

AGENDA
CITY OF KENTWOOD PLANNING COMMISSION
TUESDAY JUNE 13, 2023
KENTWOOD COMMISSION CHAMBERS
4900 BRETON AVENUE,SE
7:00 P.M.

6:00pm: Master Plan Sub-committee meeting – Conf. Rm#119 (Holtrop, Quinn, Vander Meer)

6:30pm: LUZ - Conf. Rm. #119 – (Benoit, Holtrop, Jones, Kape)

- A. Call to Order
- B. Pledge of Allegiance (Vander Meer)
- C. Roll Call
- D. Approval of the Minutes of May 23, 2023, and Findings of Fact for: **Case#11-23** Request by the City of Kentwood to amend the Animal Control and Form Based Code provisions of the Zoning Ordinance pertaining to building type size and massing, sign display, building type floor height, building type façade composition, building material and construction, and use allowances.
- E. Approval of the Agenda for June 13, 2023
- F. Declaration of Conflict of Interest.
- G. Acknowledge visitors and those wishing to speak to non- agenda items.
- H. Old Business
- I. Public Hearing

There are no Public Hearings.
- J. Work Session

Case#13-23 – Request of Bigg Architecture on behalf of Huntington Bank for a Special Land Use Freestanding Drive Through ATM at 2956 – 28th Street SE (Zoned C-2 Community Commercial)
- K. New Business

Set public hearing date of July 11,2023, for: **Case#14-23** – Storage Five Kentwood - Change in the Master Planned Land Use Designation from Commercial to Industrial for an 8.6 acre area of the property located at 1800-1900 44th Street SE;

Case#15-23 – EquipmentShare (Former Steelcase Fleet Facility)- Zoning Ordinance Text Amendment Located at 4250 – 52nd Street SE

L. Other Business

1. Form Based Code Powerpoint
2. Updated Draft of Architectural Standards for the Zoning Ordinance
3. Commissioners' Comments
4. Staff's Comments

M. Adjournment

*Public Hearing Format:

1. Staff Presentation – Introduction of project, Staff Report and Recommendation
Introduction of project representative
2. Project Presentation – By project representative
3. Open Public Hearing (please state name, address and speak at podium. Comments are limited to five minutes per speaker; exceptions may be granted by the chair for representative speakers and applicants.)
4. Close Public Hearing
5. Commission Discussion – Requests for clarification to project representative, public or staff
6. Commission decision – Options
 - a. postpone decision – table to date certain
 - b. reject proposal
 - c. accept proposal
 - d. accept proposal with conditions.



6 June 2023

City of Kentwood Planning Department
Ms. Lisa M. Golder, Economic Development Planner
PO Box 8848
Kentwood, MI 49518
GolderL@kentwood.us

RE: 2802 44th St. SE Master Plan Change

Dear Lisa,

Thank you once again for your assistance regarding our developmental project at 2802 44th St. SE, situated at the southeast corner of Walma St. and 44th St. Our client's objective is to introduce a new high-quality home ownership option to the City of Kentwood.

Today's current demand for housing is affected by the unsurpassed rise in construction costs, necessitating creative, yet thoughtful solutions. This particular property, spanning just under 5 acres, presents both a unique challenge and a remarkable opportunity to offer attached, single-family housing units for sale in this market.

For this reason, we are requesting a Master Plan amendment to allow for a Medium Density Residential development (permitting up to 8 units/acre). These units would consist of both one and two-story structures with attached garages, rear yards, and a few amenities. The concept we have included is preliminary, as we are still exploring the basic layout and amenity options.

Ultimately, our goal is to pursue a zone change to RPUD, which would enable a more collaborative approach to the design process in coordination with the City. We recognize the challenge at hand, and believe that through well-designed land planning and architecture, we can offer a medium density housing development for sale that is complementary to the surrounding neighborhood.

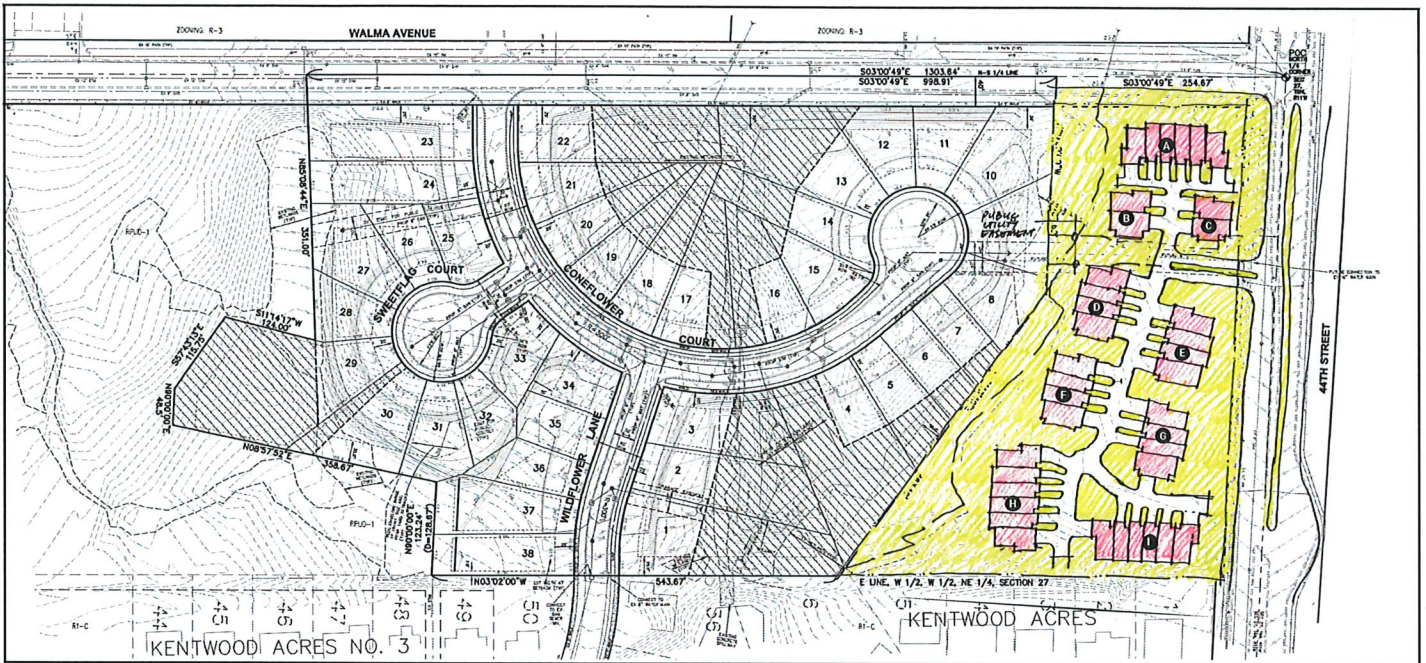
We firmly believe that a medium density design, developed in cooperation with the City through the RPUD process, would be a mutually beneficial endeavor. Given the urgent need for greater housing inventory, a development as we have described not only offers a new and exceptional housing choice for sale within the City of Kentwood but also ensures that it may be pursued in a way which is financially viable. We have already had productive meetings with City staff as well as the Land Use and Zoning Committee (for which we are thankful!), and we eagerly anticipate the opportunity to continue this dialogue with you on June 13th.

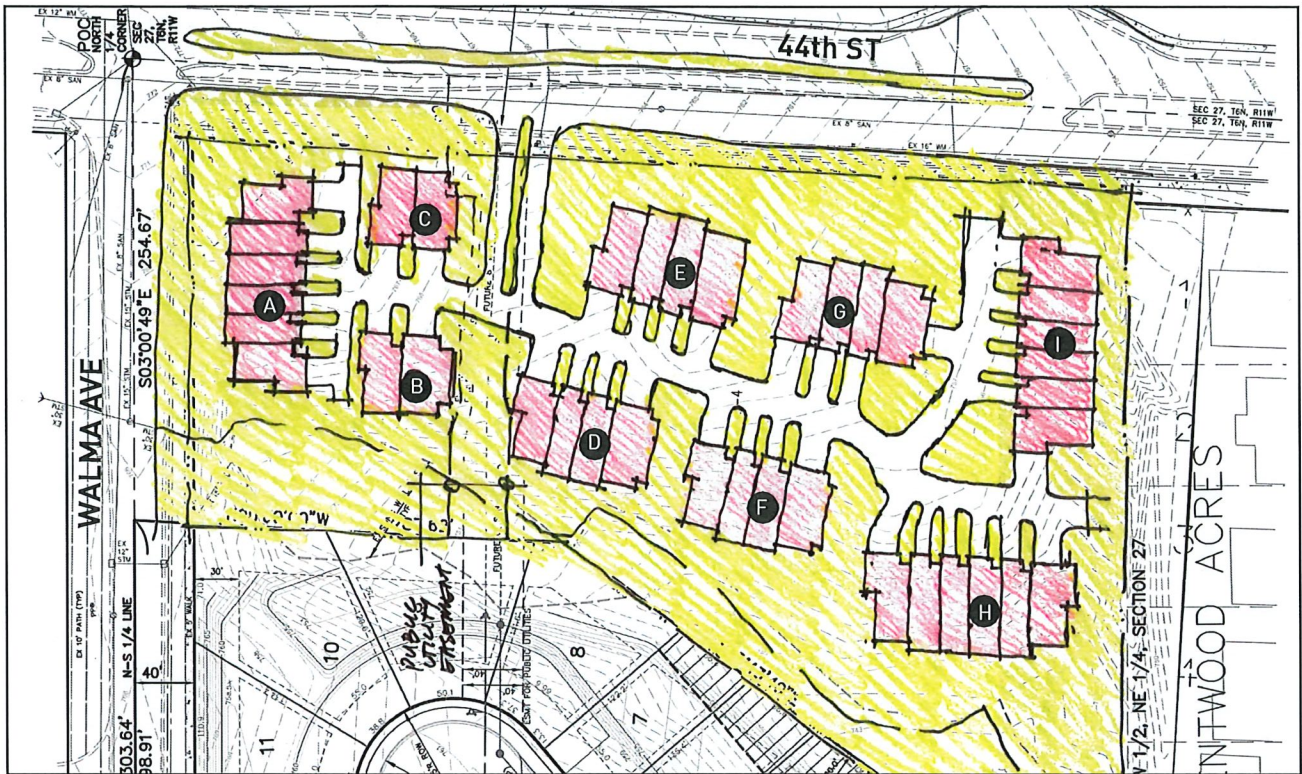
Again, our idea is still in process, and your input is greatly appreciated!

