING COMMISSION MINUTES June 15, 2022 Unapproved

Chair Jane called the June 15, 2022 regular meeting of the Planning Commission, to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE

- **PRESENT** Jacob Buse, Kasey Thompson, Kate McLeod, Megan Eppley, and Chris Jane
- **EXCUSED** Sarah Montgomery
- ABSENT Rory Ruddick
- ALSO PRESENT Paula Priebe, Community Development Director Emily Szymanski, Planning & Zoning Technician

APPROVAL OF MINUTES

Motion was made by Kate McLeod, seconded by Jacob Buse, to approve the minutes of the May 18, 2022 meeting of the Planning Commission as presented, with no changes. Motion was passed with all in favor.

PUBLIC COMMENT NOT RELATED TO ITEMS ON THE AGENDA

None heard

PUBLIC HEARINGS

None

<u>GENERAL BUSINESS</u> Revised Site Plans for a Facility Expansion at 730 Water Tower Road

Szymanski stated that at the May Planning Commission meeting, the initial Site Plan was presented to Commissioners. During staff review, Engineering Technician, Matt Ruelle, had concerns regarding the proposed retention pond needing additional inlets and needs to be deeper. Community Development Director, Paula Priebe, stated concerns regarding the number of parking shown and the lack of bicycle parking. Priebe also stated that the initial Site Plan needed more deciduous trees along the right-of-way and no principal structure landscape was shown in the Plan. After the revised Site Plans were distributed and reviewed, all concerns expressed in the initial Site Plan were addressed. Due to the addition of the basement and the need for air exchange, there is no room for the landscaping on the east side of the building. However, the Applicant has provided the required amount of landscaping in another location.

Motion was made by Megan Eppley, seconded by Kasey Thompson, that the Site Plan Review Application for a facility expansion at 730 Water Tower Road (PIN 17-15-300-003), be approved, because it meets all of the Criteria for Review set in Section 9.6 of the Zoning Ordinance.

UNSCHEDULED BUSINESS

None

There being no further business, Chair Jane adjourned the meeting at 6:50 PM with all in favor.

Respectfully submitted,

Emily Szymanski Planning & Zoning Technician and Planning Commission Secretary

STAFF REPORT TO THE PLANNING COMMISSION

TO:	Planning Commission
FROM:	Paula Priebe, Community Development Director
SUBJECT:	Site Plan Review for a New Gas Station and Food Mart at 827 N State Street
DATE:	July 20, 2022

Introduction

Applicant Krist Oil Company is applying for Site Plan Review for new gas station and food mart at 827 N State Street (PIN 17-10-278-008). Their proposal will utilize the property at 827 N State St as well as the adjacent parcel at 819 N State Street (PIN 17-10-278-009). Krist Oil Company will be utilizing the combined 0.688 acre site for their new development. This parcel is zoned C-3 Commercial and is located on the north side of Big Rapids.

A Location Map and several images of the site are attached. See also the set of Site Plans included with the packet.

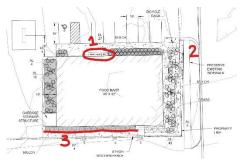
Site Plan Review Process and Procedure

The Site Plan Review Application was received by the Community Development Department on June 29, 2022 and was deemed in compliance with Section 9.4. of the Zoning Ordinance which stipulates required Site Plan Review application materials. As required by Ordinance, Site Plan Reviews must go through a public hearing process. Notice was posted in the Big Rapids Pioneer on Wednesday, July 7, 2022 and sent to all property owners within 300 ft of the site.

The Site Plans were shared with the Fire Marshal, the Public Works Department's Engineering staff, the Building Official, and the Zoning Administrator for their review.

<u>Public Safety</u> – Fire Marshal Jeff Hull reviewed the site plans and found a few items he needs to see changed. The location of these items is noted in the diagram. They are as follows:

- 1. Required: Bollard posts in front of the propane cages.
- 2. Required: New fire hydrant in the Right of Way along N State Street near the northeast corner of the building.
- 3. Suggested: Change material behind the building, next to the privacy fence, from mulch to stone.



<u>Public Works</u> - Plans were by Engineering Technician Matt Ruelle as regards infrastructure connections and stormwater. He found that all calculations and design looks good. The one issue is that they want to discharge into MDOT's storm system.

"The stormwater collection system is designed to be underground with a controlled outlet leading to the catch basin on the SW corner of W Pere Marquette and N State St. This catch basin belongs to MDOT and is tied into MDOT's stormwater system. Permission from MDOT will be needed for this connection. This Plan meets the City's Ordinance, if MDOT will grant permission to tie into the catch basin on W Pere Marquette St, which is still in the N State St Right-of-Way."

<u>Zoning</u> – Plans were reviewed by the Community Development Director as to their standings as regards the Zoning Ordinance, reviewing the plans for compliance with the Ordinance as regards setbacks, parking spaces and drive lanes, buffer zones, landscaping, lighting, etc. Zoning notes on the plans are detailed below:

- Parking Spaces: Based on an analysis of the facility and the standards of Article 5 of the Zoning Ordinance, the facility requires 18 parking spaces. They have provided 18 parking spaces; 10 spaces under the canopies and 8 spaces at the storefront.
- Landscaping: Commercial facilities require 1 parking lot tree per seven parking spaces, greenbelt plantings of one tree per 30 linear feet of street frontage, and principal structure landscape beds around 75% of the facility. The Landscape Plan meets these requirements.
- Site Lighting: The Application included the required Photometric Plan, which meets the required brightness levels. There is some concern that the lighting is directed appropriately and shielded to buffer light from negatively impacting surrounding residential areas, particularly around the Diesel Canopy which has the nearest proximity to a residential home.
- Buffer Zones: When adjacent properties have different Zoning Districts, the Ordinance has standards for Minimum Buffer Zones to alleviate conflict between uses, found in Section 8.3 of the Zoning Ordinance. The Applicant is a C-3 which is a Level 3, and the neighbors are R-1 which is a Level 1. When a Level 3 site is adjacent to a Level 1 site, the Ordinance requires an A Type Landscape Buffer or a 6 foot high wall/fence. The

intent of these Buffer Zones is to "sufficiently screen the parking lot, vehicle headlights, loading zones, outdoor display signs, storage areas, and use". As shown in the Pictometry image at right, the residential properties across the alley all abut the alley with a parking area, garage building, or 6 ft tall privacy fence. It is the opinion of Staff that the Buffer Zone requirement is met by these existing fences, walls, and parking areas.



- Bicycle Parking: The Site Plan calls out a bicycle parking rack, which is then detailed on Sheet 12. This proposed rack does not meet the standards of Section 5.7:2 (3) of the Zoning Ordinance which requires "inverted U" or "post and ring" style racks.
- Concern: The review did not find an area designated for a snow plow pile. How will snow accumulation be addressed on the site?

Criteria for Review of Site Plan Review Applications

Section 9.6 of the Zoning Ordinance sets criteria for reviewing Site Plan Review applications:

- 9.6:1 That 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 movement. With respect to vehicular and pedestrian circulation, including walkways, interior drives, and parking, the site shall be developed so that access points, general interior traffic circulation, pedestrian circulation, and parking areas are safe and convenient and, insofar as practicable, do not detract from the design of the proposed buildings and existing structures on neighboring properties.
- 9.6:2 All elements of the site plan shall be harmoniously and efficiently organized in relation to the topography, the size and type of the lot, the character of adjoining property, and the type and size of buildings. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this Ordinance.
- 9.6:3 That as many natural 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. The landscape shall be preserved in its natural state, insofar as practical, by minimizing tree and soil removal, and by topographic modifications which will result in maximum harmony with adjacent areas.
- 9.6:4 That any adverse effects of the proposed development and activities emanating there from which affect adjoining residents or owners shall be minimized by appropriate screening, fencing, landscaping, setback and location of buildings, structures and entryways. All loading and unloading areas and outside storage areas, including areas for the storage of refuse, which face or are visible from residential districts or public thoroughfares, shall be screened by a vertical screen consisting of structural or plant materials no less than six (6) feet in height.
- 9.6:5 That the layout of buildings and improvements will minimize any harmful or adverse effect which the development might otherwise have upon the surrounding neighborhood. Physical improvements including sidewalks, drives and parking areas shall be built to adequate standards to minimize premature deterioration. Sites at which hazardous substances are stored, used or generated shall be designed to prevent spill or discharges to the air, surface of the ground, groundwater, streams, drains or wetlands. Secondary containment for above ground storage of hazardous material shall be provided.
- 9.6:6 That all provisions of all local ordinances, including the City Zoning Ordinance, are complied with unless an appropriate variance therefrom has been granted by the Zoning Board of Appeals.

Planning Commissioners are encouraged to review the Application against the Criteria in Section 9.6 to decide if they find it meets or fails to meet them. These Criteria shall be used to decide the Action taken by the Planning Commission.

Action

Three options lay before the Planning Commission regarding Site Plan Review Applications: Approval, Denial, or Approval with Conditions. Explanations and sample motions are below.

Approval

An approval motion is appropriate when the Application meets the Standards of the Zoning Ordinance and approves the Application. Sample motion:

"I move that the Site Plan Review Application for a new gas station and food mart at 827 N State Street (PIN 17-10-278-008), be approved, because it meets all of the Criteria for Review set in Section 9.6 of the Zoning Ordinance."

Approval with Conditions

An approval with conditions motion is appropriate when the Application meets the Standards of the Zoning Ordinance, but the Planning Commissioners believe a few minor conditions or alterations are required. This motion approves the Application contingent upon the listed conditions. Sample motion:

"I move that the Site Plan Review Application for a new gas station and food mart at 827 N State Street (PIN 17-10-278-008), be approved with conditions. The Application meets the Criteria for Review set in Section 9.6 of the Zoning Ordinance, but conditions are required to (*select from the relevant reasons below*)

- (1) Ensure that public services and facilities affected by the proposed land use or activity will be capable of accommodating increased service and facility loads caused by the land use or activity.
- (2) Protect the natural environment and conserve natural resources and energy.
- (3) Ensure compatibility with adjacent uses of land.
- (4) Promote the use of land in a socially and economically desirable manner.

The following conditions are required to address this need: (*list conditions [such as requiring additional permits, revising plans to show needed changes, demonstrating adequacy of the stormwater detention facilities, among others] here*).

A revised, dated site plan and documents addressing the above shall be submitted for staff approval within 60 days."

Denial

A denial motion is appropriate when the Application fails to meet the Standards of the Zoning Ordinance and ends the application process. Sample motion:

"I move to deny Site Plan Review Application for a new gas station and food mart at 827 N State Street (PIN 17-10-278-008), because it does not meet Criteria 9.6:X of the Zoning Ordinance. (*Fill in the X with which number Criteria the application does not meet.*)"

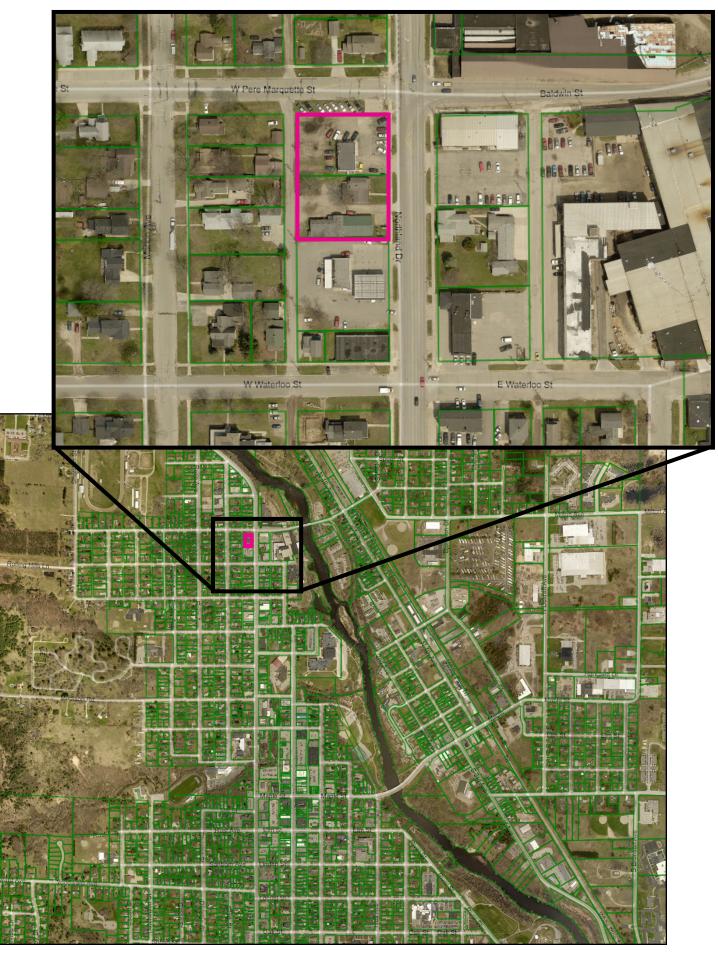
Recommendation

Staff recommends **approval with conditions** of the Site Plan Review Application for a new gas station and food mart at 827 N State Street (PIN 17-10-278-008), as it meets the Criteria for Review found in Section 9.6.6 of the Zoning Ordinance, but conditions are required to ensure that public services and facilities affected by the proposed activity will be capable of accommodating increased service and facility loads caused by the land use or activity and to ensure compatibility with adjacent uses of land. The conditions Staff propose requiring include:

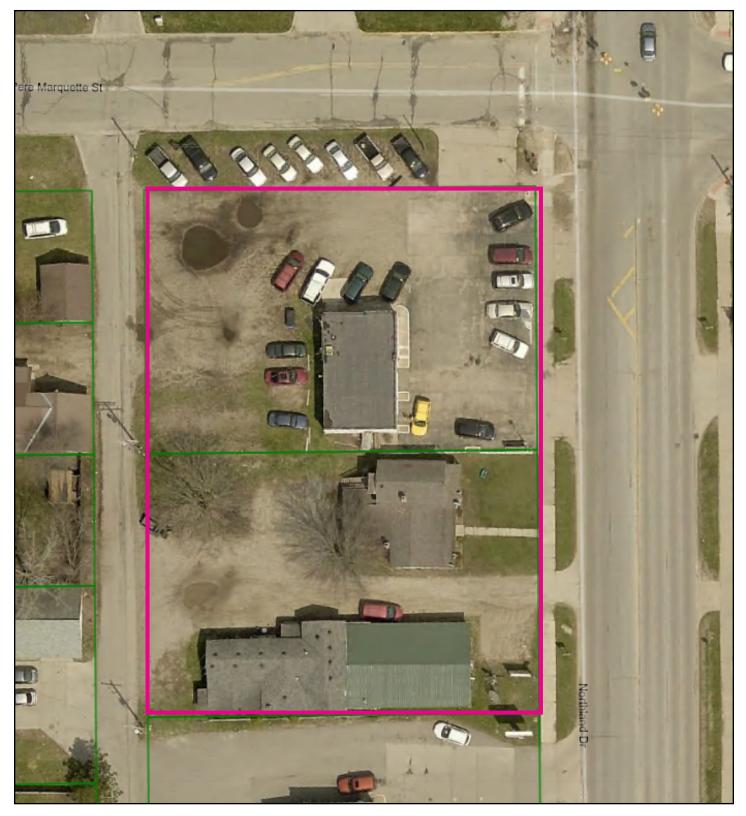
- Add bollard posts in front of the propane cages.
- Add a new fire hydrant in the Right of Way along N State Street near the northeast corner of the building.
- Change material behind the building, next to the privacy fence, from mulch to stone.
- Show documented permission from MDOT to tie into their stormwater system.
- Switch the bicycle parking rack to "inverted U" or "post and ring" style racks.

A revised, dated site plan and documents addressing the above shall be submitted for staff approval within 60 days.

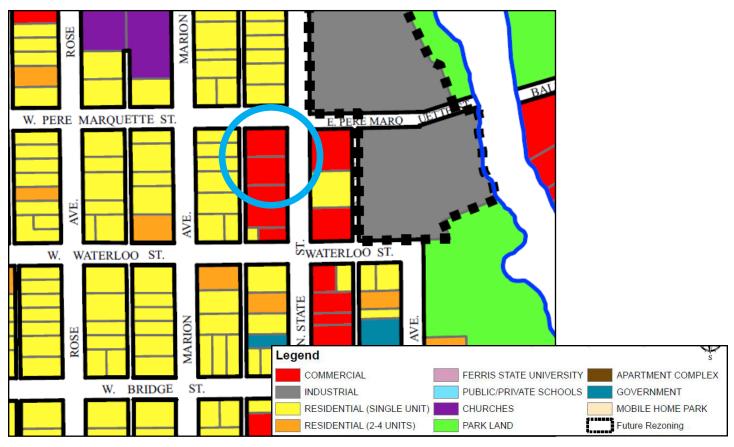
Location Maps



Aerial Imagery



Excerpt from Future Land Use Map



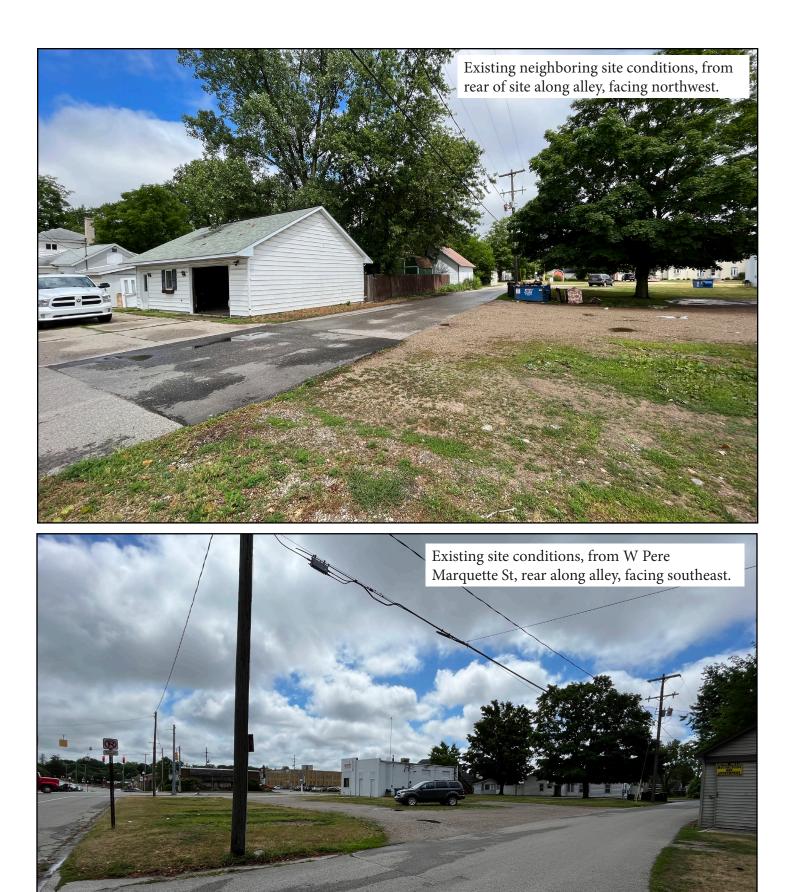
Excerpt from Zoning Map













CITY OF BIG RAPIDS DEPARTMENT OF COMMUNITY DEVELOPMENT

SITE PLAN REVIEW APPLICATION

APPLICANT NAME: Krist Oil Company, Inc.
APPLICANT ADDRESS: 303 Selden Road, Iron River, MI 49935
APPLICANT PHONE NUMBER: 906.265.6144 [Email krist@kristoil.com
PROJECT TITLE: Krist Food Mart
PROJECT ADDRESS/LOCATION: 827 North State Street
SUBJECT PROPERTY OWNER: See Attached
LEGAL DESCRIPTION OF PROPERTY (attach separate sheet) See Attached
SUBJECT PROPERTY ZONNG: SITE SIZE (ACRES): ^{0.70}

LIST ALL REQUIRED STATE AND FEDERAL PERMITS ON SEPARATE SHEET

In compliance with Section 9.4 of the City of Big Rapids Zoning Ordinance, twelve copies of a complete proposed site plan must be submitted to the Department of Community Development, a minimum of twenty one days prior to the Planning Commission hearing date. Failure to submit complete plans, a completed application form and filing fee may result in the site plan review hearing being delayed.

SITE PLAN INFORMATION REQUIREMENTS

TWELVE COPIES (12) of the proposed site plan, drawn on 24" x 36" paper

SCALE OF 1" = 20' for sites up to three acres and 1" = 100' for sites over three acres

LEGEND including north arrow, scale, date of preparation and name, address and telephone number of individual or firm preparing the plan

SEAL of professional architect, engineer or surveyor preparing the plan

LOCATION MAP indicating relationship of the site to surrounding land use

LOT LINES together with dimensions, angles and size correlated with the legal description, which is tied to existing monumentation

TOPOGRAPHY of the site in two foot contour intervals

NATURAL FEATURES such as wood lots, streams, rivers, lakes, wetlands, unstable soils and similar items

MAN MADE FEATURES within 100 feet of the site

BUILDING SIZE, height, finish floor and grade line elevations, yard setbacks and square footage. Front, side and rear elevations drawings of proposed structures.

FLOOR PLAN of structures showing existing and proposed uses (used to verify gross vs. usable floor areas and principal vs. accessory uses).

STREETS, driveways, sidewalks and other vehicle or pedestrian circulation features upon and adjacent to the site shall be shown

PARKING SPACES, location, size and number, service lanes, delivery and loading areas

CROSS SECTIONS illustrating construction of drives and parking areas

LANDSCAPING, together with open spaces, screening, fences, walls and proposed alterations of topography or other natural features.

SERVICE DEMANDS from the community to support proposed operations on the site

EARTH CHANGE plans required by State law

SITE LIGHTING including location, intensity and orientation

SURFACE WATER DRAINAGE

UTILITY LOCATION and size for sanitary sewer, water, storm sewer, natural gas, electricity, telephone, coaxial cable, fiber optic, etc.

FIRE LANES

OUTDOOR STORAGE

TRASH RECEPTACLES

HAZARDOUS MATERIAL storage facilities, including type, quantity, location and secondary containment provisions

OTHER INFORMATION as required by the Plan Board

DIGITAL COPY submitted in anAutoCAD compatible format

SITE PLAN REVIEW FEE \$200

I have read the requirements of submittal and review of a site plan by the City of Big Rapids Planning Commission and attest that the provided site plan is complete:

6/29/2022 Date

Applicant Signature

Krist Oil Company, Inc.

Proposed Krist Food Mart

827 N. State Street

Big Rapids, MI 49307

Property Owners:

- 827 N. State Street North State Street, LLC 21241 Circle Avenue Reed City, MI 49677
- 819 N. State Street Paul/Shanna/Henry Jr. Vanden Brook 17810 205th Avenue, Suite 1 Big Rapids, MI 49307

Legal Description of Property:

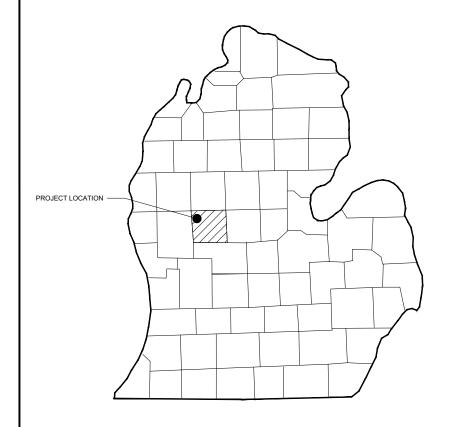
Lots 13, 14, 15, and 16, Block 5, French's Addition to the City of Big Rapids, Part of Section 10, T15N-R10W, City of Big Rapids, Mecosta County, Michigan

State and Federal Permits Required:

1. A driveway permit is required from the Michigan Department of Transportation which has already been submitted.

KRIST OIL COMPANY INC.

FOOD MART 827 N. STATE ST. BIG RAPIDS, MICHIGAN





KRIST OIL COMPANY INC. 303 SELDEN ROAD IRON RIVER, MI 49935 906.265.6144

LEGAL DESCRIPTION: LOTS 13-16, BLOCK 5, FRENCH'S ADDITION TO THE CITY OF BIG RAPIDS, PART OF SECTION 10, T15N-R10W, CITY OF BIG RAPIDS, MECOSTA COUNTY, MICHIGAN.



 Sheet No.