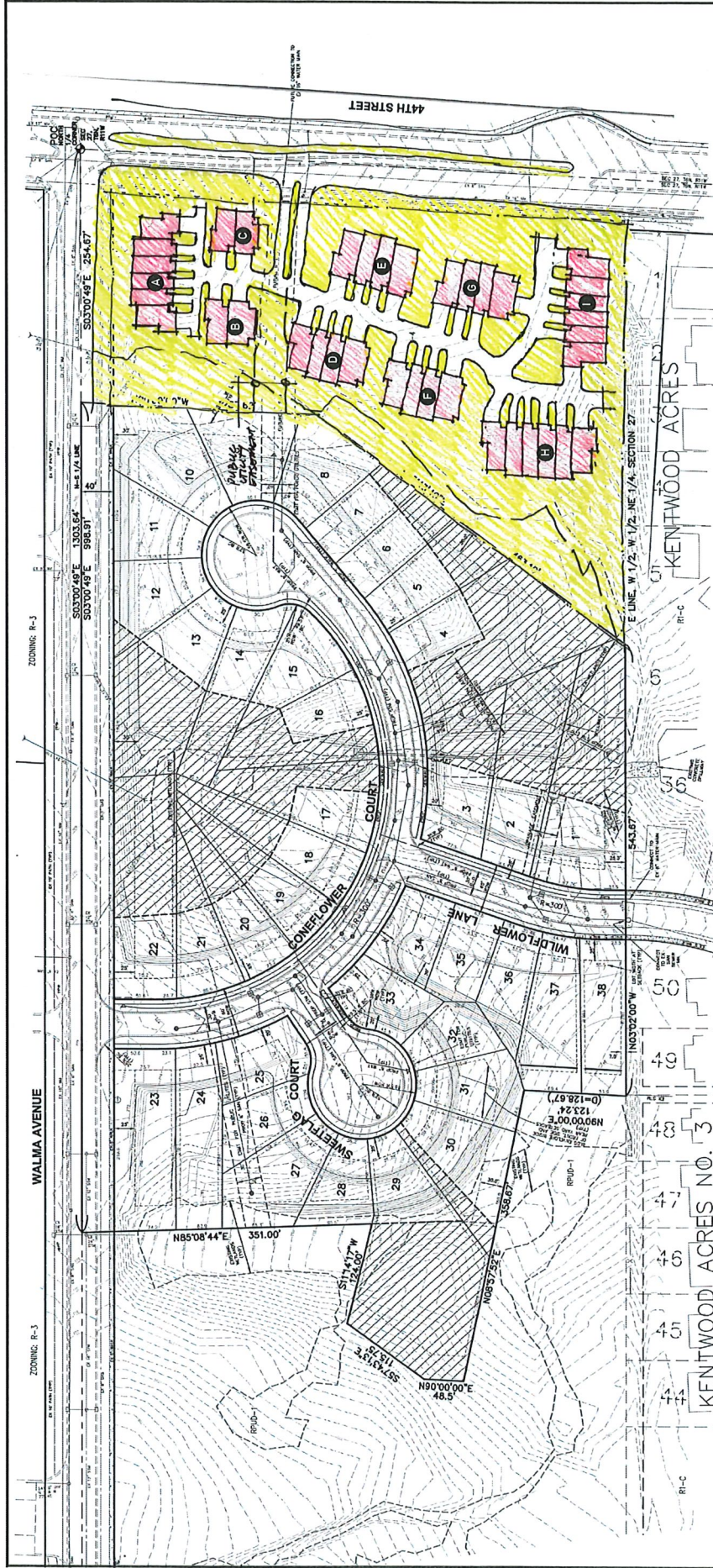
Sincerely yours,

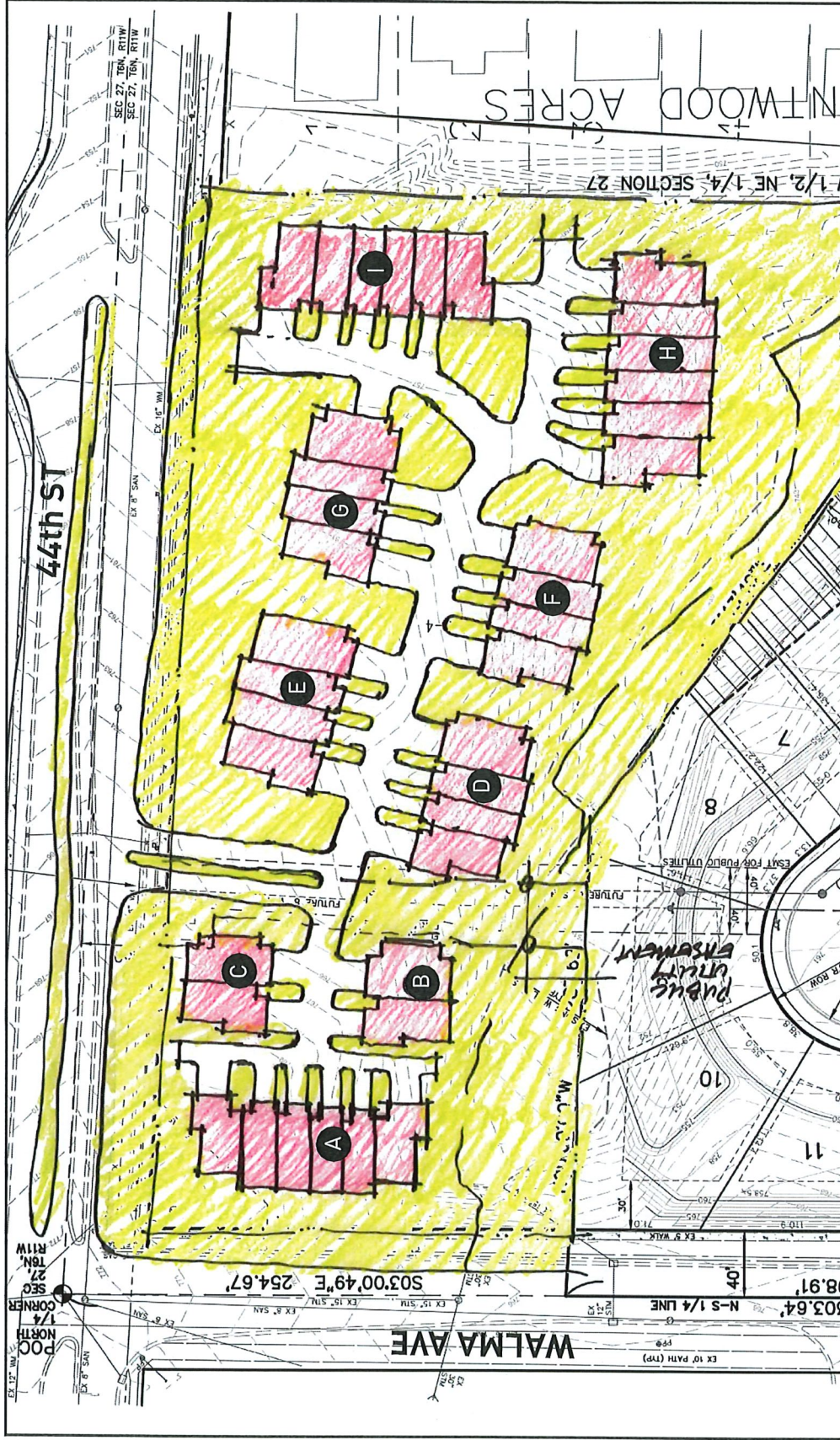
Michael C. Corby FAIA - President
INTEGRATED ARCHITECTURE

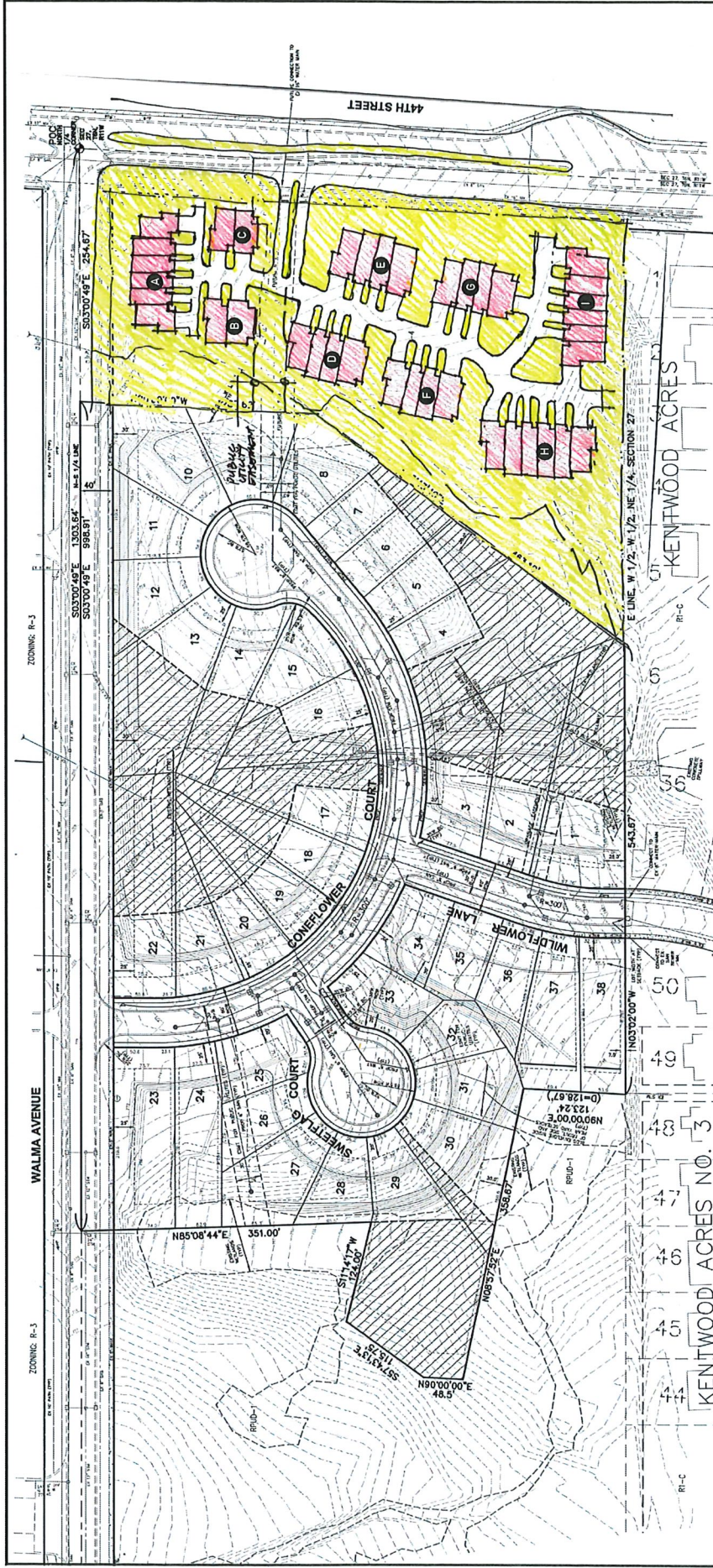
cc: Mike Bosgraaf
Attachment: Test Fit | Townhouses with Garages (38 Townhouses)