 1

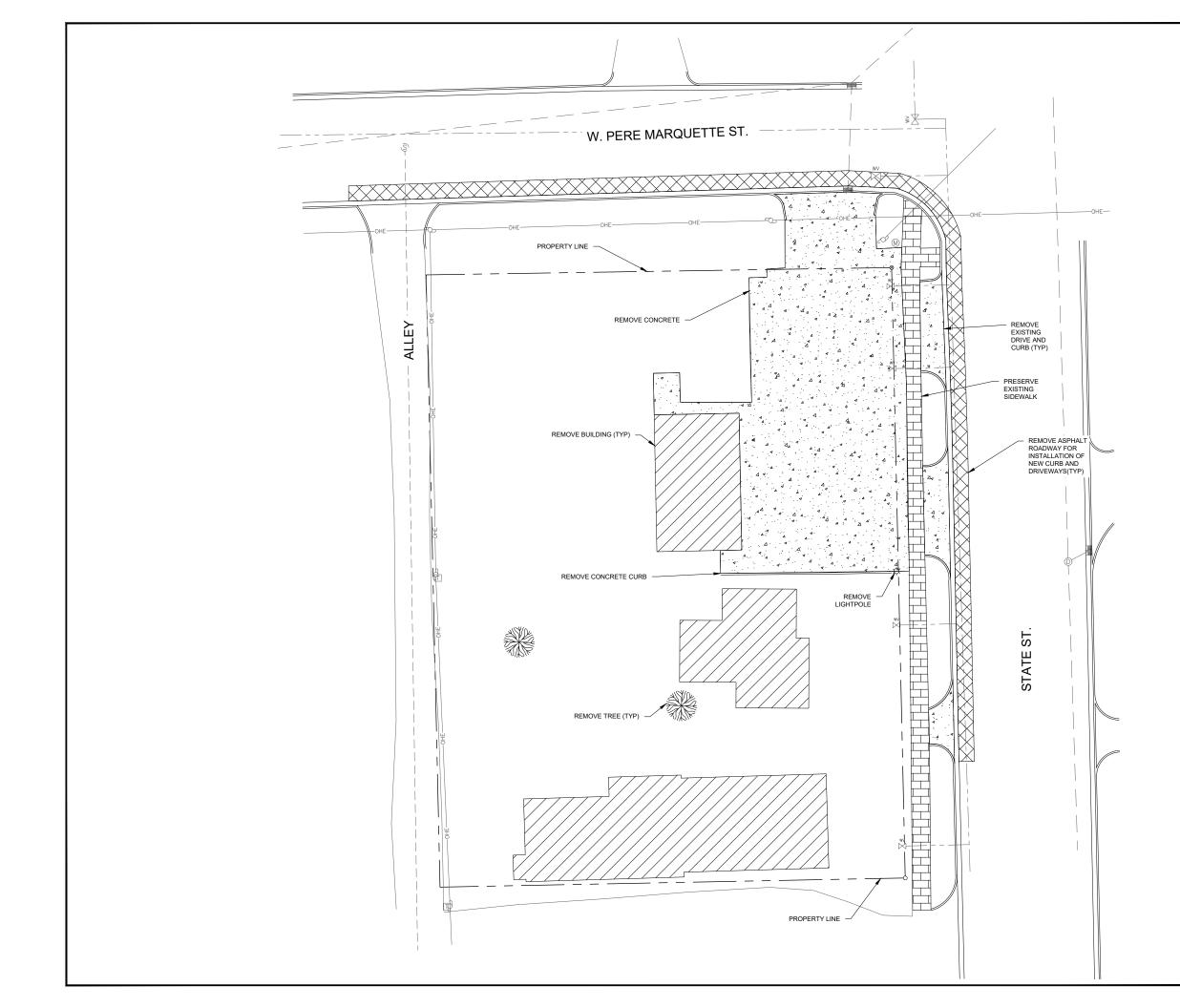
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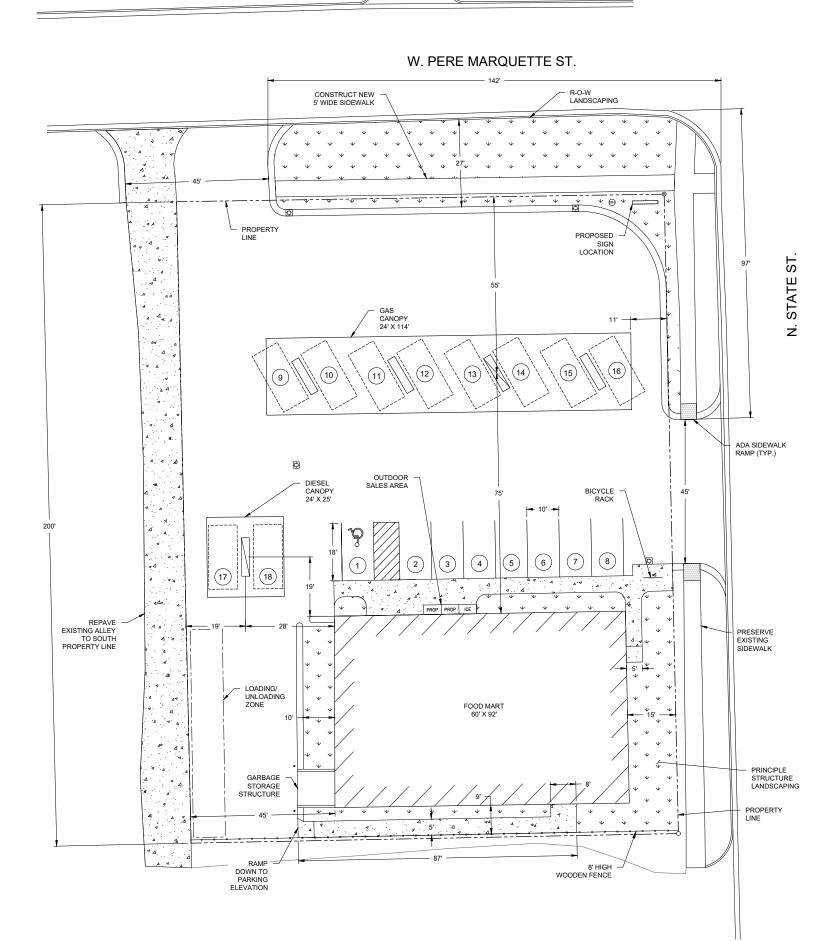
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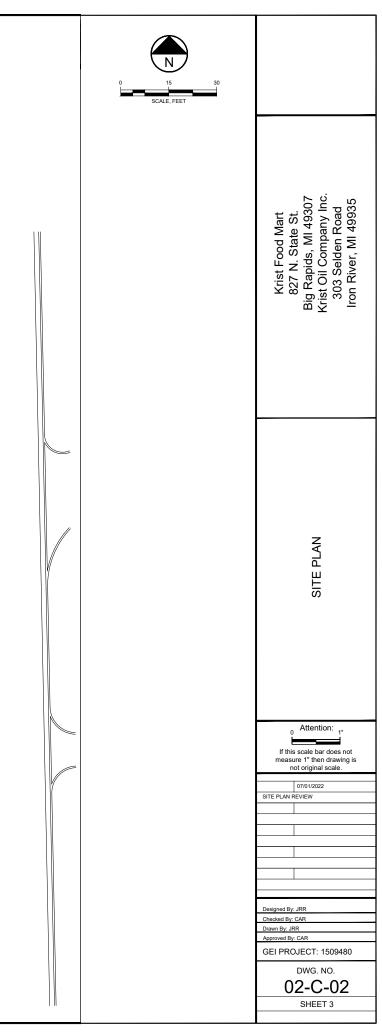
Drawing No.	Description
01-G-01	COVER SHEET
02-C-01	EXISTING CONDITIONS AND REMOVAL PLAN
02-C-02	SITE PLAN
02-C-03	GRADING PLAN
02-C-04	STORMWATER AND UTILITY PLAN
02-C-05	ADJACENT PROPERTY PLAN
02-C-06	PHOTOMETRIC PLAN
02-L-01	LANDSCAPE PLAN
02-A-01	BUILDING ELEVATIONS
02-A-02	CANOPY ELEVATIONS
02-A-03	FLOOR PLAN
99-D-01	STANDARD DETAILS
	BOUNDARY AND TOPOGRAPHIC SURVEY

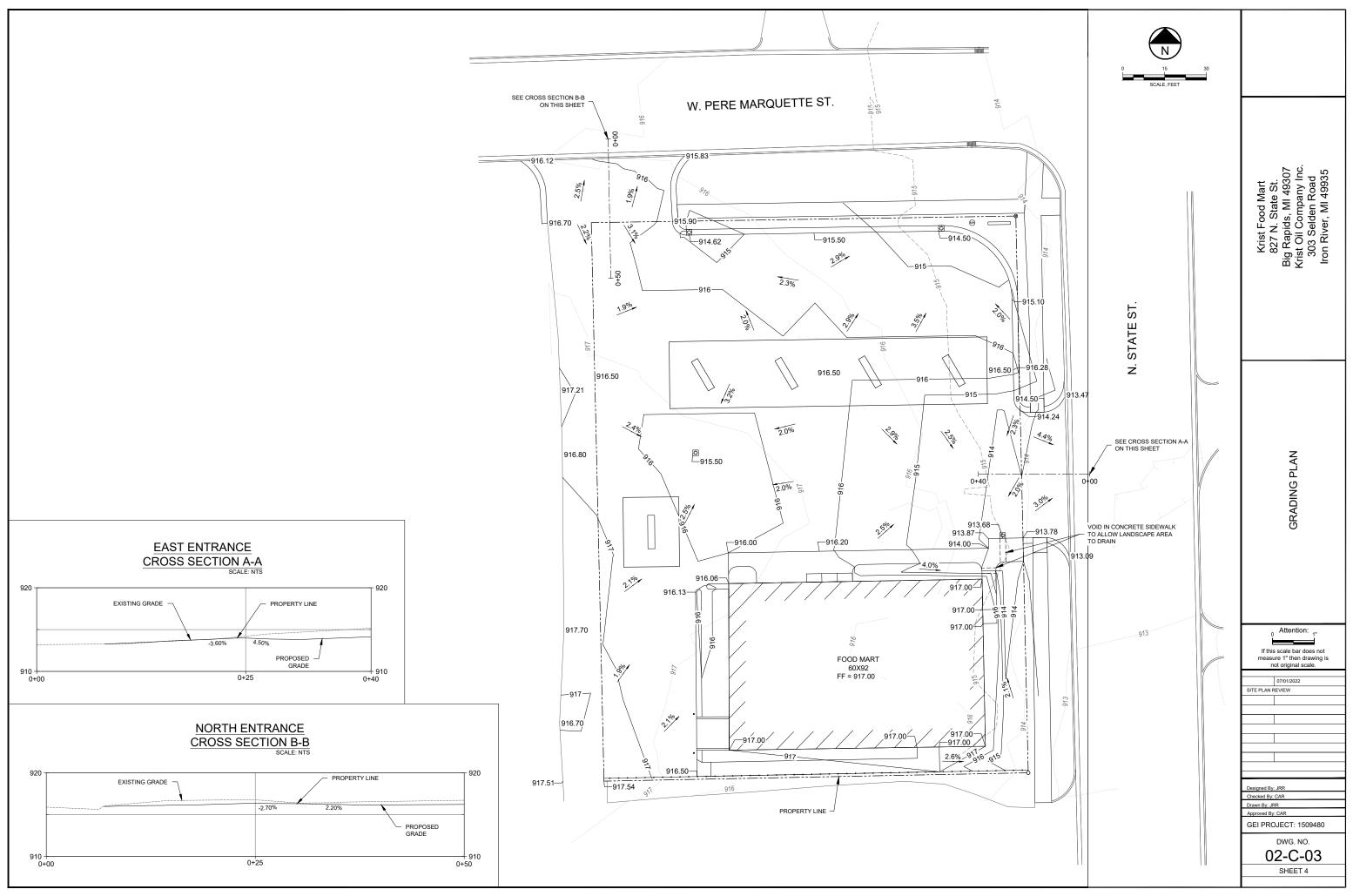
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WALL STREET			
2011	07/01/22	SITE PLAN REVIEW	



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	Krist Food Mart 827 N. State St. Big Rapids, MI 49307 Krist Oil Company Inc. 303 Selden Road Iron River, MI 49935
	EXISTING CONDITIONS AND REMOVAL PLAN
	Attention: 1* If this scale bar does not measure 1" then drawing is not original scale. 07/01/2022 SITE PLAN REVIEW Designed By: JRR Checked By: CAR Drawn By: JRR Approved By: CAR GEI PROJECT: 1509480 DWG. NO. 02-C-01 SHEET 2







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water Control and Management