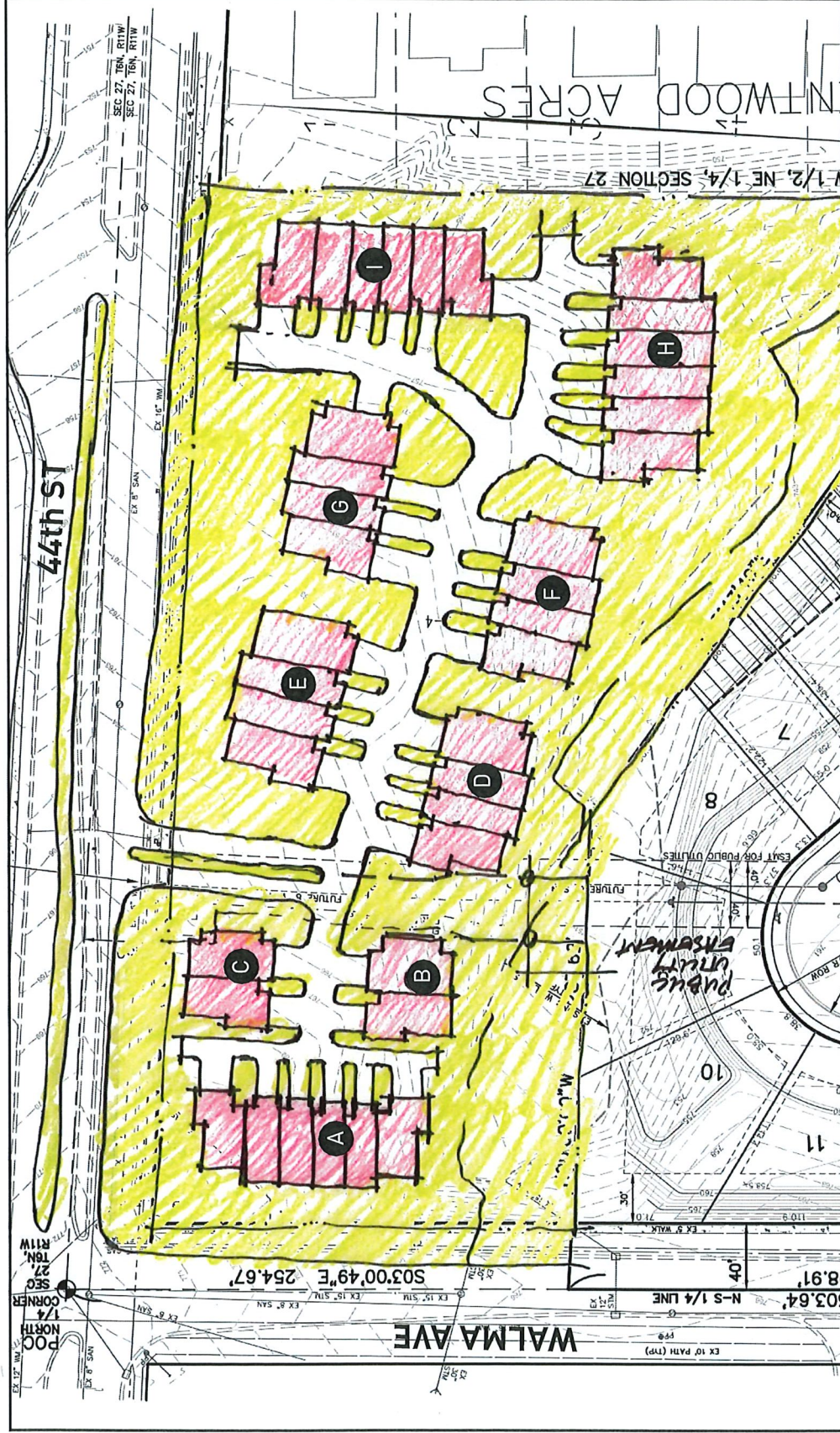














Memorandum

TO: Planning Commission Land Use and Zoning Committee

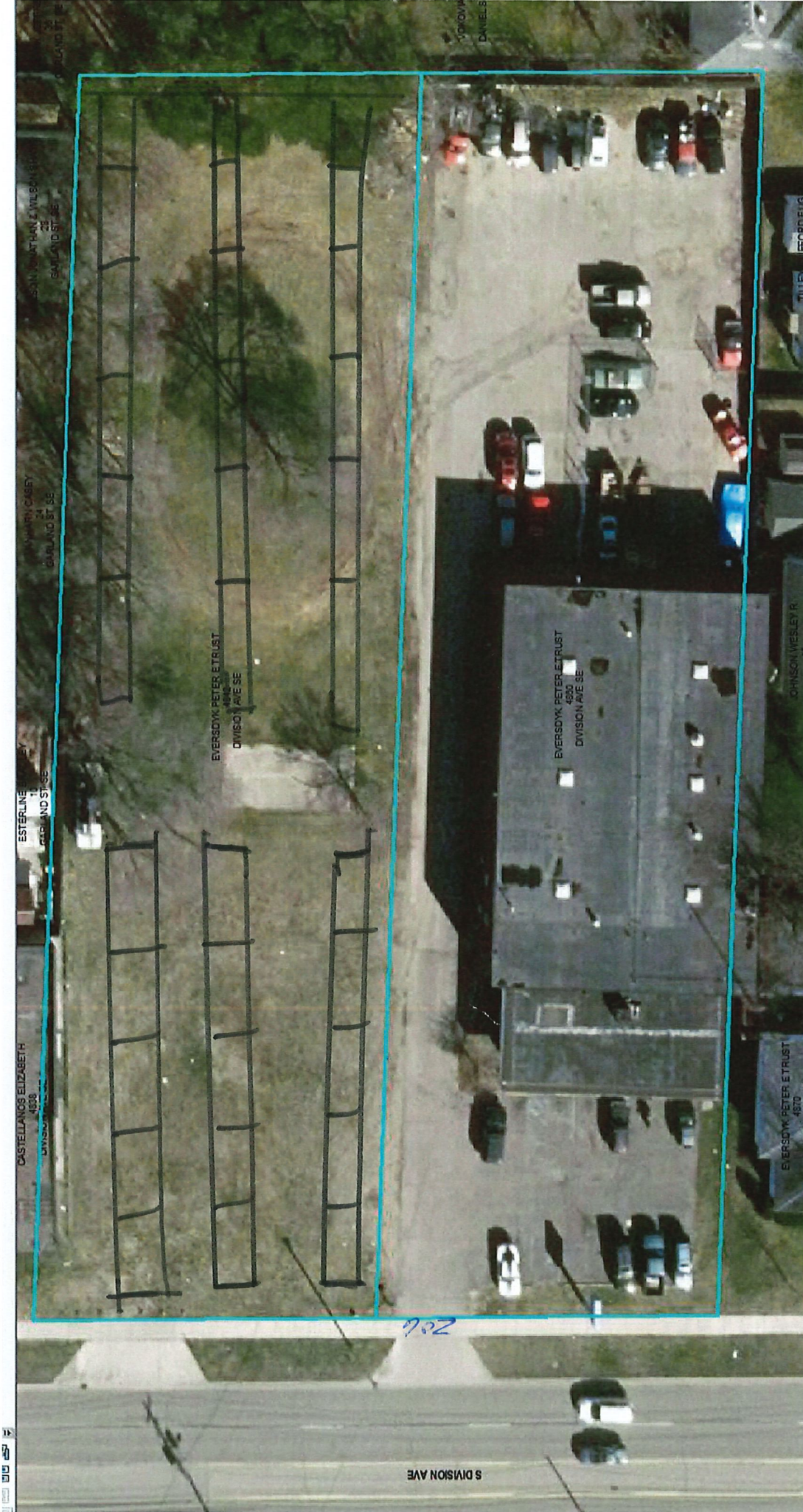
FROM: Terry Schweitzer, Community Development Director

DATE: June 8, 2023, 2023

RE: Prospective Flea Market Open Air Business

Attached is a sketch plan and brief description of a prospective Flea Market Open Air Business submitted by Robin Thomas for the properties addressed 4848 and 4860 Division Avenue South. She plans to occupy roughly half of the interior of the building as a secondhand store as well as invite vendors to set up outside sales once a week or less, not more than 2 days in a row. She also indicates the set-up and take-down of the outside sales will take place on the same day.

The site has a little more than the requisite 200-foot lot width and one acre lot area to make application for a Special Land Use Open Air Business and the associated site plan review to the Planning Commission. •The storage and display of materials is not permitted in any required front yard and shall meet all the yard setback requirements applicable to any building in the district. In the FBC context areas the minimum front yard open air display/storage setback is 20 feet, and a minimum two-foot-high screen wall or hedge shall be provided to screen the display and provide separation between the product and the sidewalk. •The lot areas used for parking, display or storage shall be provided with a bituminous or Portland cement binder so as to provide a permanent, durable, and dustless surface, and shall be graded and drained so as to dispose of all surface water. •A six-foot high vertical screen and/or a buffer zone may be required along the side and rear lot lines to enclose and screen the open-air sales and/or storage area. •The Planning Commission may, to ensure strict compliance with any regulation contained herein and required as a condition of the issuance of a permit for an open-air business use, require the applicant to furnish a performance guarantee satisfactory to and in an amount determined by the Planning Commission to be reasonably necessary to ensure compliance hereunder. In fixing the amount of the performance guarantee, the Planning Commission shall take into account the size and scope of the proposed open air business use, current prevailing cost of rehabilitating the premises upon default of the operator of the use, estimated expenses to compel the operator to comply by court decree, and other factors and conditions as might be relevant in determining the sum reasonable in the light of all facts and circumstances surrounding each application.



* Robin Thomas
(616) 425-1968

1,760 sq ft

* outside sales
once a week
or less, not
more than
2 days in a
row. Setup/
take down
same day!

PROPOSED MINUTES OF THE REGULAR MEETING
OF THE KENTWOOD PLANNING COMMISSION
MAY 23, 2023, 7:00 P.M.
COMMISSION CHAMBERS

- A. Chair Jones called the meeting to order at 7:00 p.m.
- B. The Pledge of Allegiance was led by Commissioner Weir.
- C. Roll Call:
Members Present: Dan Holtrop, Sandra Jones, Ed Kape, Alex Porter, Ray Poyner, Doug VanderMeer, Sarah Weir
Members Absent: Bill Benoit and Darius Quinn (with notification)
Others Present: Community Development Director Terry Schweitzer, Economic Development Planner Lisa Golder, Senior Planner Joe Pung, Planning Assistant Monique Collier, and the applicant.

Motion by Kape, supported by Holtrop, to excuse Commissioners Benoit and Quinn.

- Motion Carried (7-0) –
- Benoit and Quinn absent -

- D. Approval of the Minutes and Findings of Fact

Motion by Commissioner Holtrop, supported by Commissioner VanderMeer, to approve the Minutes of May 9, 2023.

- Motion Carried (7-0) –
- Benoit and Quinn absent -

- E. Approval of the Agenda

Motion by Commissioner Holtrop, supported by Commissioner Weir, to approve the agenda for the May 23, 2023 meeting.

- Motion Carried (7-0) –
- Benoit and Quinn absent -

- F. Acknowledge visitors wishing to speak to non-agenda items.

There was no public comment.

- G. Old Business

There was no old business

- H. Public Hearing

Case#11-23 Request by the City of Kentwood to amend the Animal Control and Form Based Code provisions of the Zoning Ordinance pertaining to building type size and massing, sign display, building type floor height, building type façade composition, building material and construction, and use allowances.

Schweitzer stated regarding animal control : Prior to changes in 2022, Kent County Animal Control was an operation of the county health department. Following a review and study of other animal control operations within Michigan, Kent County moved animal control operations under the oversight of the Kent County Sheriff's Office and passed a new county-wide animal control ordinance. Under the Dog Law of 1919, Act 339 of 1919, counties can establish an animal control agency, and in turn, "[t]he animal control agency shall have jurisdiction to enforce this act in any city, village or township which does not have an animal control ordinance." Given the language of Act 339 of 1919, any municipality which has its own local animal control ordinance would prevent Kent County from enforcing the County animal control ordinance.

Schweitzer stated the question Vandermeer had regarding menacing versus vicious is being worked out with the code of ordinances at the next City Commission meeting. They are referencing State law from 1919 as well as County regulations that are in place now.

Schweitzer stated regarding Form Based Code City staff originally recommended the waiver of the horizontal expression line and pilaster requirements for Flex and Mixed-Use Buildings if the entire building was devoted to residential use. The Planning Commission decided these requirements should be retained in the Mixed-Use Buildings to accommodate eventual commercial use more readily on the first floor. Regarding Flex Buildings, the Planning Commission preferred an administrative departure review as opposed to an automatic waiver to assure the design of the building façade provides a comparable distinction between the building base and the upper stories and/or provide comparable uniform vertical spaces or features.

- Amend Section 23.04.09, Table 4.01 PERMITTED USES to add:
Commercial Enterprise Producing Merchandise on Premise subject to Special Land Use and Site Plan Review in the Retail, Flex and Mixed-Use Building Types.
- Amend Section 23.04.10, Table 4.01 PERMITTED USES to add:
Commercial Enterprise Producing Merchandise on Premise subject to Special Land Use and Site Plan Review in the Retail and Flex Building Types

The Characteristics of this use are like microbreweries which are allowed subject to special land use and site plan review. The existing special land use site design standards limiting the number of merchandise production employees, production impact on adjacent occupied premises and on-site retail sale of product are important to these reviews.

- Amend Section 23.05.08.O.1 BUILDING MATERIALS AND CONSTRUCTION REQUIREMENTS to read as follows:

Section 23.05.08.O.1 Awnings shall be cloth, canvas, metal, or similar material. Shiny or reflective surfaces are not permitted.

There is otherwise no awning material restriction in any other zone district.

- Amend Section 23.05.10 MIXED USE BUILDING TYPE, BUILDING SIZE AND MASSING, Subsection C to read as follows:

C. Main body building width fronting a public street: 160 feet maximum and Main body building width non-public street frontage: 220 feet maximum.

- Amend Section 23.05.12 FLEX BUILDING TYPE, BUILDING SIZE AND MASSING, Subsection C to read as follows:

C. Main body building width fronting a public street: 160 feet maximum and Main body building width non-public street frontage: 220 feet maximum.

Changing the massing of the flex and mixed used buildings along the public street frontage has been a maximum of 150 feet the proposal is that the maximum goes to 160 feet and then staff went further and looking at those that are not on a public street frontage to allow up to a 220 foot dimension on the width. The consultants back in 2017 stressed that the building wall that you have along the public street frontage and as you get back into the property you can allow more flexibility.

The proposed changes is reflective of the characteristics of the buildings within the two apartment developments that have been approved by the city under the Division Avenue FBC zoning both in terms of frontage on public streets as well as non-public street frontages. The 160-foot building width fronting Division Avenue appears to be a reasonable scale to establish the “building wall”. City staff has previously interpreted these building width restrictions to be less strict on non-public frontages.

- Amend Section 23.05.12 FLEX BUILDING HEIGHT FLOOR REQUIREMENTS Subsection A to read as follows:

A. Ground floor: Floor to ceiling height shall be ten (10) feet minimum, measured from the finished floor to the finished ceiling or bottom of exposed structural elements. BASIS: The minimum 10-foot requirement will reasonably provide the desired flexibility for either residential or commercial use of ground floor space in a Flex Building. Mixed Us Building must continue to provide the minimum 14-foot first floor height.

- Amend Section 23.05.14.A, FORECOURT: LARGE MULTI-PLEX BUILDING Subsection A to read as follows:

A. Building may have a flat roof with parapet or a pitched (sloped) roof.

•Amend Section 23.05.14.B, DOORYARD: LARGE MULTI-PLEX BUILDING Subsection A to read as follows:

A. Building may have a flat roof with parapet or a pitched (sloped) roof.

•Amend Section 23.05.14.C, STOOP: LARGE MULTI-PLEX BUILDING Subsection A to read as follows:

A. Building may have a flat roof with parapet or a pitched (sloped) roof.

•Amend Section 23.05.14.D, PROJECTING PORCH: LARGE MULTI-PLEX BUILDING Subsection A to read as follows:

A. Building may have a flat roof with parapet or a pitched (sloped) roof.

The FBC only allows pitched roofs for small multiplex and flex buildings. It appears reasonable to make similar allowance for the large multiplex buildings.

•Amend Section 23.07.16, SIGN SIZE, PROPORTION AND LOCATION, Subsections C and D to read as follows:

C. The maximum height of ground signs shall be five (5) feet, measured from adjacent grade.

D. The Maximum width of ground signs to be six (6) feet.

• Amend Section 23.07.16, SIGN STANDARDS, Subsections A, B, C, and D to read as follows:

A. Masonry Base Required. All permanent ground signs must have a base that is equal or greater in width than the width of the sign. The base must be made of masonry or brick. The base must be at least 12 inches above the grade that lies adjacent to the sign. The Zoning Administrator may permit a material that replicates the appearance of masonry or brick in lieu of actual masonry or brick construction.”

B. Ground sign shall be designed to be compatible with the character of the surrounding buildings and materials to promote a unified design which complements the buildings’ massing, scale, and material.

C. Ground sign is not permitted to be changeable copy, except for gasoline price signs, directory signs listing more than one tenant, and signs advertising restaurant food specials, films and live entertainment, which change on a regular basis.