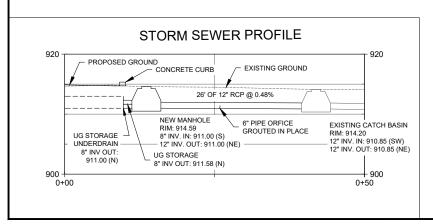
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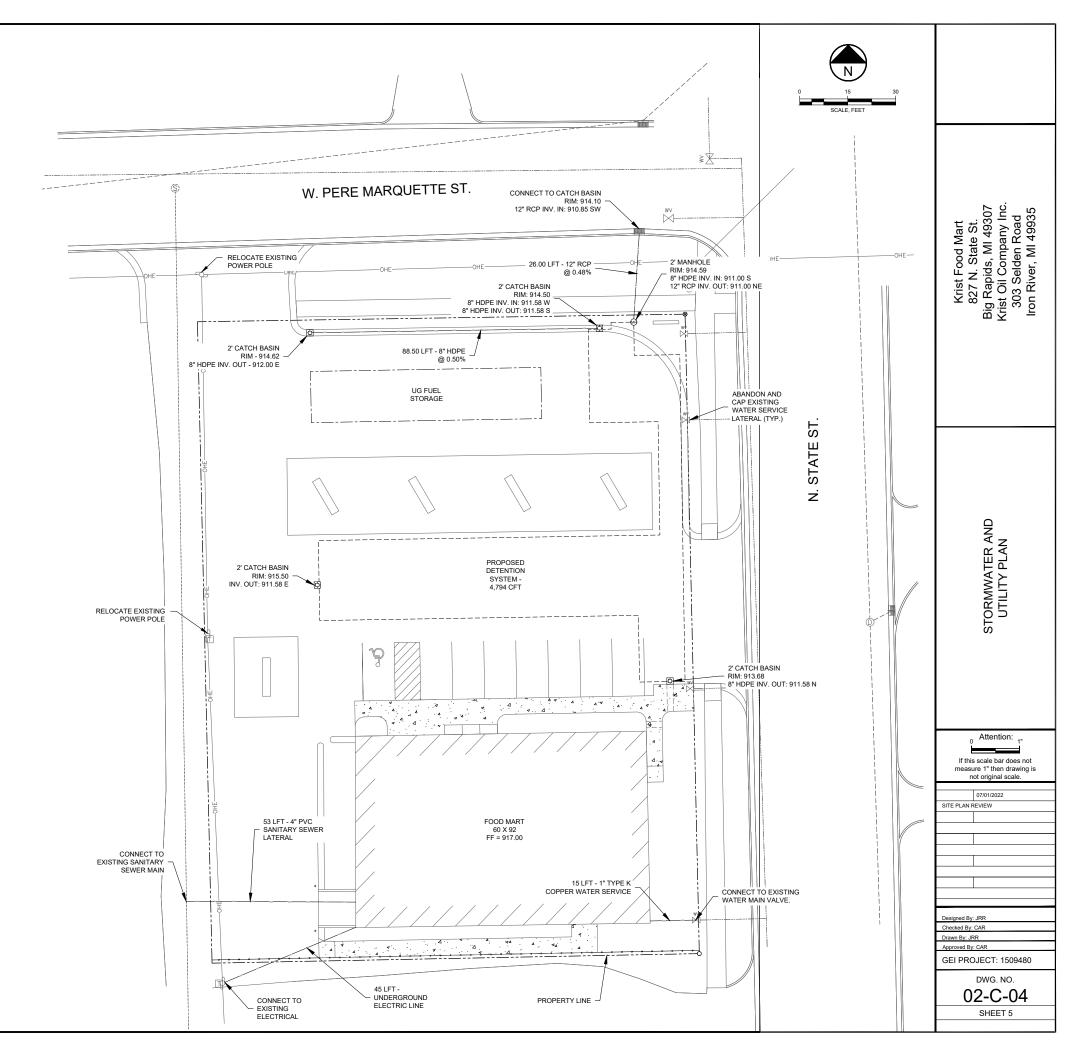
DETENTION CALCULATION SHEET

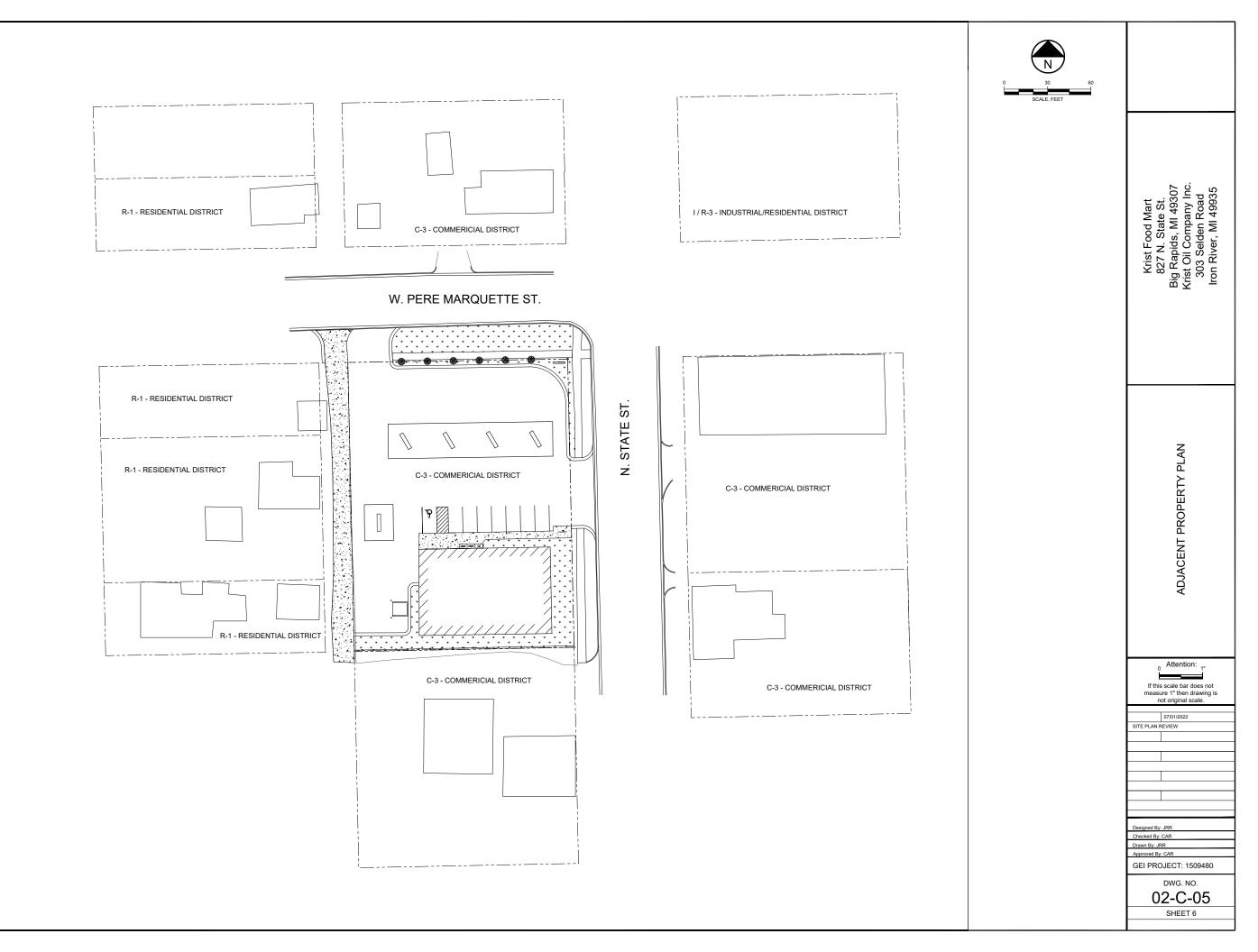
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Krist - Big Rapids - Weighted "C" Value Calculations						
Overall Site Area -	32,138	sqft				
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Asphalt Area	22,791	caft				
Coefficient	0.95	sqrt				
Weighted Value	21,651					
Roof Area	6,321	sqft				
Coeffiecient	0.95					
Weighted Value	6,005					
Landscape Area	3,026	sqft				
Coefficient - Lawn, Sandy Soil	0.15					
Weighted Value	454					
Sum of Weighted Values -	28,110					
Overall Site Area-	32,138					
Weighted "C" Value	0.87					





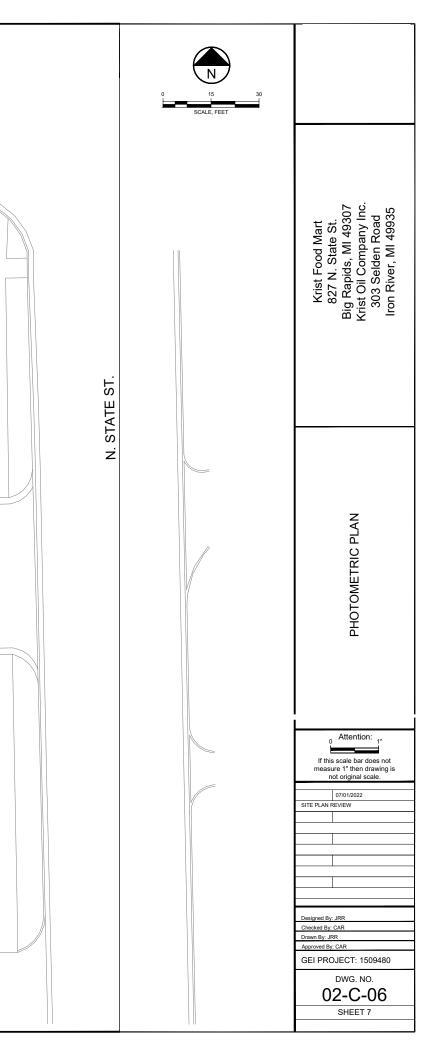


W. PERE MARQUETTE ST.

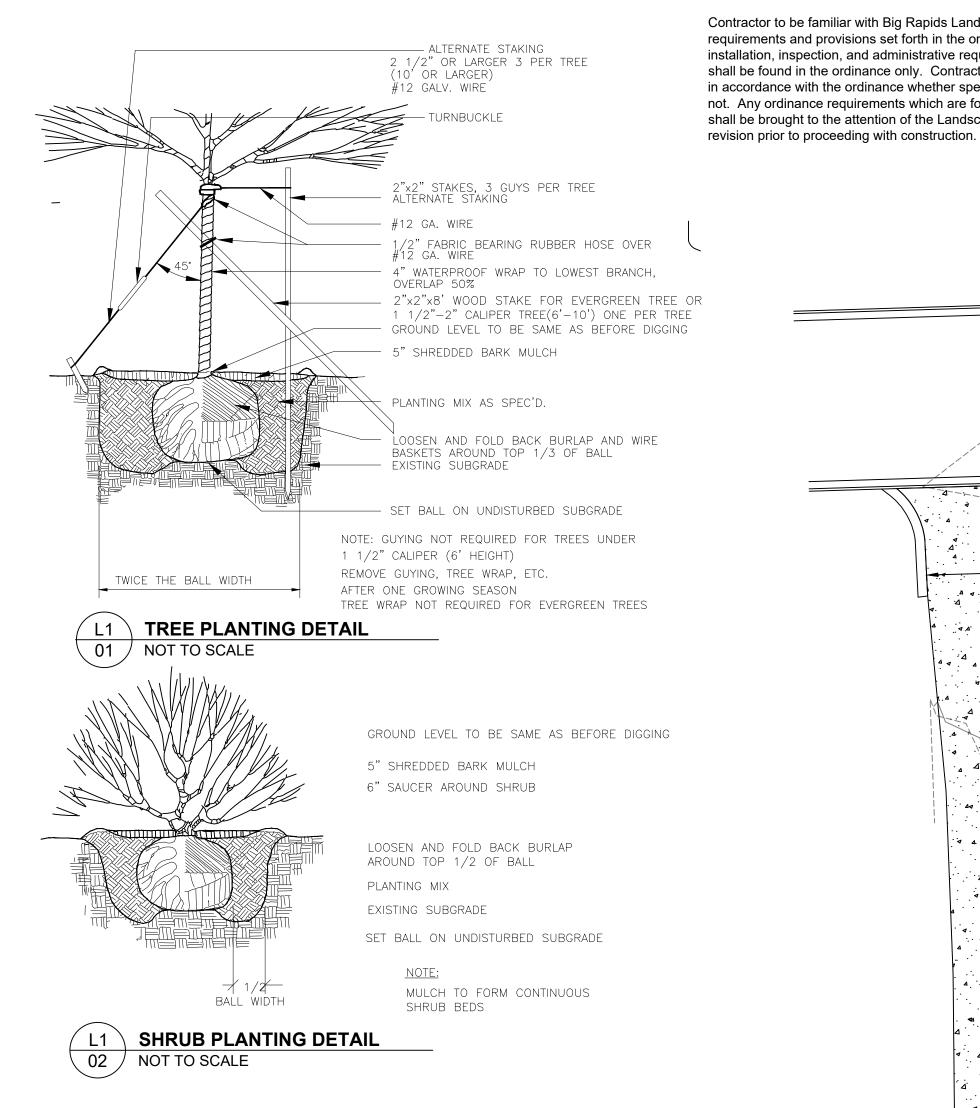
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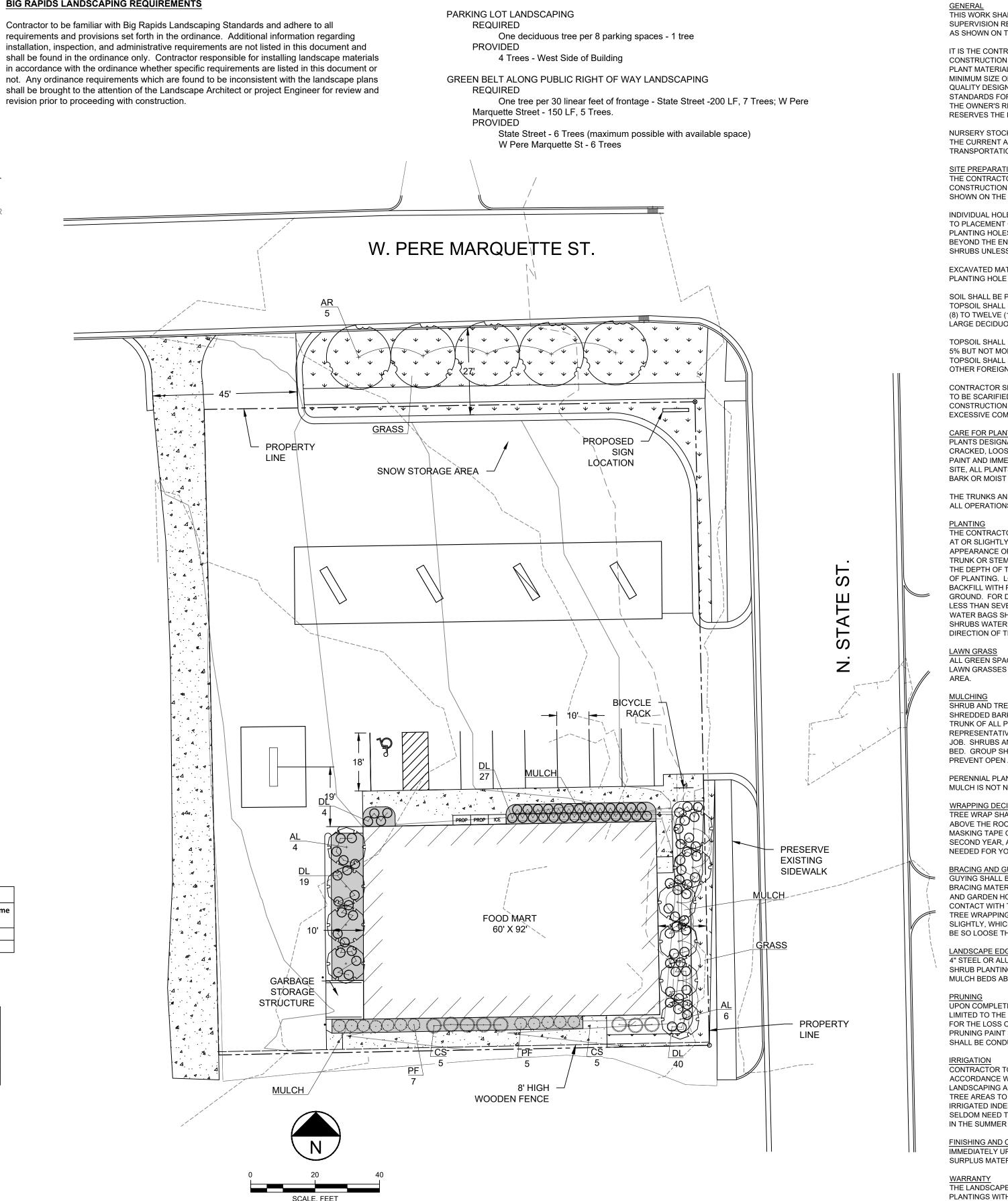
BIG RAPIDS LANDSCAPING REQUIREMENTS



			TREES			
Qty.	Кеу	Scientific Name	Common Name	Size & Condition	Spacing	Soil Volume (cu. ft)
5	AR	Acer rubrum	Red Maple	2.5" Cal., B&B	AS	750
10	AL	Amelancier x grandifolia	Autumn Brilliance Serviceberry	2.5" Cal., B&B	AS	750

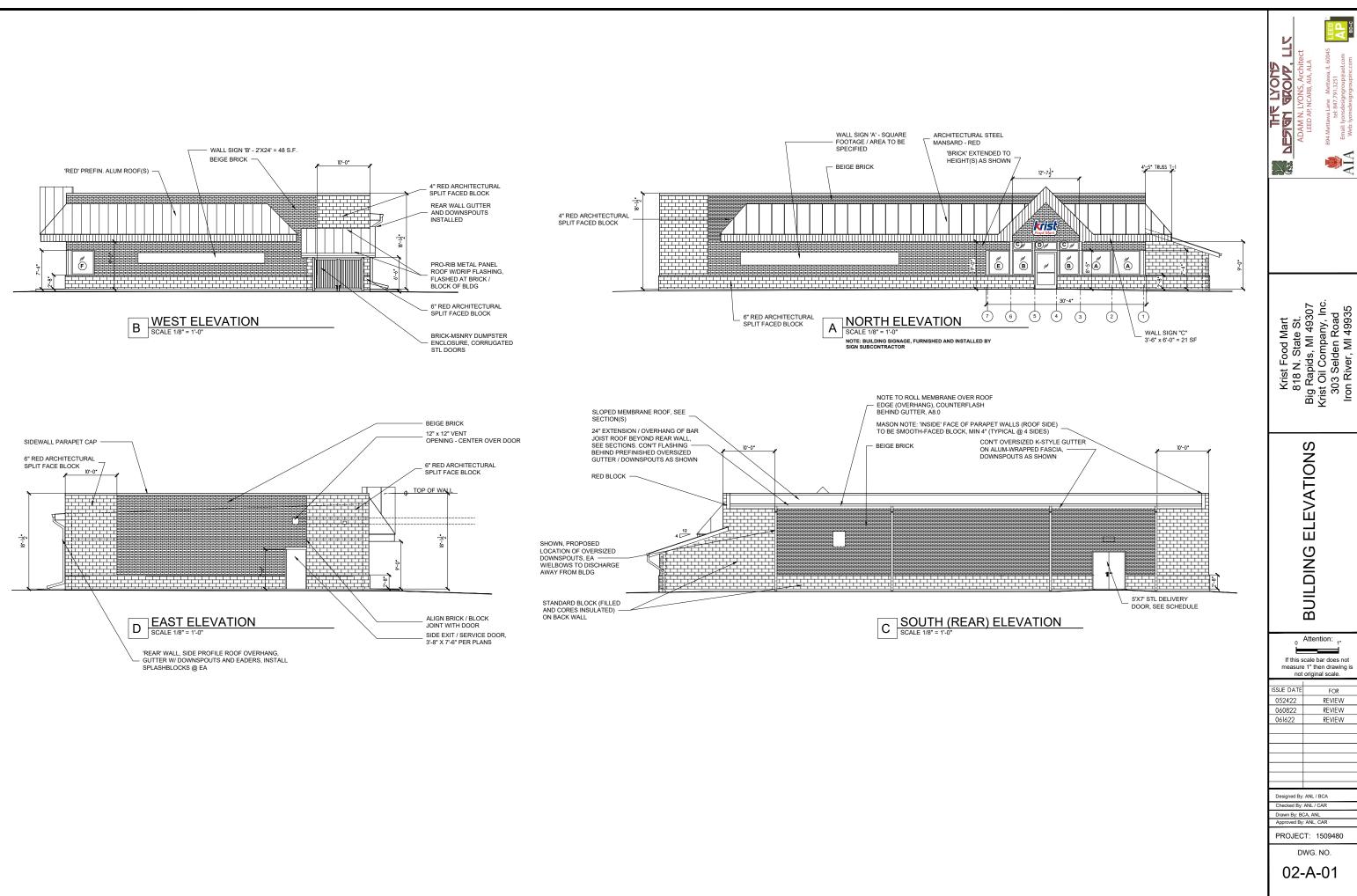
	SHRUBS									
Qty.	Key	Scientific Name	Common Name	Size & Condition	Spacing					
8	CS	Cornus sericea 'Arctic Fire'	Arctic Fire Red Osier Dogwood	36" Ht., Cont.	4' O.C.					
90	PF	Diervilla lonicera	Northern Bush Honeysuckle	24" Ht., Cont.	3' O.C.					
12	VD	Potentilla fruticosa	Shrubby Cinquefoil	24" Ht., Cont.	3' O.C.					