D. Ground signs may be double- or single-faced.

Buildings within FBC are permitted to have as many as seven different signs attached to the building, much more than allowed in any of the other zone districts in the community, and the FBC build to line or build to zone requirements often leaves very little area between the building and the sidewalk to place ground signs. Therefore, it may be

reasonable to merely make the 24 square foot ground sign allowance, with up to 5-foot height and width dimensions, available for both single and multi-tenant buildings in only the Corridor Edge context area.

•Amend Section 27.07.09 Sign Band Sign, Sign Illumination, to delete Subsection B prohibitions on internal illumination and neon.

Internal illumination and neon are otherwise allowed in all other zone districts.

Jones opened the public hearing.

There was no public comment.

Motion by Kape, supported by Poyner, to close the public hearing.

- Motion Carried (7-0) –
- Benoit and Quinn absent -

VanderMeer questioned if this was specific to Division Avenue or if there other areas of Kentwood where these amendments could be applied. Schweitzer stated it is customized for the Division Avenue corridor because we are looking at a redevelopment along there consistent with our neighbors to the west and the north. Schweitzer stated a lot of the features of FBC draw upon the bus rapid transit service and prospect of reducing the need to have two car households.

Poyner questioned if any of these recommendations conflict with any feedback we have gotten from the citizens in the area. Schweitzer stated he isn't aware of any and noted that a few businesses in the area would like to take advantage of the commercial enterprising option.

Kape suggested for the benefit of new commissioners, staff should provide a PowerPoint on FBC. Schweitzer stated at the next meeting staff will devote some time to go over that as a refresher for some and an introduction for others He stated staff will add more of the graphics that might bring more clarity. Jones stated to also add what is allowable in corridor general, corridor edge etc. Jones asked if staff could send out the powerpoint in advance of the meeting. She also suggested that the commissioners take a look at it ahead of time and formulate their questions before they come in. She stated that would be helpful to help move the conversation along.

Motion by Holtrop, supported by Kape, to recommend to the City Commission amendment of the Zoning Ordinance Form Based Code provisions pertaining to building type size and massing, sign display, building type floor height, building type façade composition, building material and construction, and use allowances as described in Schweitzer's memo dated May 16, 2023.

- Motion Caried (7-0) –
- Benoit and Quinn absent -

Motion by Holtrop, supported by Poyner, to recommend to the City Commission amendment of the Zoning Ordinance to amend the definition of a kennel; amend a special land use site design standard for kennels; as described in Schweitzer’s memo dated May 16, 2023.

- Motion Caried (7-0) –
- Benoit and Quinn absent -

I. Public Meeting

Case# 12-23 - 2180-2186 44th Street Master Plan Amendment – Change in the Master Planned Land Use Designation from Commercial to High Density Residential

The applicant, Vince Rostov was present.

Golder stated that the request is for a change in the Master Plan Land Use Designation from Commercial to High Density Residential.

Golder stated the proposed condominium use is located at the corner of 44th Street and Applewood Drive. The property to the south of the development is a duplex and is located 186 feet away from the existing office building and it is master planned for Medium Density Residential use. The property to the west is an office development of a similar design and era as 2180-86 44th Street. It is Master Planned for Office use. The subject property currently has 2 three story office buildings, connected by a common hallway. The applicant’s plan is to convert the buildings into a high-density residential condominium development, with a total of 16 condominiums units.

Golder stated at the work session there was discussion as to whether or not to assign conditions to this Master Plan designation. She stated we have done that before therefore she thinks it will be appropriate to say that these are going to be owned rather than a rental.

Golder stated According to the Institute of Traffic Engineers report Trip Generation, 11th Edition, office developments of approximately 18,000 square feet can generate approximately 267 trips per day. A 16-unit condominium development can generate approximately 108 trips per day. She stated the number of trips per day for a condominium development is a lot less and there is less parking that is going to be required on the site so there will be more greenspace.

Golder stated she received a letter expressing disagreement with the change in the master plan from a neighbor. They were concerned that this will lead to the amendment to the Master Plan for all the other buildings that are west of this that look similar.

Golder stated the next step in the process is to ask the City Commission to set a hearing date of at least 42 days in the future.

Poyner stated there has been some opposition regarding precedent setting for this location. He questioned, with this proposal to change the Master Plan is it isolated to this location only or will it be a larger area. Golder stated the Master Plan amendment is for this parcel only with Applewood Drive serving as the dividing line is Applewood. Discussion ensued.

Golder stated the current Master Plan designation is commercial, but office is adjacent

J. Work Session

There were no work sessions.

K. New Business

Motion by Holtrop, supported by Poyner, to set a public hearing date of June 27, 2023 for: Case#13-23 – Request of Bigg Architecture on behalf of Huntington Bank for a Special Land Use Freestanding Drive Through ATM at 2956 – 28th Street SE (Zoned C-2 Community Commercial)

- Motion Carried (7-0) –
- Benoit and Quinn absent -

L. Other Business

1. Commissioners' Comments

Poyner stated he will be away in Florida for the months of June and July. He stated he would like to continue to receive the electronic packet.

VanderMeer stated he would like “conflict of interest” to be added to the agenda. The commissioners agreed that this was a good idea.

VanderMeer stated we need more advance notification on the road closings 52nd Street in particular.

Holtrop mentioned that a couple of the lights are flickering in the commission chambers.

Kape stated Park & Rec had Bark in the Park and raised almost \$5,000 dollars. Over 200 people and 200 dogs came out. He stated the next food truck event will be in a couple of weeks.

Weir asked about the prospect of planning commissioners having City email addresses. She stated if she recalls correctly the City Attorney was saying he was going to look further into it. Schweitzer stated he will follow up.

Jones questioned if we have any ordinances for the number of vehicles one house can have. Schweitzer stated our restrictions come in play in terms of parking. If someone has a vehicle parked in the side yard or rear yard and they are not licensed and not operable then code enforcement would come into play.

2. Staff's Comments

Schweitzer stated we will get back again with our work on Zoning Ordinance Amendments for architectural guidelines. He stated staff has continued to have conversations with builders.

M. Adjournment

Motion by Commissioner Kape, supported by Commissioner Poyner, to adjourn the meeting.

- Motion Carried (7-0) –
- Benoit, Quinn absent -

Meeting adjourned at 8:00pm

Respectfully submitted,

Ed Kape, Secretary

**CITY OF KENTWOOD
PLANNING COMMISSION
PROPOSED
FINDINGS OF FACT
JUNE 13, 2023**

Schweitzer 5-16-2023

PROJECT: Zoning Ordinance Amendments-Animal Control

APPLICATION: 11-23

HEARING DATE: May 23, 2023

REVIEW TYPE: Zoning Ordinance Text Amendments

MOTION: **Motion by Holtrop, supported by Poyner, to recommend to the City Commission amendment of the Zoning Ordinance to amend the definition of a kennel; amend a special land use site design standard for kennels; as described in Schweitzer's memo dated May 16, 2023.**

- Motion Carried (7-0) –
- Benoit and Quinn absent -

RECOMMENDED ORDINANCE AMENDMENT LANGUAGE:

Amend Section 2.02.K to read in full as follows:

K. Definitions "K."

Kennel. Any lot or premises on which more than three dogs or cats, six months of age or older are kept.

Amend Section 15.04.R.15 Kennels to read in full as follows:

15. The applicant shall comply with applicable county, state, and/or federal requirements associated with kennels and animal care. Kennel licenses may be permitted as herein and under the requirements and licensing of the director of animal control of the county. Only under these circumstances will more than three dogs or cats six months of age or over be permitted in one person's care, custody, or control in the city. The applicant shall provide proof of licensure within a reasonable time.

GENERAL BASIS: Prior to changes in 2022, Kent County Animal Control was an operation of the county health department. Following a review and study of other animal control operations within Michigan, Kent County moved animal control operations under the oversight of the Kent County Sheriff's Office and passed a new county-wide animal control ordinance. Under the Dog Law of 1919, Act 339 of 1919, counties can establish an animal control agency, and in turn, "[t]he animal control agency shall have jurisdiction to enforce this act in any city, village or

township which does not have an animal control ordinance.” Given the language of Act 339 of 1919, any municipality which has its own local animal control ordinance would prevent Kent County from enforcing the County animal control ordinance.

The city does not have to surrender completely its ability to regulate animals within its jurisdiction. As an example, the county ordinance is silent on loud animals creating a nuisance; this can be kept in place by moving loud animals to an alternative section of the City’s current ordinance. Further, the city may still regulate certain aspects of the existing animal control ordinance through zoning and special land use permits. The city will take deliberate steps to ensure it has ordinance language in place where the county ordinance is silent.

It is the City’s desire to allow Kent County Animal Control to continue the enforcement of dog bites, loose or stray animals, animal abuse/neglect, and things of this nature. They are better equipped for these types of enforcement actions and have the facilities to care for/hold animals in situations like this. Further, it is safe for our staff, mainly the police department, to defer to the County on many of these matters.

On May 8, 2023, the Kentwood City Commission passed an ordinance to repeal Chapter 10 Animals in its entirety from the Code of Ordinances as well as relocated provisions relating to: defecation on public and private property; barking, yelping, and howling; and vicious animals. The Zoning Ordinance amendments align and supplement the amendments to the Code of Ordinance

**CITY OF KENTWOOD
PLANNING COMMISSION
PROPOSED
FINDINGS OF FACT
JUNE 13, 2023**

Schweitzer 5-16-2023

PROJECT: Zoning Ordinance Amendments-Form Based Code

APPLICATION: 11-23

HEARING DATE: May 23, 2023

REVIEW TYPE: Zoning Ordinance Text Amendments

MOTION: **Motion by Holtrop, supported by Kape, to recommend to the City Commission amendment of the Zoning Ordinance Form Based Code provisions pertaining to building type size and massing, sign display, building type floor height, building type façade composition, building material and construction, and use allowances as described in Schweitzer’s memo dated May 16, 2023.**

- Motion Caried (7-0) –
- Benoit and Quinn absent –

RECOMMENDED ORDINANCE AMENDMENT LANGUAGE:

- Amend Section 23.02.04 SPECIFIC FORM -BASED CODE ADMINISTRATIVE DEPARTURES to add a new subsection 23.02.04.C 6.

An Administrative Departure from the horizontal expression line and/or pilaster/wall surface requirements may be granted where the design of the building façade provides a comparable distinction between the building base and the upper stories and/or provide comparable uniform vertical spaces or features.

BASIS: City staff originally recommended the waiver of the horizontal expression line and pilaster requirements for Flex and Mixed-Use Buildings if the entire building was devoted to residential use. The Planning Commission decided these requirements should be retained in the Mixed-Use Buildings to accommodate eventual commercial use more readily on the first floor. Regarding Flex Buildings, the Planning Commission preferred an administrative departure review as opposed to an automatic waiver to assure the design of the building façade provides a comparable distinction between the building base and the upper stories and/or provide comparable uniform vertical spaces or features.

- Amend Section 23.04.09, Table 4.01 PERMITTED USES to add:

Commercial Enterprise Producing Merchandise on Premise subject to Special Land Use and Site Plan Review in the Retail, Flex and Mixed-Use Building Types.

Amend Section 23.04.10, Table 4.01 PERMITTED USES to add:

Commercial Enterprise Producing Merchandise on Premise subject to Special Land Use and Site Plan Review in the Retail and Flex Building Types

BASIS: The Characteristics of this use are like microbreweries which are allowed subject to special land use and site plan review. The existing special land use site design standards limiting the number of merchandise production employees, production impact on adjacent occupied premises and on-site retail sale of product are important to these reviews.

•Amend Section 23.05.08.O.1 BUILDING MATERIALS AND CONSTRUCTION REQUIREMENTS to read as follows:

Section 23.05.08.O.1 Awnings shall be cloth, canvas, metal, or similar material. Shiny or reflective surfaces are not permitted.

BASIS: There is otherwise no awning material restriction in any other zone district.

•Amend Section 23.05.10 MIXED USE BUILDING TYPE, BUILDING SIZE AND MASSING, Subsection C to read as follows:

C. Main body building width fronting a public street: 160 feet maximum and Main body building width non-public street frontage:220 feet maximum.

•Amend Section 23.05.12 FLEX BUILDING TYPE, BUILDING SIZE AND MASSING, Subsection C to read as follows:

C. Main body building width fronting a public street: 160 feet maximum and Main body building width non-public street frontage: 220 feet maximum.

BASIS: The proposed changes is reflective of the characteristics of the buildings within the two apartment developments that have been approved by the city under the Division Avenue FBC zoning both in terms of frontage on public streets as well as non-public street frontages. The 160-foot building width fronting Division Avenue appears to be a reasonable scale to establish the “building wall”. City staff has previously interpreted these building width restrictions to be less strict on non-public frontages.

•Amend Section 23.05.12 FLEX BUILDING HEIGHT FLOOR REQUIREMENTS Subsection A to read as follows:

- A. Ground floor: Floor to ceiling height shall be ten (10) feet minimum, measured from the finished floor to the finished ceiling or bottom of exposed structural elements.

BASIS: The minimum 10-foot requirement will reasonably provide the desired flexibility for either residential or commercial use of ground floor space in a Flex Building. Mixed Use Building must continue to provide the minimum 14-foot first floor height.