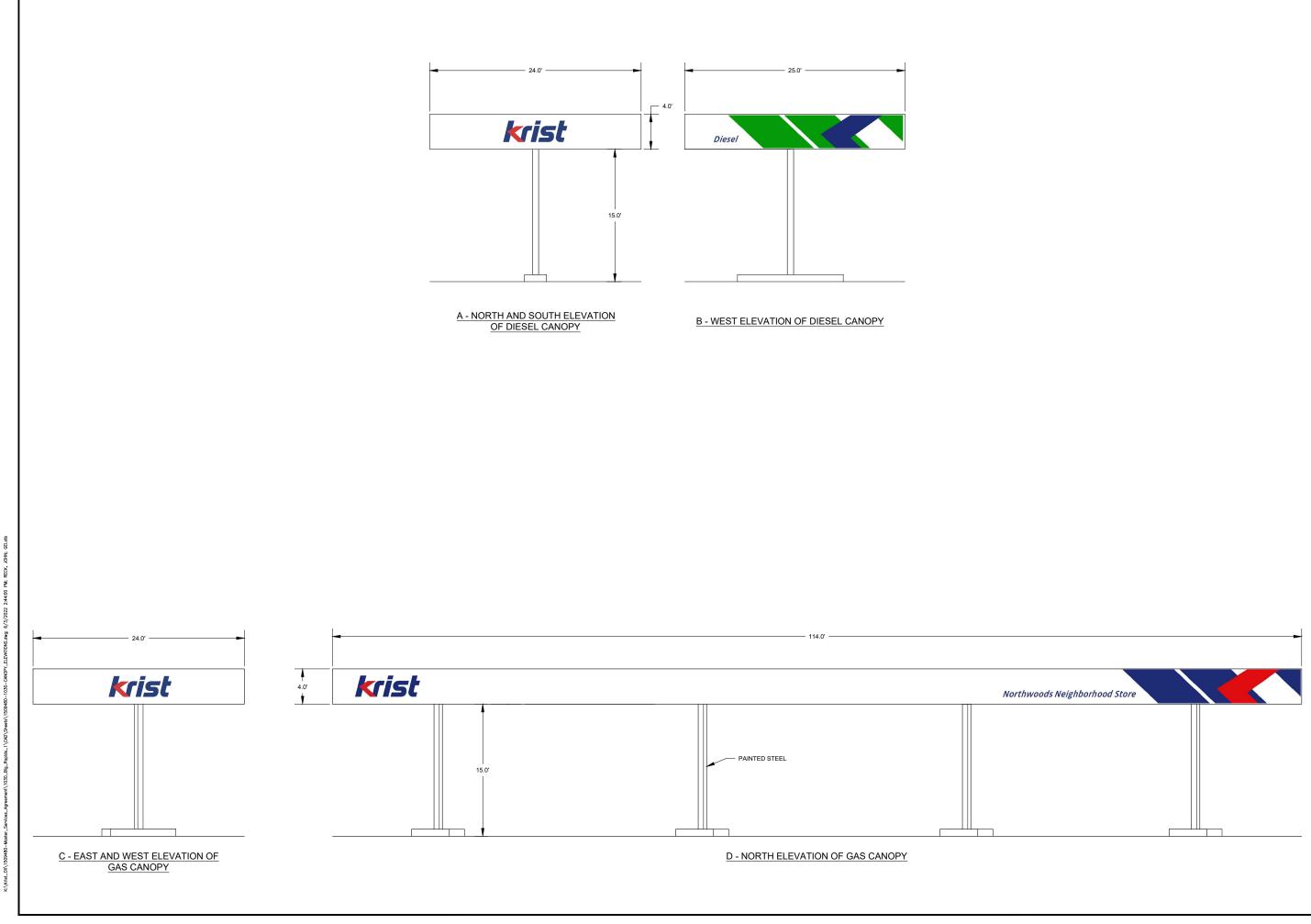




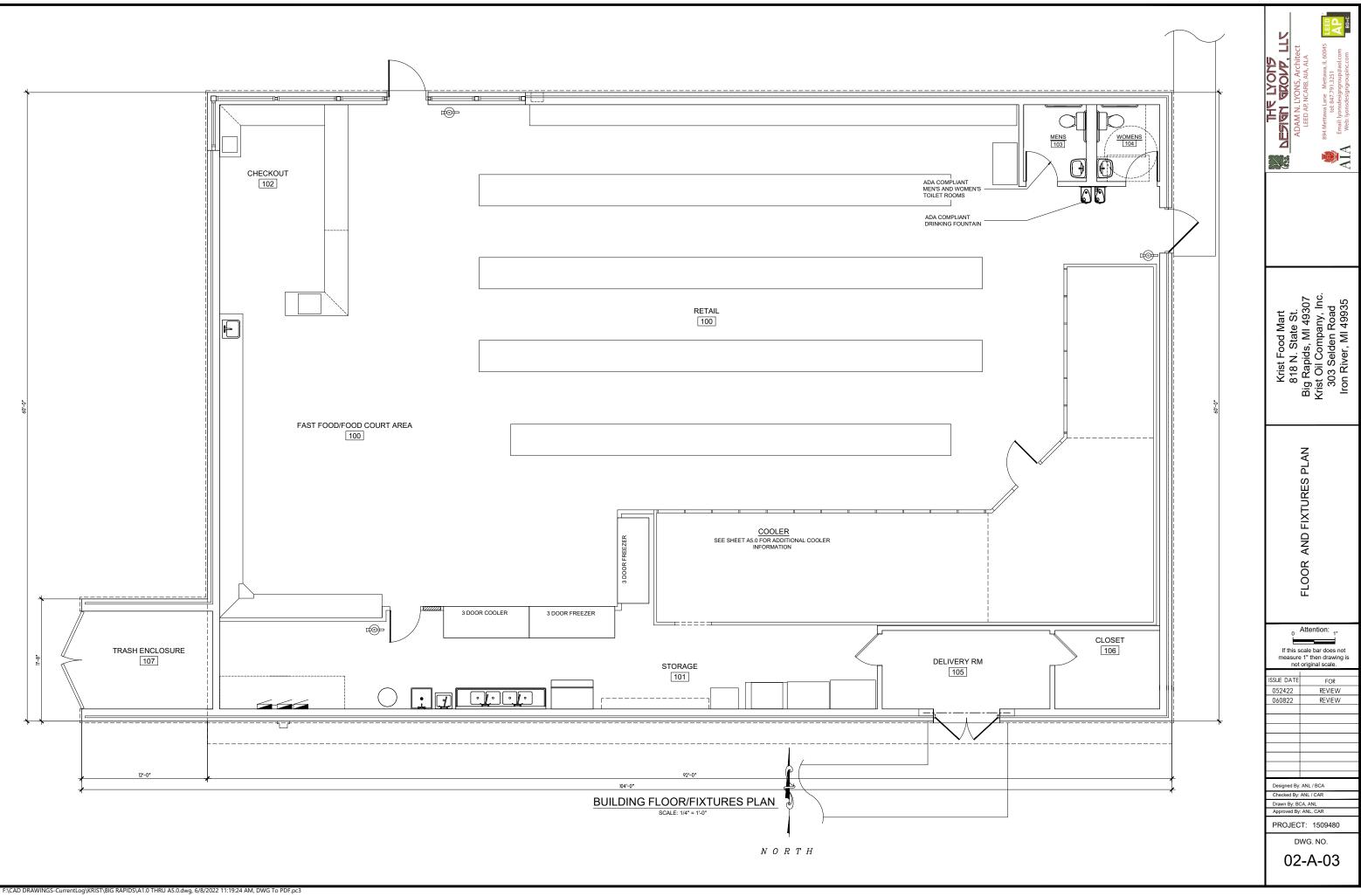
requirements and provisions set forth in the ordinance. Additional information regarding installation, inspection, and administrative requirements are not listed in this document and