- Amend Section 23.05.14.A, FORECOURT: LARGE MULTI-PLEX BUILDING Subsection A to read as follows:

- A. Building may have a flat roof with parapet or a pitched (sloped) roof.

- Amend Section 23.05.14.B, DOORYARD: LARGE MULTI-PLEX BUILDING Subsection A to read as follows:

- A. Building may have a flat roof with parapet or a pitched (sloped) roof.

- Amend Section 23.05.14.C, STOOP: LARGE MULTI-PLEX BUILDING Subsection A to read as follows:

- A. Building may have a flat roof with parapet or a pitched (sloped) roof.

- Amend Section 23.05.14.D, PROJECTING PORCH: LARGE MULTI-PLEX BUILDING Subsection A to read as follows:

- A. Building may have a flat roof with parapet or a pitched (sloped) roof.

BASIS: The FBC only allows pitched roofs for small multiplex and flex buildings. It appears reasonable to make similar allowance for the large multiplex buildings.

- Amend Section 23.07.16, SIGN SIZE, PROPORTION AND LOCATION, Subsections C and D to read as follows:

- C. The maximum height of ground signs shall be five (5) feet, measured from adjacent grade.

- D. The Maximum width of ground signs to be six (6) feet.

- Amend Section 23.07.16, SIGN STANDARDS, Subsections A, B, C, and D to read as follows:

- A. Masonry Base Required. All permanent ground signs must have a base that is equal or greater in width than the width of the sign. The base must be made of masonry or brick. The base must be at least 12 inches above the grade that lies adjacent to the sign. The Zoning Administrator may permit a material that replicates the appearance of masonry or brick in lieu of actual masonry or brick construction."

- B. Ground sign shall be designed to be compatible with the character of the surrounding buildings and materials to promote a unified design which complements the buildings' massing, scale, and material.

- C. Ground sign is not permitted to be changeable copy, except for gasoline price signs, directory signs listing more than one tenant, and signs advertising restaurant food specials, films and live entertainment, which change on a regular basis.
- D. Ground signs may be double- or single-faced.

BASIS: Buildings within FBC are permitted to have as many as seven different signs attached to the building, much more than allowed in any of the other zone districts in the community, and the FBC build to line or build to zone requirements often leaves very little area between the building and the sidewalk to place ground signs. Therefore, it may be reasonable to merely make the 24 square foot ground sign allowance, with up to 5-foot height and width dimensions, available for both single and multi-tenant buildings in only the Corridor Edge context area.

- Amend Section 27.07.09 Sign Band Sign, Sign Illumination, to delete Subsection B prohibitions on internal illumination and neon.

BASIS: Internal illumination and neon are otherwise allowed in all other zone districts.

STAFF REPORT June 8, 2023

PREPARED FOR: Kentwood Planning Commission

PREPARED BY: Terry Schweitzer

CASE NO.: 13-23 Huntington Bank ATM

GENERAL INFORMATION

APPLICANT:	Optivia LLC 3574 Kemper Road Cincinnati, OH 45241	BIGGDESIGNS LLC 131 E. Commerce Street Milford, MI 48381
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APPLICANT REPRESENTATIVE:	Kathryn Settimo
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STATUS OF APPLICANT:	Petitioner by Way of License Agreement
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REQUESTED ACTION:	Special Land Use Freestanding Drive Through Establishment and Site Plan Review
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EXISTING ZONING OF SUBJECT PARCEL:	C-2 Community Commercial
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GENERAL LOCATION:	In the front parking lot of a multi-tenant shopping center at 2956 28 th Street, SE
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PARCEL SIZE:	3.09 acres
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EXISTING LAND USE ON THE PARCEL:	Multi-tenant Shopping Center
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ADJACENT AREA LAND USE:	N- Multi-tenant Shopping Center S- Retail, Open Air Sales E- Multi-tenant Shopping Center W- Drive Through Restaurant
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ZONING ON ADJOINING PARCELS:	All adjoining properties are zoned C-2 Community Commercial
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Compatibility with Master Plan:

The Kentwood Master Plan designation for this site is commercial use. The use is generally consistent with this land use designation.

Relevant Zoning Ordinance Sections:

Chapter 8 contains the Commercial/Office Districts. Chapter 15 contains the general and specific Special Land Use standards for a drive through establishment. Chapter 14 details the site plan standards.

Proposal Overview:

The applicant, Optiva LLC, a bank equipment service representing Huntington Bank, is requesting approval of a freestanding ATM at 2956 28th Street, SE. The proposed use requires Special Land Use and site plan review and approval by the Planning Commission.

TECHNICAL INFORMATION

Streets and Traffic

The site is located on the south side of 28th Street, one-tenth of a mile west of Radcliff Avenue and the main entrance into Woodland Mall. 28th Street is a five-lane arterial roadway with two through lanes in each direction and a center turn lane. The posted speed limit along 28th Street is 45 miles per hour and the 2018 traffic count was 32,147. There is a deceleration lane as eastbound motorists approach the boulevard access into the property.

Trip Generation and Traffic Analysis

We have decided to use information for the “Drive-in Bank” land use from the Eleventh Edition of the ITE Trip Generation Manual. As the land use is focused on banks and not ATMs, not all the information is applicable to the situation. However, we have determined that the VTE (Vehicle Trip Ends) per drive-in lanes section provided valuable daily and peak hour data. (All data found in General Urban/Suburban settings)

VTE per Drive-in Lane

Weekday: 125.03 trips per day

Weekday, One Peak Hour of Adjacent Street Traffic Between 7 and 9am: 8.54 trips per hour

Weekday, One Peak Hour of Adjacent Street Traffic Between 4 and 6pm: 27.07 trips per hour

Weekday, AM Peak Hour of Drive-in: 17.14 trips per hour

Weekday, PM Peak Hour of Drive-in: 22.38 trips per hour

Saturday, Peak Hour of Drive-in: 27.67 trips per hour

Staff Review

1. The applicants wish to install a freestanding bank ATM in a parking lot that supports a 31,000 square foot multi-tenant building. Our first concern is the proximity of the ATM to the driveway. The Zoning Ordinance requires a minimum of 4 standing spaces per outside teller or other outside service window, so we similarly would require at least the same. The locations proposed by the applicant to date appear to provide insufficient stacking for a queue waiting to utilize the ATM, resulting in a back-up obstructing the driveway. Planning staff has requested that the applicant provide the city with a time-of-day distribution of the projected ATM traffic to assist in gauging how far away from the driveway the ATM should be placed.
2. The ITE trip generation noted above would suggest that, on average, during the peak am and pm peaks, the ATM traffic could be arriving every 2 and a half to 3 and a half minutes. For that reason, staff feel the ATM location should be further removed from the entrance in anticipation of the queuing of traffic.
3. Our second concern relates to the sufficiency of the front parking field to serve the patrons of the shopping center. The existing shopping center building is 31,000 square feet in area. There are currently 79 parking spaces in front of the building. According to Kentwood parking standards, a total of 120 parking spaces are required. So roughly two-thirds of the required parking is in front of the building. Given the proposed ATM design, at least 10 existing front parking spaces would be lost.
4. There are 39 striped parking spaces on the paved parking area behind the building and sufficient room for additional pavement striping just outside the rear access door of the restaurant tenant space to accommodate at least another 26 parking spaces. It appears employees are already parking behind the building given the number of cars parked there during the day.
5. The rear yard parking area interconnects with the adjacent Burger King site to the west allowing alternate access out to both 28th Street and 29th Street. In addition, the parking area in southeast portion of the overall 2956 28th Street site interconnects with the New 2 You secondhand retail store located at 2929-29th Street.
6. Our third concern is how the proposed ATM traffic will mesh with the other parking lot circulation. They are proposing that motorists approach the ATM from the east in the same manner that a car coming into the parking field may travel. If the distance from the driveway is sufficient to queue the ATM traffic this may work if motorists exiting the ATM continue westward and then circulate south around the double tiered parking area and exit south to 29th Street or turn back to the east to leave via the 28th Street driveway.
7. Given the relative grade of the shopping center to the east, it would be desirable to also establish a new interconnection from the parking area south of the existing shopping center building at 2956 28th Street, SE over to the shopping center parking area at 2978 28th Street, SE.
8. The lighting for the site consists of four light poles in the front parking lot and downlighting above the awning of each of the tenant spaces in front of the building. In addition, the applicant is proposing a light pole over the ATM. This may be sufficient lighting in the front. However, alongside the west building elevation there are two wall

pack lights and along the rear of the building there are several wall pack lights, a light pole and two spotlights. This lighting may need to be re-evaluated and upgraded to the extent that shopping center patrons may choose to park behind the building.

9. The dumpsters along the south side of the building should all be enclosed and organized in a uniform manner if shopping center patrons are more apt to park behind the building and there is greater utilization of cross access with adjoining commercial properties.
10. The Planning Commission reviewed and approved a freestanding ATM in December of 1993 in the parking lot of the shopping center on the southeast corner of 52nd Street and Eastern Avenue. The approved ATM location was far removed from the public right-of-way and stacking for up to 6 cars was provided. The ATM no longer exists at this site.
11. There is a freestanding ATM in the parking lot of a shopping center on the north side of 44th Street, just west of Breton Avenue in the City of Grand Rapids. It is in the main parking field serving the center near major boulevard access, a short distance from the public right-of-way. It has a one way, east to west circulation design aligned with the parking field.

Special Land Use

12. There are specific site design standards for Restaurants and other establishments with drive-in or drive-through facilities (including retail and financial institutions).

- The point of drive-through transaction shall be setback 50 feet from any adjacent public right-of-way line or property line.

The proposed plan addresses this requirement.

- Establishments constructed adjacent to other offices and commercial developments shall have a direct vehicular access connection where possible.

There are several vehicular linkages with properties immediately to the south and west, and given the relative grades of the shopping center to the east, it would be desirable to establish a new interconnection from the parking area south of the existing shopping center building at 2956 28th Street, SE over to the shopping center parking area at 2978 28th Street, SE.

General Special Land Use Standards

13. As a Special Land Use, the proposed Drive Through Establishment must also comply with the standards of Section 15.02, as follows:
 - A. Be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance, with the existing or intended character of the general vicinity and that a use will not change the essential character of the area in which it is proposed.

The challenges with this site involve what appears to be insufficient stacking for a queue waiting to utilize the ATM with the back-up obstructing the driveway, the sufficiency of the front parking field to serve the patrons of the shopping center and how the proposed ATM traffic will mesh with the other parking lot circulation.

- B. Be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewage facilities or schools.

The use is adequately served by public utilities.

- C. Not create excessive additional requirements at public cost for public facilities and services.

The use will not create additional requirements at public cost.

- D. Not involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, electrical or electromagnetic interference or odors.

The relative location of the ATM traffic queues may obstruct the site's 28th Street entry driveway and the ATM traffic may not mesh with the other parking lot circulation.

- E. Be compatible and in accordance with the goals, objectives and policies of the master plan and promote the intent and purpose of the zoning district in which it is proposed to locate.

The use is generally consistent with the Master Plan.

- F. Be subject to stipulations by the Planning Commission of additional conditions and safeguards deemed necessary for the general welfare, for the protection of individual property rights, and for insuring that the intent and objectives of this ordinance will be observed. The breach of any condition, safeguard, or requirement shall automatically invalidate the granting of the special land use.