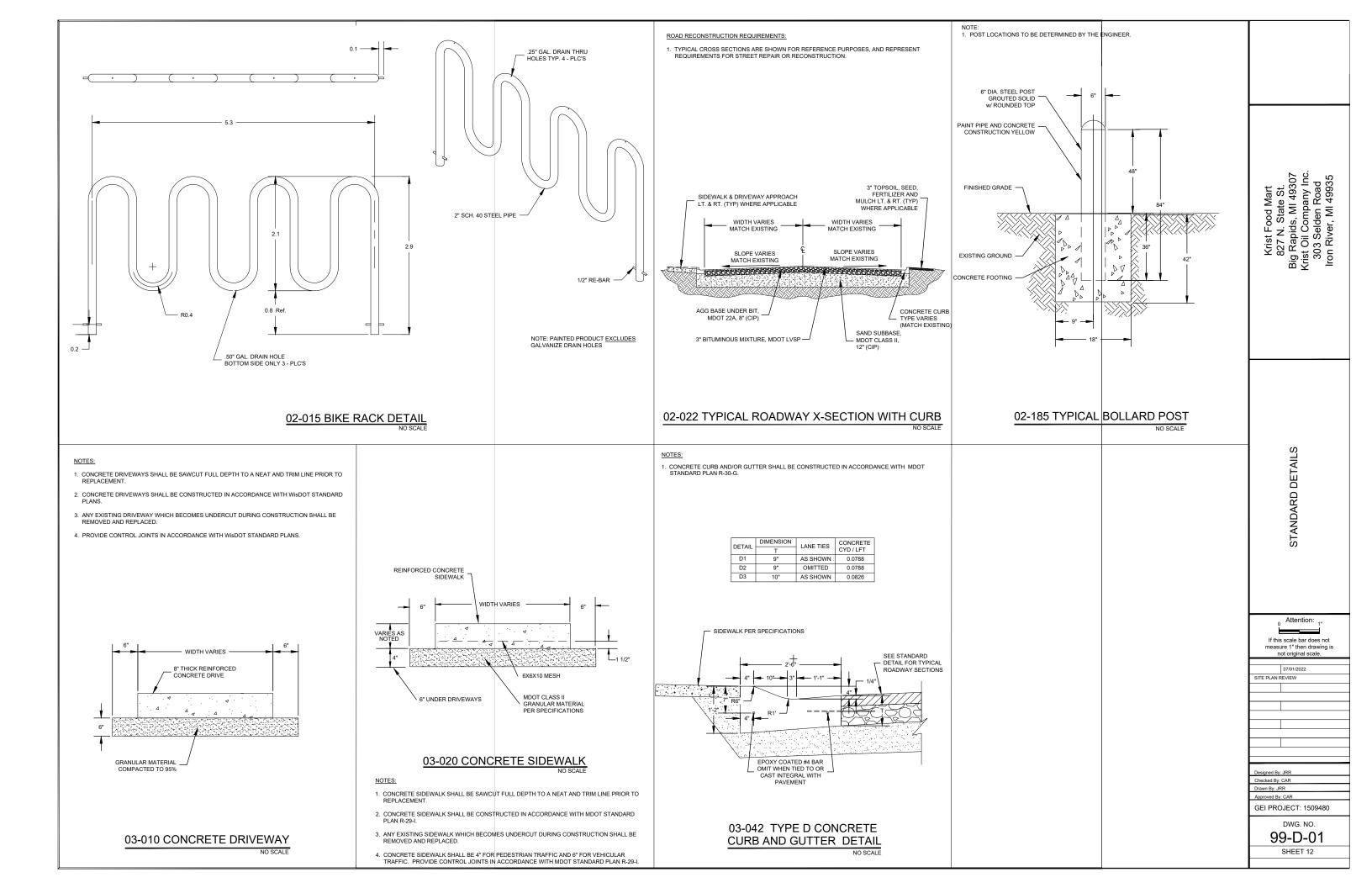
<u>GENERAL</u> THIS WORK SHALL CONSIST OF PROVIDING ALL NECESSARY MATERIALS, LABOR, EQUIPMENT, TOOLS AND SUPERVISION REQUIRED FOR THE EXECUTION AND GUARANTEE OF ALL PLANTINGS AND RELATED WORK AS SHOWN ON THE DRAWINGS.	
IT IS THE CONTRACTORS RESPONSIBILITY TO SECURE ALL PERMITS AND POST ALL BONDS PRIOR TO CONSTRUCTION. PLANT MATERIALS SHALL CONFORM TO THE SIZES STATED ON THE PLANT LIST AND SHALL BE OF A MINIMUM SIZE OR LARGER. ALL MEASUREMENTS OF SPREAD, CALIPER, BALL SIZE, TRUNK CROWN RATIO, QUALITY DESIGNATIONS, ETC., SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE "ANSI STANDARDS FOR NURSERY STOCK". PLANT MATERIAL SHALL BE NURSERY GROWN AND INSPECTED BY THE OWNER'S REPRESENTATIVE AT THE SITE PRIOR TO PLANTING. THE OWNER'S REPRESENTATIVE RESERVES THE RIGHT TO REJECT ANY PLANT MATERIAL AT ANY TIME.	
NURSERY STOCK SHALL BE PREPARED FOR SHIPMENT IN ACCORDANCE WITH THE REQUIREMENTS OF THE CURRENT ANSI SPECIFICATION Z60.1 AND SHALL BE ENCLOSED OR COVERED DURING TRANSPORTATION TO PREVENT DRYING.	
SITE PREPARATION THE CONTRACTOR SHALL VERIFY ALL EXISTING AND PROPOSED UTILITY LOCATIONS PRIOR TO CONSTRUCTION AND PROTECT AND REPAIR UTILITIES ENCOUNTERED DURING CONSTRUCTION WHETHER SHOWN ON THE PLANS OR NOT.	
INDIVIDUAL HOLES SHALL BE CENTERED AT STAKED PLANT LOCATIONS. CONTRACTOR IS TO STAKE PRIOR TO PLACEMENT OF PLANT MATERIAL AND OBTAIN APPROVAL FROM THE OWNER'S REPRESENTATIVE. PLANTING HOLES SHALL BE DUG LARGE ENOUGH TO PERMIT PLACING PREPARED TOPSOIL 18" LATERALLY BEYOND THE ENDS OF THE ROOT BALLS FOR SHADE AND EVERGREEN TREES AND 6" LATERALLY FOR SHRUBS UNLESS OTHERWISE SPECIFIED.	d Mart ate St. MI 49307 npany Inc. n Road MI 49935
EXCAVATED MATERIAL SHALL BE REMOVED FROM THE SITE AT THE TIME THE HOLE IS DUG. THE PLANTING HOLE SHALL BE BACKFILLED WITH PREPARED TOPSOIL THE SAME DAY THEY ARE DUG.	ood M State s, MI ∠ ompar den R den R
SOIL SHALL BE PROVIDED AT A VOLUME EQUIVALENT TO PLANT SIZE TO ENSURE HEALTH AND LONGEVITY. TOPSOIL SHALL BE INSTALLED WITH A MINIMUM DEPTH OF FOUR (4) INCHES FOR LAWN AREAS, AND EIGHT (8) TO TWELVE (12) INCHES WITHIN PLANTING BEDS. SOIL VOLUME REQUIRED FOR SMALL, MEDIUM, AND LARGE DECIDUOUS TREES IS 250, 500, AND 750 CUBIC FEET (CU. FT.), RESPECTIVELY.	t F. N. N. Sel Ve
TOPSOIL SHALL BE A FERTILE, FRIABLE NATURAL TOPSOIL OF LOAM CHARACTER CONTAINING AT LEAST 5% BUT NOT MORE THAN 20% BY WEIGHT OF ORGANIC MATTER WITH A PH RANGE FROM 6.0 TO 7.0. TOPSOIL SHALL BE FREE OF CLAY LUMPS, COURSE SAND, STONES, PLANT ROOTS, STICKS OR OTHER FOREIGN MATTER.	Kris 818 818 Big Ra Krist Oi 303 (1ron R
CONTRACTOR SHALL TAKE CARE NOT TO COMPACT SOILS IN PLANTING AREAS. ANY COMPACTED SOILS TO BE SCARIFIED TO A DEPTH OF 8" TO ELIMINATE ANY SOIL COMPACTION CREATED DURING CONSTRUCTION. CONTRACTOR MAY BE REQUIRED TO FURTHER AMEND SOIL IN AREAS WHERE EXCESSIVE COMPACTION HAS OCCURRED.	
CARE FOR PLANTS BEFORE PLANTING PLANTS DESIGNATED "BB" SHALL BE BALLED AND BURLAPPED WITH FIRM NATURAL BALLS OF EARTH. CRACKED, LOOSENED OR BROKEN BALLS SHALL NOT BE PLANTED. THEY SHALL BE MARKED WITH SPRAY PAINT AND IMMEDIATELY REMOVED FROM THE JOB SITE. IMMEDIATELY FOLLOWING DELIVERY AT THE JOB SITE, ALL PLANTS THAT WILL NOT BE PLANTED THAT SAME DAY SHALL BE "HEELED IN" WITH SHREDDED BARK OR MOIST SOIL AND KEPT MOIST UNTIL PLANTED.	
THE TRUNKS AND BRANCHES OF ALL TREES SHALL BE PROTECTED FROM INJURY OF ANY KIND DURING ALL OPERATIONS. THE OWNER'S REPRESENTATIVE SHALL REJECT ANY TREES THAT ARE INJURED.	
PLANTING THE CONTRACTOR IS RESPONSIBLE FOR PLANTING MATERIALS PLUMB. SET THE TOP OF THE ROOT BALL AT OR SLIGHTLY HIGHER THAN THE SURROUNDING GRADE. PLANTS SHALL BE FACED TO GIVE THE BEST APPEARANCE OR RELATIONSHIP TO ADJACENT STRUCTURES. NO FILLING WILL BE PERMITTED AROUND TRUNK OR STEMS. WHEN THE PLANT HAS BEEN PROPERLY SET, THE HOLE SHALL BE BACKFILLED TO 1/2 THE DEPTH OF THE BALL WITH PREPARED TOPSOIL MIXTURE, FIRMLY PACKED AND WATERED-IN AT TIME OF PLANTING. LOOSED AND REMOVE BURLAP AND LACING FROM UPPER 1/3 OF THE ROOT BALL. BACKFILL WITH PREPARED TOPSOIL, WHICH AFTER COMPACTION IS FLUSH WITH THE SURROUNDING GROUND. FOR DECIDUOUS TREES, ROOT BARRIERS SHALL BE INSTALLED WITHIN AREAS WHERE THERE IS LESS THAN SEVEN (7) FEET BETWEEN THE BACK OF CURB AND THE SIDEWALK OR ADJACENT HARDSCAPE. WATER BAGS SHALL BE USED ACCORDING TO THE PRODUCT INSTRUCTIONS, TO KEEP TREES AND SHRUBS WATERED FOR THE FIRST GROWING SEASON. WATER BAGS MAY BE REMOVED AT THE DIRECTION OF THE CITY FORESTER.	
LAWN GRASS ALL GREEN SPACE AREAS ARE TO BE INSTALLED AS LAWN GRASSES, UNLESS DEPICTED OTHERWISE. LAWN GRASSES SHALL BE PLANTED IN SPECIES NORMALLY GROWN AS PERMANENT LAWNS IN THE HOLLY AREA.	PLAN
MULCHING SHRUB AND TREE PLANTING AREAS SHALL BE ENCIRCLED WITH A 6" MINIMUM COVERING OF NON-DYED SHREDDED BARK MULCH TO 6" OUTSIDE THE PLANTING HOLE, TAPERING MULCH TO 2" AROUND THE TRUNK OF ALL PLANTS TO 1" OUTSIDE OF THE TRUNK. SUBMIT SAMPLE TO THE OWNER'S REPRESENTATIVE FOR APPROVAL BEFORE PLACEMENT. WOOD CHIPS SHALL NOT BE ALLOWED ON THIS JOB. SHRUBS AND TREES PLANTED IN CLOSE PROXIMITY SHALL BE PLANTED IN A CONTIGUOUS MULCH BED. GROUP SHRUBS AND TREES AT THE APPROPRIATE SPACING AS INDICATED ON THE PLANT LISTS TO PREVENT OPEN AREAS IN THE MULCH BED.	NDSCAPE
PERENNIAL PLANTING AREAS TO RECEIVE 2-3" MAX SHREDDED BARK MULCH. ANNUAL APPLICATIONS OF MULCH IS NOT NECESSARY IN THESE AREAS.	ΓA
WRAPPING DECIDUOUS TREES TREE WRAP SHALL COVER TRUNKS OF ALL DECIDUOUS TREES BEGINNING BELOW THE SOIL LINE JUST ABOVE THE ROOTS. TIE WITH TWINE IN 5 PLACES, INCLUDING THE TOP AND BOTTOM OF WRAPPING. MASKING TAPE OR WIRE WILL NOT BE ALLOWED. TREE WRAP MAY BE REMOVED BY MAY 1st OF THE SECOND YEAR, AND REWRAPPED BY OCTOBER 15th OF THE SECOND FALL. CONTINUE THIS PROCESS AS NEEDED FOR YOUNG TREES, AND FOR UP TO 5 YEARS FOR THIN-BARKED SPECIES.	
BRACING AND GUYING GUYING SHALL BE EMPLOYED TO PREVENT LEANING OR LOOSENING OF THE TREE FROM THE BALL. BRACING MATERIAL SHALL BE T-POSTS PAINTED GREEN. GUYING MATERIAL SHALL BE 12 GAUGE WIRE AND GARDEN HOSE 1/2 INCH DIAMETER. GUY WIRE SHALL BE ENCASED IN HOSE TO PREVENT DIRECT CONTACT WITH THE TREE. DECIDUOUS TREES SHALL BE BRACED OR GUYED IMMEDIATELY AFTER THE TREE WRAPPING IS COMPLETE. WIRE SHALL NOT BE TIGHT, BUT SHOULD ALLOW THE TREE TO MOVE SLIGHTLY, WHICH WILL ALLOW THE TREE TO SECURE ITSELF IN PLACE MORE QUICKLY. WIRE SHOULD NOT	Attention
BE SO LOOSE THAT IT ALLOWS THE TREE TO LEAN OR MOVE EXCESSIVELY. <u>LANDSCAPE EDGING</u> 4" STEEL OR ALUMINUM LANDSCAPE EDGING SHALL BE USED ON THIS PROJECT AND WILL SURROUND ALL SHRUB PLANTING BEDS AS SHOWN ON THE DRAWINGS. LANDSCAPE EDGING IS NOT REQUIRED WHERE MULCH BEDS ABUT HARDSCAPES AND CURBS, OR AROUND INDIVIDUAL TREES.	Attention: 1"
PRUNING UPON COMPLETION, ALL PLANT MATERIAL MUST BE PRUNED. THE AMOUNT OF PRUNING SHALL BE LIMITED TO THE MINIMUM NECESSARY TO REMOVE DEAD OR INJURED BRANCHES AND TO COMPENSATE FOR THE LOSS OF ROOTS FROM TRANSPLANTING. ALL CUTS SHALL BE MADE FLUSH LEAVING NOT STUBS. PRUNING PAINT SHALL NOT BE USED. ONGOING PRUNING AND TRIMMING NOT EXPRESSLY REQUIRED AND SHALL BE CONDUCTED AT THE DISCRETION OF THE PROPERTY OWNER.	not original scale. 05/01/2022 SITE PLAN REVIEW
IRRIGATION CONTRACTOR TO PROVIDE DESIGN AND INSTALLATION OF UNDERGROUND IRRIGATION SYSTEM IN ACCORDANCE WITH THE PROJECT SPECIFICATIONS AND REGULATORY AGENCY REQUIREMENTS. ALL LANDSCAPING AND GRASS AREAS TO BE IRRIGATED. LAWN GRASS, PERENNIAL AREAS, AND SHRUB AND TREE AREAS TO BE INSTALLED ON DIFFERENT IRRIGATION ZONES TO ALLOW SEPARATE AREAS TO BE IRRIGATED INDEPENDENTLY. ONCE ESTABLISHED THE TREE AND SHRUB AND PERENNIAL AREAS WILL SELDOM NEED TO BE WATERED, WHILE THE LAWN GRASS AREA WILL NEED TO BE WATERED REGULARLY IN THE SUMMER MONTHS.	
FINISHING AND CLEANING UP IMMEDIATELY UPON COMPLETION OF THE WORK, THE CONTRACTOR SHALL CLEAN UP THE AREA OF SURPLUS MATERIALS. THE CONTRACTOR SHALL REPAIR AND RE-ESTABLISH TURF IN RUTTED AREAS.	
WARRANTY THE LANDSCAPE INSTALLATION CONTRACTOR SHALL REPLACE ALL UNHEALTHY VEGETATION AND PLANTINGS WITHIN ONE (1) YEAR OF INITIAL PLANTING OR SUBSEQUENT PLANTING PERIOD. TREES PROPOSED FOR REMOVAL ARE A RESULT OF THE SITE DEVELOPMENT ACTIVITIES. DUE TO THE NATURE AND SIZE OF THE DEVELOPMENT, THERE IS NO FEASIBLE ALTERNATIVE THAT WOULD RESULT IN THE TREES NOT NEEDING TO BE REMOVED. TREE REPLACEMENTS WILL RESULT IN A TREE CANOPY FOOTPRINT THAT EXCEEDS THE PRE-CONSTRUCTION TREE CANOPY COVERAGE (ACCORDING TO THE 2015 CITY OF GRAND RAPIDS URBAN TREE CANOPY ANALYSIS MAP).	Designed By: JRR Checked By: CAR Drawn By: JRR Approved By: CAR GEI PROJECT: 1509480
	DWG. NO. 02-L-08 SHEET 8

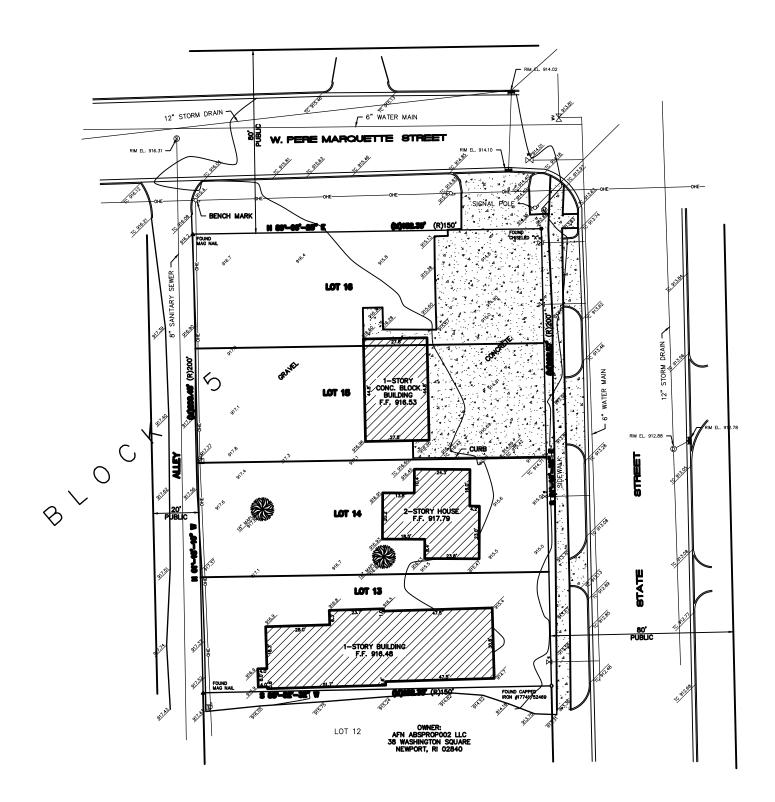




Krist Food Mart 827 N. State St. Big Rapids, MI 49307 Krist Oil Company Inc. 303 Selden Road Iron River, MI 49935					
CANOPY ELEVATIONS					
O Attention: 1"					
Designed By: JRR Checked By: CAR Drawn By: JRR Approved By: CAR GEI PROJECT: 1509480 DWG. NO. 02-A-02 SHEET 10					

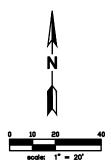


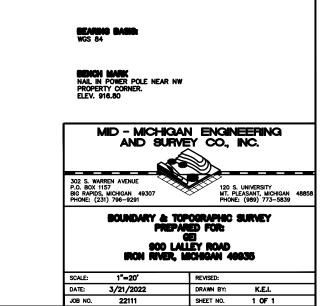




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PROPERTY DESCRIPTION LOTS 13-16, BLOCK 5, FRENCH'S ADDITION TO THE CITY OF BIG RAPIDS, PART OF SECTION 10, T.15N.-R.10W., CITY OF BIG RAPIDS, MECOSTA COUNTY, MICHIGAN.





RAINAGE MANHOLE ATCH BASIN URB INLET ANITARY MANHOLE ABLE TV PEDESTAL AS METER LECTRICAL BOX ELEPHONE PEDESTAL LECTRICAL BOX YATER MAIN MANHOLE

STAFF REPORT TO THE PLANNING COMMISSION

TO:	Planning Commission
FROM:	Paula Priebe, Community Development Director
SUBJECT:	Continued Discussion of Proposed RRC and Form-Based Code Amendments to
	the Zoning Ordinance – Residential District Regulations and Zoning Map
DATE:	July 20, 2022

Introduction

Tonight's discussion will cover proposed restructuring and changes of the Zoning Ordinance. This process was initiated as part of the RRC and is required to become RRC Certified. It is also driven by the findings of the Housing Study.

Discussion Thus Far

Downtown District Standards

A discussion of amended standards for the C-2 and RR districts and changes to the Article 4 General Provisions was led by planning consultant Kathleen Duffy of SmithGroup. These changes are driven by the RRC program and current best practices. They utilize a Form-based Code framework for the walkable areas of the City where that framework is most beneficial.

Use Table

Adding a Use Table is a substantial but necessary change to the Zoning Ordinance. The Table will replace the 'Principle Uses and Structures' Sections within Article 3 of the Zoning Ordinance. Rather than flipping through countless pages and reading through a laundry list of uses, having a designated Use Table condenses information to be more accessible.

Housing Types

Several additional types of housing were presented to the Commission, including townhomes, cottage courts, flats/small apartments, and accessory dwelling units (ADUs), which are all examples of "Missing Middle Housing", that fall in between the common types of single-family houses and large apartment complexes. These changes were driven by the RRC program and by the findings of the Housing Study.

Tonight's Topics

Staff and Planning Commissioners have been working on the Big Zoning Amendment Compilation for the last several years. Three sections have yet to be reviewed: the Residential District Standards, the Zoning Map, and the Definitions sections. This meeting will look at two of those three remaining topics as well as the timeline for moving forward.

Residential District Standards

Kathleen Duffy of SmithGroup is an expert in Zoning Ordinance revision and has been working closely with City Staff to prepare these proposed amendments. The Residential District Standards include a Purpose statement, Siting and Building Requirements, graphics, and Dwelling Unit Occupancy sections for the R-P, R-1, R-2, R-3, and R-4 Districts. Note, the other residential district, the R-R, was already covered with the C-2 earlier in this process.

See the attached Draft Document for the new framework and district recommendations. Changes have been marked in blue. This section works hand-in-glove with the Use Table, and collectively will streamline and make more accessible the regulations found in Article 3.

A key purpose behind the changes in these residential districts is to "right-size" the zoning district standards to the actual lot sizes in Big Rapids. The Current Zoning Ordinance has district regulations that make the vast majority of residential lots in Big Rapids non-conforming, because they require very large lots, often double the typical actual lot size in most Big Rapids neighborhoods. By fitting the lot areas and adjusting the setbacks to fit reasonably within those lot areas, many lots lose their non-conformity and no longer require the exceptions in Article 4 to be buildable lots.

Zoning Map Alterations

A Zoning Ordinance has two components: the Zoning Text and the Zoning Map. The Text is the written Ordinance, while the Map is how properties are identified and the Text is applied. It is reasonable to look at the Map at this time of other Amendments and make relevant changes.

Staff put together three sample Map Amendments to get the Planning Commission thinking critically about the Zoning Map and where changes are needed. These attached Maps are for educational and discussion purposes only; they are not being proposed for adoption. Paula prepared two maps, one identifying a few small areas where fixes may be needed and a second proposing more substantial changes to larger areas. Emily proposed a dream map, which makes large changes including removing the R-R District and rezoning those areas to other districts.

Discussion of the degree of change required would provide Staff with direction to move forward. It is also proposed that two or three Planning Commissions join Staff in a Working Group on this topic over the next few weeks to collaboratively create a Draft Amended Zoning Map for recommendation at the Public Hearing.

<u>Timeline</u>

Staff have proposed the following timeline to see this project through to Adoption.

- August 17 Planning Commission Meeting
 - o Present compiled Amendments in Full Draft form
- August 22 September 20 Educational Sessions and Feedback
 - Publish information on City Website and hold two in-person meetings to inform the public, answer questions, and receive feedback on the proposed Amendments
- September 21 Planning Commission Meeting
 - Formal Public Hearing on the Compiled Zoning Amendments
 - Recommendation to City Commission
- October 3 City Commission
 - o City Commission acts on the Proposed Ordinance

Next Steps

This is an informational session only.

ARTICLE 03. DISTRICTS

Changes from existing in blue

Section 3.2 Use Table (insert from Excel)

In the Residential Districts, land, buildings, and other structures shall be used only for one or more of the uses specified in the table below. Uses denoted by a "P" are permitted by right and uses denoted by a "SLU" are considered special land uses and may be approved by the Planning Commission subject to the applicable standards in Article 10: Special Land Uses. Additional applicable use standards are listed in the column at right.

Key: P=permitted, SLU=special land use, P* = permitted with conditions	Residential				
Use	Single Family	Single and Two-Family	Single & MF Units and Office	Mobile Home Park District	Residential Professional
	R-1	R-2	R-3	R-4	R-P
Residential					
Houses	Р	P	P		Р
Townhouses		Р	P		
Flats/Small Apartments			SLU		
Apartment Complexes	Р				
Accessory Dwelling Units (ADUs)	P	P	P		Р
Cottage Courts		P	Р	P	
Mobile Home Parks			Р	Р	
Home Occupations	SLU	SLU	P		P
			Ρ		P
Care Facilities					
Adult Day Care Facility	SLU P	SLU P	SLU P		P
Adult Foster Care, Family Home (6 or fewer adults)	SLU	SLU	SLU		P
Adult Foster Care, small group home (12 or fewer adults) Adult Foster Care, large group home (13 to 20 adults)	SLU	SLU			
			SLU SLU		
Adult Foster Care, congregate facility	Р	Р	P		
Foster family home (4 or fewer children 24 hrs/day) Foster family group home (5 or 6 children 24 hrs/day)	P	P	P		
Foster family group nome (5 or 6 children 24 hrs/day) Family Child Care Home (6 or fewer children less than 24 hrs)	P	P	P		P
	SLU	P	P		P
Group Child Care Home (7-12 children less than 24 hrs) Child care center	SLU	P	P		P
Child care center Assisted Living, Nursing and Convalescent Homes		Р	SLU		SLU
			SLU	1	SLU
Lodging Bed & Breakfast Inns					P
Hotels and Motels					P
Moters and Moters Medical Uses					
Hospital Uses			Р		
Hospital Oses Medical and Dental Offices, Physical Therapy, Etc.		SLU	P		Р
Commorcial and Potali Usos	1	SLU	۲	1	P

(quick screen grab for reference. Insert table when finalized)

Section 3.3 R-P Residential-Professional District

3.3:1Purpose

1.....

The R-P District is established to provide areas of low-density residential development with office buildings for occupancy by professional offices. Services, facilities and uses incidental or accessory to dwellings are included. It is not intended to permit any additional residential dwellings with two (2) or more families, retail commercial, industrial or similar uses except as authorized by this Ordinance.

Lot Size			
Area (min).		7,500 sq. ft.	\wedge
Width (min)		50 ft.	
Width (max.)		120 ft.	
Depth (min.)		100 ft.	
Impervious coverage (max.)		40%	
Setbacks			G
Front yard (min.)		15 ft.	
Front yard (max.)			
Side yard (min.)	8 ft. each	16 ft. sum	
Side street yard (min.)		15 ft.	
Rear yard (min.)		25 ft.	
Building			
Height (max.)	3 stories	40 ft.	
Width (max.)		75 ft.	

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3:3:2 Siting and Building Requirements

3.3:3 Dwelling Unit Occupancy

The following combinations of occupants are permitted in R-P:

- (1) Family
- (2) Supplemental Occupant: One (1) supplemental occupant shall be permitted in single-family dwellings permitted in the R-P Zoning District subject to the conditions of Section 11.1:17.

Section 3.4 R-1 Residential District

3.4:1Purpose

The R-1District is established to provide areas of low-density residential development. Desired development includes detached houses comprised of one to three units. Services, facilities and uses incidental or accessory to dwellings are included.

Lot Size A. Area (min). 7,500 sq. ft. 75 ft. B. Width (min) C. Depth (min.) 100 ft. Impervious coverage (max.) 25% Setbacks 20 ft. G D. Front yard (min.) e 75 ft. Front yard (max.) E. Side yard (min.) 10 ft. each 25 ft. sum F. Side street yard (min.) 20 ft. G. Rear yard (min.) 35 ft. Building 2.5 stories 35 ft. H. Height (max.)

3:4:2 Siting and Building Requirements

3.4:3 Dwelling Unit Occupancy

The following combinations of occupants are permitted in R-1:

- (1) Family
- (2) Supplemental Occupant: One (1) supplemental occupant shall be permitted per dwelling permitted in the R-1Zoning District subject to the conditions of Section 11.1:17.

Section 3.5 R-2 Residential District

3:5:1Purpose

The R-2 District is established to provide areas of higher density residential development than is permitted in the R-1District and a mixture of housing types including houses, townhouses, and cottage courts.

3:5:2 Siting and Building Requirements

Lot Size			\wedge
A. Area (min).		3,500 sq. ft.	
B. Width (min)		35 ft.	
Width (max.)		120 ft	
C. Depth (min.)		100 ft.	
Impervious coverage (max.)		60%	
Setbacks			¥
D. Front yard (min.)		15 ft.	
Front yard (max.)		40 ft.	
E. Side yard (min.)	5 ft. each	15 ft. sum	
F. Side street yard (min.)		15 ft.	
G. Rear yard without alley (min.)		25 ft.	
Rear yard with alley (min.)		20 ft.	• • • • • • • • • • • • • • • • • • •
Building			
H. Height (max.)	3 stories	40 ft.	
I. Width (max.)		100 ft.	

3.5:3 Dwelling Unit Occupancy

The following combinations of occupants are permitted in R-2:

- (1) Family
- (2) Owner's family plus up to two (2) unrelated persons depending on space and offstreet parking availability.
- (3) Up to four (4) unrelated persons for each dwelling unit.

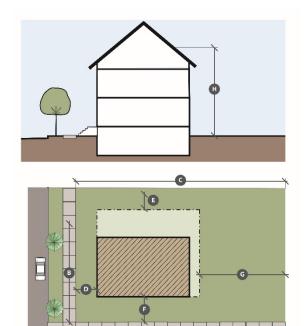
Section 3.6 R-3 Residential District

3.6:1Purpose

The R-3 District is established to accommodate a flexible variety of housing types, integrate context-sensitive office and university uses, and serve as a transition from mixed-use districts to surrounding residential neighborhoods

3.6:2 Siting	and	Building	Requirements
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Lot Size		
A. Area (min).		7,500 sq. ft.
B. Width (min)		50 ft.
C. Depth (min.)		100 ft.
Impervious coverage (max.)		40%
Setbacks		
D. Front yard (min.)		15 ft.
Front yard (max.)		40 ft.
E. Side yard (min.)	8 ft. each	20 ft. sum
F. Side street yard (min.)		20 ft.
G. Rear yard without alley (min.)		25 ft.
Rear yard with alley (min.)		20 ft.
Building		
H. Height (max.)	3 stories	40 ft.
I. Width (max.)		150 ft.



3.6:3 Dwelling Unit Occupancy

The following combinations of occupants are permitted in R-3:

- (1) Houses, townhouses, flats/small apartments:
 - a) Family.
 - b) Owner's family plus up to two (2) unrelated persons, depending on space and offstreet parking availability.
 - c) Up to four (4) unrelated persons for each dwelling unit, depending on off-street parking and available space.
- (2) Apartment Complexes: Two or more multiple family dwellings on a single lot are regulated as a Special Land Use in this District.

Section 3.7 R-4 Mobile Home Park District

3.7.1 Purpose

The R-4 District is established to provide areas for residential Mobile Home Park development to expand the range of housing opportunities for residents of the City of Big Rapids. All mobile home park development shall be in accordance with the standards adopted by the Manufactured Housing Commission.

3.7:2 Siting and Building Requirements

(1) The minimum parcel size for a mobile home park shall be 15 acres.

(2) Siting and building restrictions shall be in accordance with the standards adopted by the Michigan Manufactured Housing Commission.