Attributes:

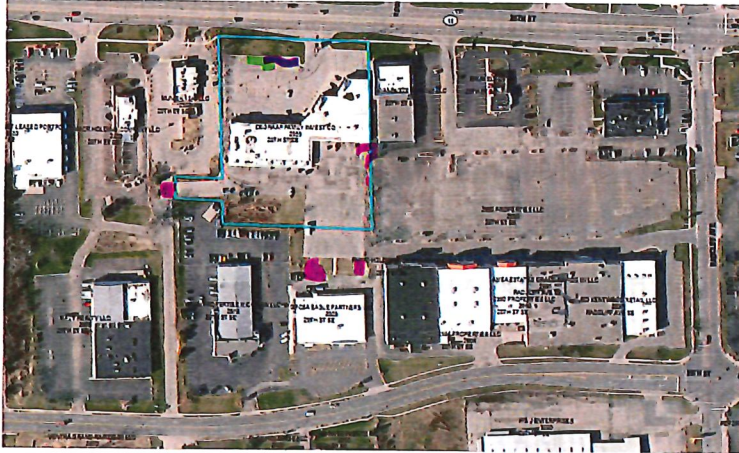
- Existing Interconnections with adjoining commercial properties
- Opportunity to expand interconnections
- Large, paved parking field behind the building

Issues:

- Proximity of ATM to Driveway
- Sufficiency of vehicle stacking/time required for each patron

- Sufficiency of front parking field
- Front Parking Lot Traffic circulation

Overall Site



Front Parking Field



Rear Door Access into Restaurant Tenant Space



Current Parking Utilization Along Back of Building



Existing Striped Parking on Southeast Portion of Overall Site



Downlighting and Awning for Building Tenants

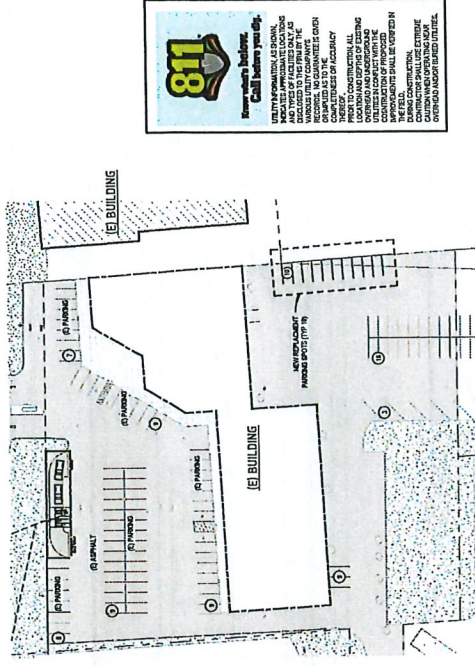


PROJECT: FARMINGTON, ARK HIGHWAY 267/268 IMPROVEMENTS ON EXISTING ASPHALT PAVING LOT

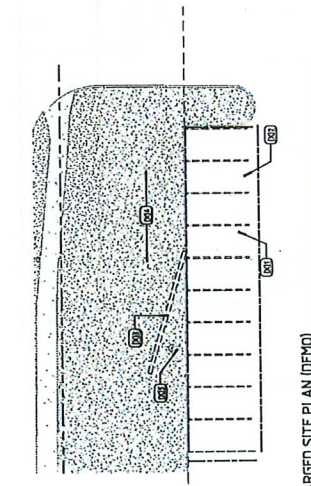
UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
WASHINGTON, D. C. 20535
TELEPHONE (202) 352-7000
FACSIMILE (202) 352-7000
INTERNET: www.fbi.gov
MAILING ADDRESS: 400 ANDERSON DRIVE, SUITE 100, ARLINGTON, VA 22204
FEDERAL BUREAU OF INVESTIGATION
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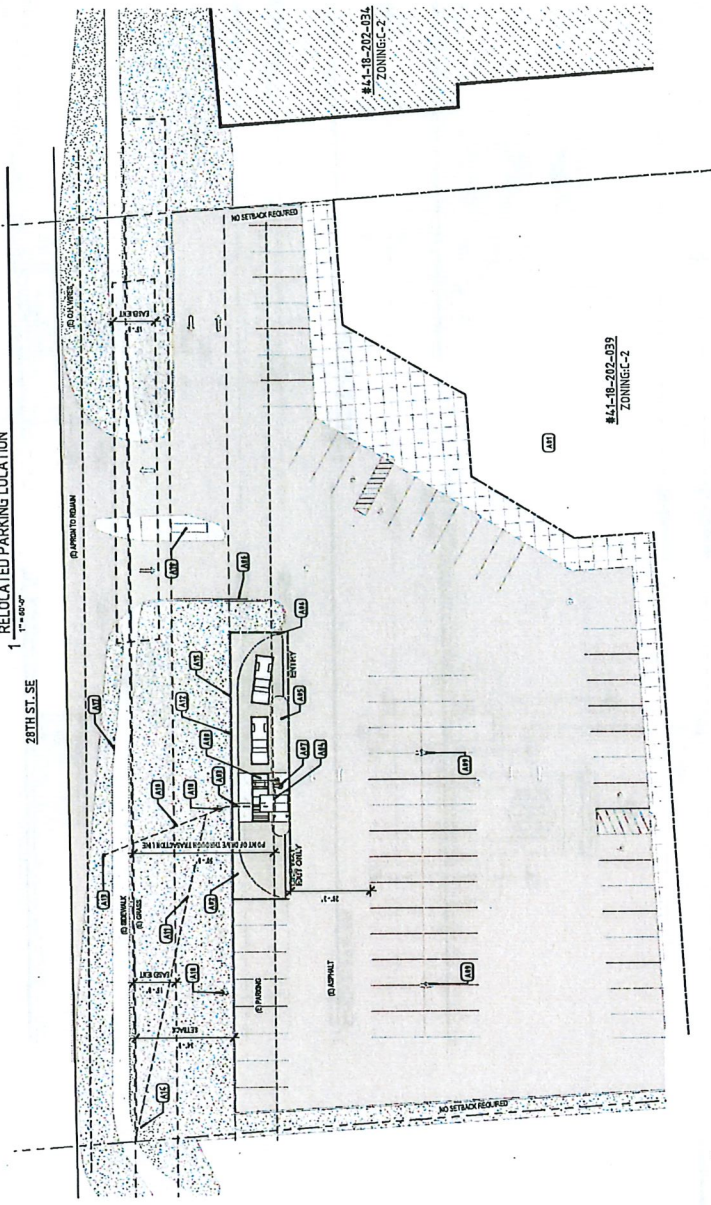
A01



1 RELOCATED PARKING LOCATION
1" = 40'-0"



2 ENLARGED SITE PLAN (DEMO)
1/8" = 4'-0"



3 ARCHITECTURAL ENLARGED SITE PLAN
1" = 25'-0"

DEMO NOTES

1. DEMO EXISTING BUILDING AND PAVEMENT SURFACES AND
2. DEMO EXISTING PARKING SPOTS (IF ANY)
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SITE NOTES

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DEMOLITION NOTES

1. DEMOLITION OF EXISTING BUILDING SHALL BE COMPLETED WITHIN THE SPECIFIED TIME FRAME.
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14. DEMOLITION OF EXISTING BUILDING SHALL BE COMPLETED WITHIN THE SPECIFIED TIME FRAME.

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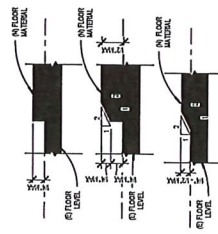
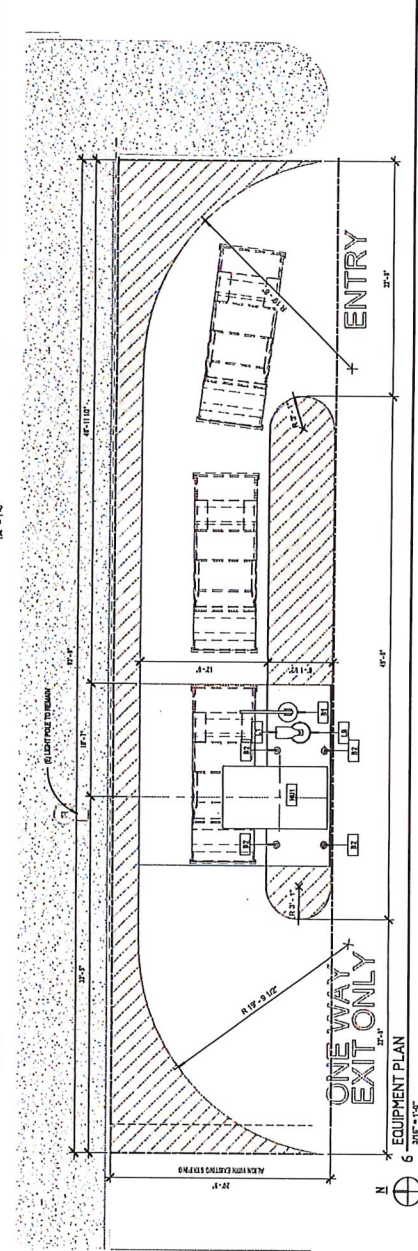
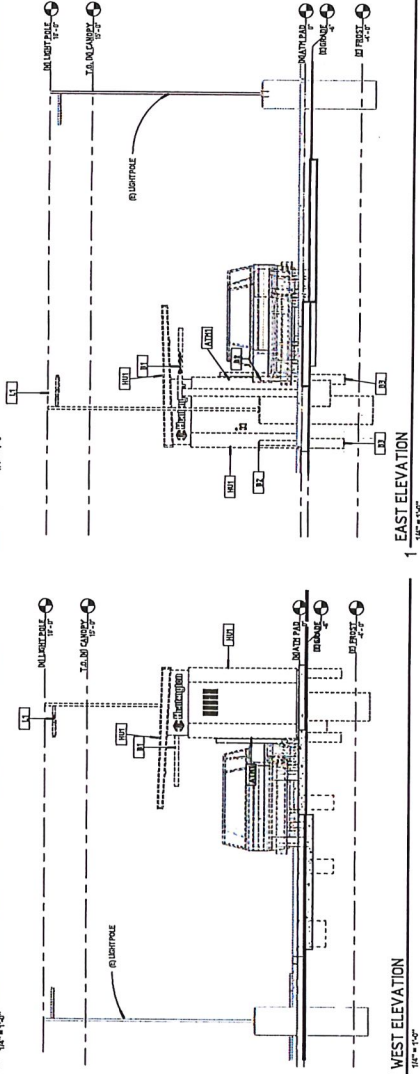
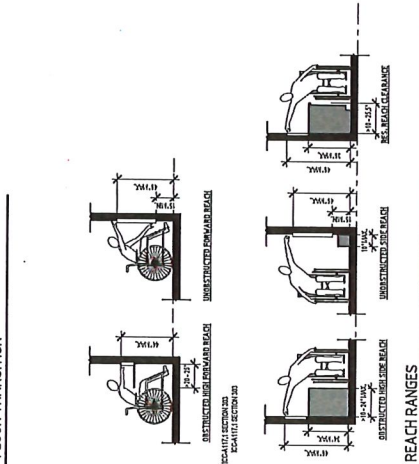
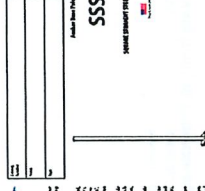


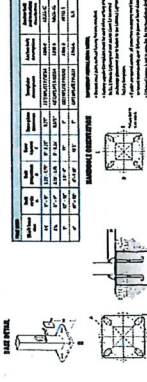
Figure 4-10 consists of six side-view diagrams of a person interacting with a machine featuring a circular dial. The diagrams are organized into two rows: the top row is labeled 'RESTRICTED FORWARD REACH' and the bottom row is labeled 'UNRESTRICTED FORWARD REACH'. Each row contains three diagrams, with the first two labeled 'SECTION 302' and the third labeled 'SECTION 303'. In all diagrams, the dial is positioned 17 1/8 inches from the vertical axis. For the 'RESTRICTED' row, the reach distance from the vertical axis to the dial is also 17 1/8 inches. For the 'UNRESTRICTED' row, the reach distance is 27 1/8 inches. The diagrams illustrate the range of motion and reach capabilities for different machine sections.



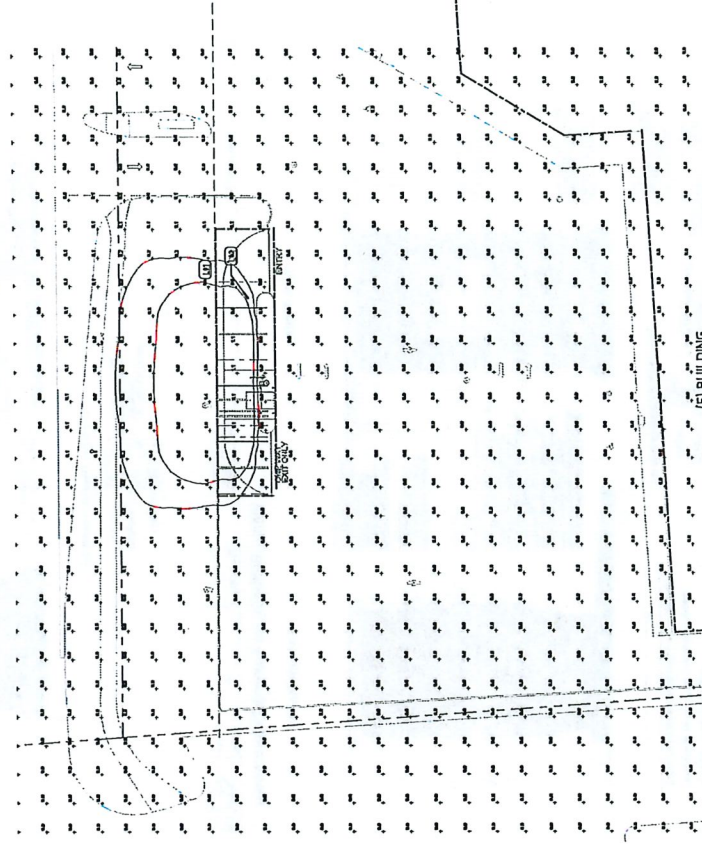
LITHONIA LIGHTING
FEATURES & SPECIFICATIONS



Model	Power (W)	Beam Angle (°)	Height (ft)	Area (sq ft)	Footcandle (fc)	Notes
SSS-100	100	10	10	100	100	
SSS-150	150	10	10	150	150	
SSS-200	200	10	10	200	200	
SSS-250	250	10	10	250	250	
SSS-300	300	10	10	300	300	
SSS-350	350	10	10	350	350	
SSS-400	400	10	10	400	400	
SSS-450	450	10	10	450	450	
SSS-500	500	10	10	500	500	
SSS-550	550	10	10	550	550	
SSS-600	600	10	10	600	600	
SSS-650	650	10	10	650	650	
SSS-700	700	10	10	700	700	
SSS-750	750	10	10	750	750	
SSS-800	800	10	10	800	800	
SSS-850	850	10	10	850	850	
SSS-900	900	10	10	900	900	
SSS-950	950	10	10	950	950	
SSS-1000	1000	10	10	1000	1000	



PHOTOMETRIC NOTES
1. ALL LIGHTING FIXTURES SHALL BE SPREAD, TYP. AND MOUNTING HEIGHTS, FIELD AS SHOWN.
2. ALL LIGHTING FIXTURES SHALL BE SPREAD, TYP. AND MOUNTING HEIGHTS, FIELD AS SHOWN.
3. ALL LIGHTING FIXTURES SHALL BE SPREAD, TYP. AND MOUNTING HEIGHTS, FIELD AS SHOWN.
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7. ALL LIGHTING FIXTURES SHALL BE SPREAD, TYP. AND MOUNTING HEIGHTS, FIELD AS SHOWN.
8. ALL LIGHTING FIXTURES SHALL BE SPREAD, TYP. AND MOUNTING HEIGHTS, FIELD AS SHOWN.
9. ALL LIGHTING FIXTURES SHALL BE SPREAD, TYP. AND MOUNTING HEIGHTS, FIELD AS SHOWN.
10. ALL LIGHTING FIXTURES SHALL BE SPREAD, TYP. AND MOUNTING HEIGHTS, FIELD AS SHOWN.



1. PHOTOMETRIC PLAN
1"=20'-0"

D-Series Size 0 LED Area Luminaire

Specifications:

- Power: 100W
- Beam Angle: 10°
- Height: 10ft
- Area: 100sq ft
- Footcandle: 100fc

Diagram:

Model	Power (W)	Beam Angle (°)	Height (ft)	Area (sq ft)	Footcandle (fc)	Notes
D-100	100	10	10	100	100	
D-150	150	10	10	150	150	
D-200	200	10	10	200	200	
D-250	250	10	10	250	250	
D-300	300	10	10	300	300	
D-350	350	10	10	350	350	
D-400	400	10	10	400	400	
D-450	450	10	10	450	450	
D-500	500	10	10	500	500	
D-550	550	10	10	550	550	
D-600	600	10	10	600	600	
D-650	650	10	10	650	650	
D-700	700	10	10	700	700	
D-750	750	10	10	750	750	
D-800	800	10	10	800	800	
D-850	850	10	10	850	850	
D-900	900	10	10	900	900	
D-950	950	10	10	950	950	
D-1000	1000	10	10	1000	1000	



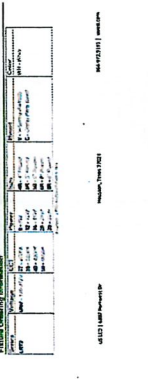
L-Trim SOL

Specifications:

- Power: 100W
- Beam Angle: 10°
- Height: 10ft
- Area: 100sq ft
- Footcandle: 100fc

Diagram:

Model	Power (W)	Beam Angle (°)	Height (ft)	Area (sq ft)	Footcandle (fc)	Notes
L-100	100	10	10	100	100	
L-150	150	10	10	150	150	
L-200	200	10	10	200	200	
L-250	250	10	10	250	250	
L-300	300	10	10	300	300	
L-350	350	10	10	350	350	
L-400	400	10	10	400	400	
L-450	450	10	10	450	450	
L-500	500	10	10	500	500	
L-550	550	10	10	550	550	
L-600	600	10	10	600	600	
L-650	650	10	10	650	650	
L-700	700	10	10	700	700	
L-750	750	10	10	750	750	
L-800	800	10	10	800	800	
L-850	850	10	10	850	850	
L-900	900	10	10	900	900	
L-950	950	10	10	950	950	
L-1000	1000	10	10	1000	1000	



ELECTRICAL SPECIFICATIONS.

ARCHITECT

BRADLEY PAVEL LAJONT



ARCHITECTURE
INTERIOR • DIGITIZATION
BIGGDESIGNS, LLC
WWW.BIGGDESIGNS.COM
1111 CHURCH STREET
MILWAUKEE, WI 53233
248.888.4650
ARCHITECT: CHRISTOPHER BIGGERS
DESIGNER: BRADLEY PAVEL LAJONT
EXPIRATION: 3-31-2025

PREPARED FOR

OptiVia
Bank Equipment Services

OPTIVA, LLC
JAN BERNARD
3574 EAST KEMPER RD
CHICAGO, IL 60641

PROJECT

Huntington

23122
HUNTINGTON ATM
FOOD MARKET

366 37TH STREET
KENWOOD, IL 60142

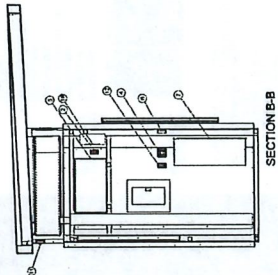
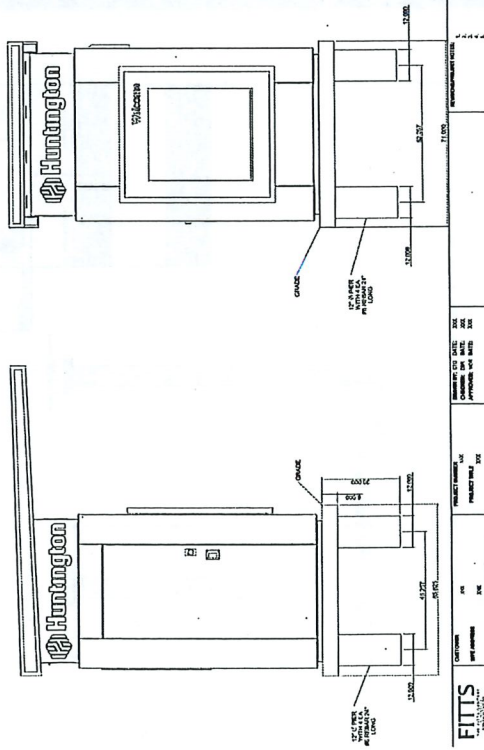
CONTRACTOR:
THE DRAWINGS ARE THE PROPERTY OF OPTIVA.
THEY ARE TO BE USED ONLY FOR THE PROJECT
AND NOT TO BE REPRODUCED OR COPIED IN ANY
MANNER WITHOUT THE WRITTEN PERMISSION OF
OPTIVA. ANY VIOLATION OF THIS AGREEMENT
WILL BE CONSIDERED A BREACH OF CONTRACT
AND WILL BE SUBJECT TO LEGAL ACTION.
TO PROTECT THE INVESTMENT IN THESE
DRAWINGS, THE PROJECT NUMBER IS 23122.

STATUS

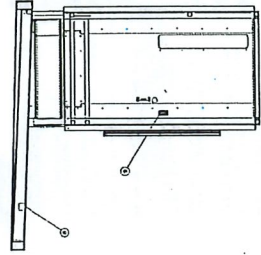
SPA
FREE STANDING HOUSING SPECIFICATIONS
SHEET 1 OF 1

REV
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CN2



SECTION B-B

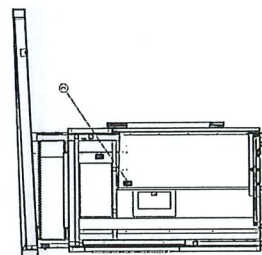


SECTION C-C

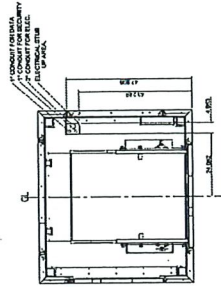
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2	DOOR	1	EA
3	WINDOW	1	EA
4	GLASS	1	EA
5	GLASS	1	EA
6	GLASS	1	EA
7	GLASS	1	EA
8	GLASS	1	EA
9	GLASS	1	EA
10	GLASS	1	EA
11	GLASS	1	EA
12	GLASS	1	EA

FITTS
ARCHITECTS, INC.
1111 CHURCH STREET
MILWAUKEE, WI 53233
248.888.4650

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MILWAUKEE, WI 53233
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SECTION D-D



SECTION A-A

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ARCHITECT



BIGDESIGNS, LLC
ARCHITECTURE
311 COMMERCIAL ST.
MILFORD, MI 48361
248.866.4600
ARCHITECT: JAY BERNARD
LICENSE: 130165516
EXPIRATION: 5/31/2025

PREPARED FOR

OptiVia
Bank Equipment Services
OPTIVA, LLC
JAY BERNARD
130165516
CHICAGO, IL 60601

PROJECT

Huntington
23122
HUNTINGTON AVE
FOOD MARKET
3655 28TH STREET
KENTWOOD, MI 48512

CONTRACT
THIS CONTRACT IS SUBJECT TO THE STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION, LATEST EDITION, AND ANY AMENDMENTS THERE TO. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

STATUS

SPA
BOLLARD CLEARANCE BARRIER
SPECIFICATIONS
06.06.2023
REV
REV

MISC.

DISCLAIMER: THE DRAWINGS ON THIS SHEET ARE FOR ILLUSTRATIVE PURPOSES ONLY. THE SHOP DRAWINGS ARE STANDARD EQUIPMENT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

MORE OPTIONS

1/4" BOLLARD COVERS

- The more cost-effective bollard cover option
- Available in 18 standard colors
- Custom colors available upon request
- Fits 4", 6" and 8" pipes

STEEL PIPE BOLLARDS

- American-Made U.S. Steel
- Available in any length
- Options include Standard Solid, Base Plated, Removable, Colorable, Flexible, and Cast Rated
- Base Plate options include Round, Square, Rectangular, and Super Duty
- Includes Base, Galvanized, and Powder Coat
- Includes Base, Galvanized, and Powder Coat
- Includes Base, Galvanized, and Powder Coat

DECORATIVE BOLLARD COVERS

- 10 style options to enhance your property
- Fits 4" - 12" steel pipe
- Fraction of the cost of stainless steel or concrete bollards
- Illuminate walkways and landscaping with Lighted Bollard Covers

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1/4" BOLLARD COVER

NAME	NUMBER	SIZE	QUANTITY
1/4" BOLLARD COVER	1	1/4"	1

- ANY COLOR: Multiple colors in stock and ready to ship. Any custom color available.
- MULTIPLE SIZES: Bollard covers fit all pipe sizes 3" - 12" securely.
- WALL THICKNESS: Strongest and most durable.
- WALL THICKNESS: Strongest and most durable.

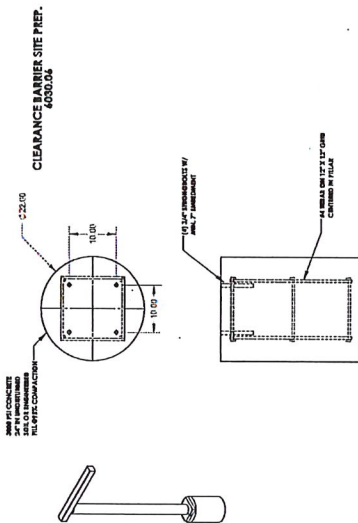
APPLICATIONS

Streetside
Construction
Warehouse
Distribution Facilities
Parking Lots
Drive-Thru Lanes
Critical Assets
Suburbs

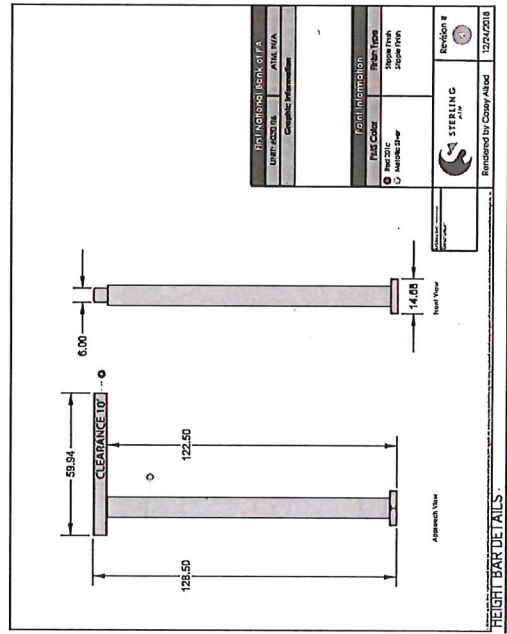
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CLEARANCE BARRIER SITE PREP.



ITEM	QUANTITY	UNIT	PRICE	TOTAL
1/4" BOLLARD COVER	1	EA	10.00	10.00



2 HEIGHT BAR DETAILS

1/2" = 1'-0"



MEMO TO: Kentwood Planning Commission
FROM: Kentwood Planning Staff
RE: Zoning ordinance amendments related to housing
DATE: June 5, 2023

Attached please find the proposed revisions to Section 3.22 of the Zoning Ordinance related to housing design elements and garage placement. The areas highlighted in yellow are the changes proposed since the last Planning Commission discussion. The changes will allow developers additional options to meet the design elements criteria outlined in the proposed ordinance.

We have also reduced the amount of transparency required under Section 3.22 B i. to 10% of the front façade, in order to eliminate confusion regarding the method of calculation. If the calculation of transparency is reduced to 10%, all of the front façade of the home will be used in calculating transparency.

In addition, we have added language in the general purpose and the design elements sections of the Zoning Ordinance (Section 1.02 and 3.22 3) that express the intention of ensuring the durability and sustainability of the built environment, decreasing maintenance responsibilities, improving the quality of the exterior of homes in Kentwood.

Finally, we have attempted to clarify in words the proposed garage placement requirements. Our consultant for this project will assist us in providing an improved graphic depiction of the requirements of this Section once we have finalized the language.

SECTION 1.02 PURPOSE

The fundamental purpose of this ordinance is to promote and safeguard the public health, safety, prosperity and general welfare of the people of this City.

The provisions of this Ordinance are intended, among other things, to encourage the use of lands, waters, and other natural resources in the City in accordance with their character and in a reasonable manner; to limit the improper use of lands and resources; to eliminate nonconforming uses; to reduce hazards to life and property; to provide for orderly development within the City; to avoid overcrowding of land with structures or buildings; to provide adequate light, air and health conditions win dwellings and buildings hereafter erected or altered; to protect the prosperity and economic interests of the city, taxpayers, and property owners; to ensure that the built environment in the city is durable and sustainable; to encourage redevelopment efforts within the city; to manage the impact on the public roads and streets resulting from development; to protect and conserve natural recreational areas, residential and other areas naturally suited to particular uses; to facilitate the establishment of an adequate and economic system of transportation; sewage disposal, safe water supply, education, recreation and other public requirements; to conserve the expenditure of funds for public improvements and services to conform with the most advantageous uses of land, resources and properties.

SECTION 3.22 REGULATIONS APPLICABLE TO ALL RESIDENTIAL DWELLINGS

The following provisions shall not apply to dwellings located in manufactured home communities or Form Based Code districts. Provisions specific to a particular housing type shall apply in addition to the general provisions applicable to all housing types contained in Part B.

A. The purpose and intent of these provisions is:

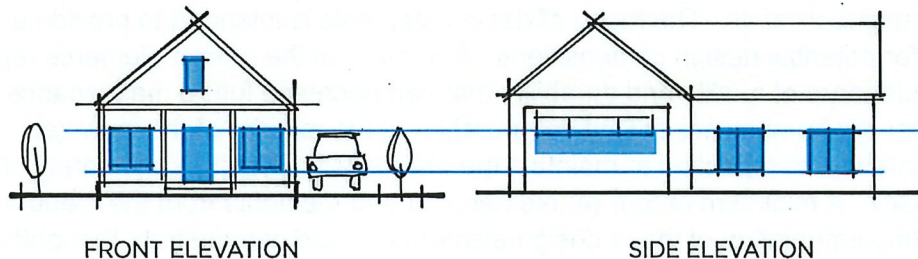
1. To create neighborhoods that are safe, livable, attainable, and sustainable, and create a sense of community for Kentwood's varied households. Each home contributes to a neighborhood's context. Building placement, design, and parking location are all components that affect how walkable and safe a neighborhood is for children, the elderly, and the general community. Front porches, windows, and entries provide "eyes on the street" that contributes to the safety and security of a neighborhood.
2. Many of the following provisions have been used in past PUD approvals but were not formally codified as general provisions. The intent of codifying these rules is to increase transparency in the development process, provide greater predictability for the development community, and increase consistency in decision-making.
3. It is recognized that not every home and building site is the same. To that end, these provisions seek to provide flexibility for builders, homeowners, and City staff by instructing where administrative departures may be granted in lieu of the need for a zoning variance process.
4. It is recognized that the Building Code regulates appropriate construction materials to be used in residential construction. That Code, however, does not consider how all

the various components contribute to building a neighborhood and a community. It is expected that materials will be compatible in character and scale with the structure on which it is being installed, have no visible fasteners, and be uniform in type and appearance. Installation according to the manufacturer's specification of durable building materials that do not result in warping or buckling, cracking, molding, fading, or oil canning is expected in simple configurations with solid craftsmanship.

B. All housing types. These general provisions are applicable to all housing types.

i. Transparency.

- a. Residential dwellings shall have windows on the front walls and side walls of the structure which face a street. The size and placement of windows on the facade shall be generally consistent.
 - i. For all residential dwellings at least **ten percent (10%)** ~~twelve percent (12%)~~ of the area of the front façade shall consist of clear glass windows and may include the primary entrance door, which permit a view from the dwelling to the street. Garage door windows may count towards the percentage.
 - ii. At least three (3) windows with a minimum of six (6) square feet each are required on side walls (those adjoining the front façade) that face a street.



- iii. Lightwell facades shall have twelve percent (12%) minimum clear glass between the finish floor line of the lightwell and the finish floor line of the first floor.
- iv. Administrative Departures. The following shall be eligible for an administrative departure request:
 - a. Side wall transparency for single-story dwellings where it is determined that the standard cannot be met due to the interior design of the dwelling.
 - b. Placement is limited by the presence of a garage. If the garage is facing the street, a departure cannot be provided to the facade.
 - c. Building code requirements make adherence to this requirement infeasible.

2. Exterior Materials.

- a. Exterior cladding may consist of brick, stone, vinyl or aluminum siding, glass, fiber cement siding, wood lap, stucco, or decorative split-faced block.
- b. EIFS shall only be used for building accents.
- d. Where more than one (1) façade material is proposed, the heavier material in appearance shall be incorporated below the lighter material (e.g. masonry below siding).
- e. Administrative Departure. Other materials of equivalent or better quality, including high quality synthetic material, may be approved, if determined appropriate for the building, site, and area with an approved sample and examples of successful, high quality local installations.

3. **Design Elements.** ~~The intent of this Section is to encourage the use of various design elements on residential lots and structures to create visual interest and support walkable neighborhoods. A menu of design elements applicable to all residential zone districts is provided. A minimum of four (4) elements or sub-elements from the menu are required. Implementation of these design elements should demonstrate thoughtful design; considering scale, symmetry, balance, and compatibility.~~

Design Elements. The intent of this Section is to encourage the use of various design elements on residential lots and structures to create visual interest and support walkable neighborhoods. The menu of design elements is intended to provide a variety of choices for potential design compositions. A number of the design elements represent a standard of quality and durability that can decrease future maintenance responsibilities for the homeowner or limit deterioration of the exterior of the home(s). It is also the intent of this Section to maintain the affordability, livability, and safety of housing in the City. A minimum of four (4) elements or sub-elements from the menu are required. Implementation of these design elements should demonstrate thoughtful design; considering scale, symmetry, balance and compatibility.

A minimum of one (1) design element must be different among adjacent detached dwelling units, or for each multi-family building. Landscaping and front porches shall be exempted from this requirement.

a. Landscaping.

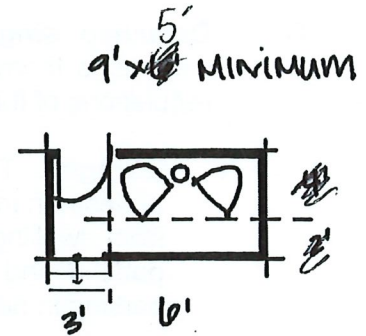
- i. Three (3) trees measuring 2.5" caliper or greater on the lot. A minimum of five-hundred (500) cubic feet of soil volume shall be provided per tree. Retained trees on the property can be credited towards this option.

ii. Planted landscape area/s of a minimum of one hundred fifty (150) square feet in the front yard.

iii. A sod grass lawn provided in the front, back, and side lawn.

b. Front Porch.

Front porch, as defined in Chapter 2, not including steps, that is at least **five (5)** ~~six (6)~~ feet in depth to provide for usable seating and circulation, and is at least one-third (1/3) the width of the front façade of the residential structure (not including the garage) but in no case is it less than nine (9) feet wide.



c. Structural Modifications.

- i. Dormers, the placement of which is balanced with the dwelling's façade.
- ii. Room bump-out (e.g. sunroom, bay window, etc.) on the façade of the building with a minimum depth of two (2) feet.
- iii. Dwelling is designed and constructed to meet the Type B Unit accessibility requirements of the ANSI A117.1 standard.

d. Windows and Window Detailing.

- i. Increased transparency of **fifteen percent (15%)** ~~twenty percent (20%)~~ or higher on front façade.
- ii. Exterior trim not less than three (3) inches in width.
- iii. Shutters that are one-half the width of the window on each side and of a high-quality material that will not fade or peel.
- iv. Other enhancements, such as awnings.

e. Roof Detailing.

- i. Eaves with a minimum of twelve-inch (12") overhang **on all eaves.**
- ii. Exterior soffit detailing such as brackets, moldings, or changes in materials.
- iii. Gable end (rakes) with a minimum eight-inch (8") overhang **on all gable ends.**
- iv. **Eavestroughs with downspouts.**

f. Materials.

- i. Brick, stone, or other decorative materials used on the façade of the building and wrap the sides of the structure with the same materials for a depth of at least two (2) feet.
- ii. Hardie Plank/fiber cement siding.
- iii. Metal siding, roofing, or paneling of 24 gauge or better with no visible fasteners. Any change in profile is non-corrugated and has a minimum rib depth of 1-inch.
- iv. **A change in exterior building materials used as an accent on the façade of the building.**

g. Columns

- i. **Porch columns of 8 inches or more with a substantial base and capital.**

Administrative Departures: The Zoning Administrator may accept alternative options that meet the intent of this provision to increase the visual diversity of residential structures within a neighborhood.

C. **Detached single-family.** A detached single-family dwelling and any additions or alterations thereto, shall meet the requirements of this Section in addition to all other regulations of this Chapter.

i. **Garages.** The following provisions shall apply to provide safe, unobstructed pedestrian through-movement on sidewalks, encourage the visibility of street activities from dwellings, ensure sufficient space for the parking of vehicles to avoid front-yard parking and street congestion, and reduce the visual dominance of garages and parking in neighborhoods.

a. For the purposes of this Section, the garage setback shall be considered independently from that of the residential dwelling.

b. Garages that are accessed through the front yard shall be placed a minimum of thirty-five (35) feet from the front lot line or from the edge of the right-of-way easement for private streets. Administrative departures for private roads may be approved by the Zoning Administrator.

c. Where garages are rear-loaded, off an alley or common drive through a rear yard, the minimum distance from the face of the garage to the edge of pavement is fifteen (15) feet.

d. The placement and size of attached garages shall be determined by the following:

i. Attached garages cannot exceed 50% of the total width of the front façade of a dwelling unit. Attached garages that are set back at least 15 feet behind the front of the dwelling unit are permitted and shall not be counted against front façade calculations.

ii. Garages that comprise 50% or less of the front façade of the dwelling may align with the front façade.

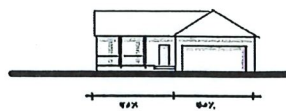
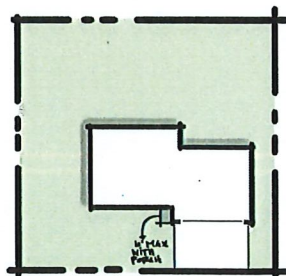
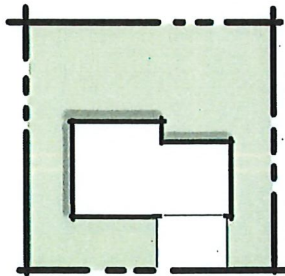
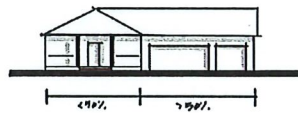
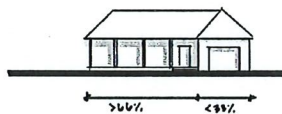
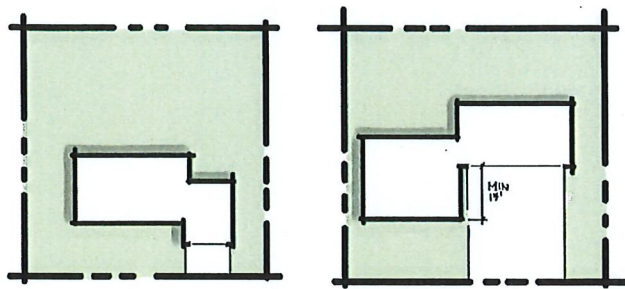
iii. Attached garages comprising 35% to 50% of the total width of the front facade may project up to 8 feet 5-feet forward of the front of the dwelling unit, or up to 10 feet forward of the front of the dwelling unit if a front porch is provided in compliance with Section 3.22.B.3.b. Front yard setbacks still apply.

iv. Attached garages that are 33% or less of a dwelling unit's front facade may be placed fully forward of the dwelling unit.

e. Where a third, single garage stall is desired, it shall be located at least two (2) feet behind the main façade of a two-stall garage. A third, single garage stall set back more than 5' shall not count toward the width of garage for the purposes of determining compliance with Section 3.22 C.1.d.

f. Administrative Departure. An administrative departure may be granted where seventy-five percent (75%) of existing dwelling units within three hundred (300) feet on the same block have a dwelling to garage façade ratio that does not meet the above requirements.

ii. If the dwelling unit was transported to the building site, all wheels, axles, and towing devices shall be removed from the dwelling unit once placed on the lot.



Breton Avenue Connection to Paul Henry Trail

