



Fresh Coast Planning

119 1/2 Washington Avenue, Studio B
Grand Haven, MI 49417
www.freshcoastplanning.com

Gregory L. Ransford, MPA
616-638-1240
greg@freshcoastplanning.com

Julie Lovelace
616-914-0922
julie@freshcoastplanning.com

Kevin Yeomans
616-821-4969
kevin@freshcoastplanning.com

Alexis Gulker
616-773-4638
alexis@freshcoastplanning.com

MEMORANDUM

To: Tallmadge Charter Township Planning Commission
From: Alexis Gulker
Date: August 14, 2024
Re: Doug's Autobody Site Plan Review Application – Building Addition

Attached is a Site Plan Review application from Doug's Autobody to construct an addition to their existing building located at O-199 Lake Michigan Drive. The addition is proposed at 2,800 square feet. The property is located on parcel number 70-10-24-400-065, within the Industrial Zoning District (I-1).

The application has been reviewed and found generally complete, pending your conclusions regarding a few Tallmadge Charter Township Zoning Ordinance (TCTZO) requirements. We believe approval is appropriate, following your deliberations and related conclusions. We outline our observations and ordinance findings below.

Observations and Findings

Façade

The proposed building addition is on the back side of the existing building, and the existing building is made out of exposed fastener metal siding and existing brick. The applicant is proposing exposed fastener metal siding on the new addition to match the existing. While we expressed to the applicant that the Commission has historically required hidden fasteners, they nonetheless propose exposed. As you know, in the industrial zoning district if the office portion is between the customer/vendor parking and the warehouse, that warehouse is exempt from the façade. The parking that is around the new addition is for vehicles for service and employee parking, not customer parking, therefore, the addition is exempt from the façade language. However, the reconstruction language could still apply to the west and south ends.

The Planning Commission shall need to determine if the exposed fastener metal facade is acceptable on the addition. Additionally, the Planning Commission will need to determine if the existing building façade on the west and south sides are acceptable or requires updating pursuant to Section 12.06(a)5. For your convenience, below is a copy of Section 12.06(a)5.

SECTION 12.06 – DEVELOPMENT STANDARDS

5. The provisions of Section 12.06(a)3 and Section 12.06(a)4 shall not apply to an existing building unless it is reconstructed.

The Zoning Administrator may approve alterations to an existing building that do not increase the floor area when the proposed alterations include materials permitted by Section 12.06(a)3; the alterations shall not be considered a reconstruction of the building in this event.

The Zoning Administrator may also approve alterations to an existing building that increase the floor area as permitted by Section 18.08 of this Ordinance when the alterations comply with Section 12.06(a)3 and Section 12.06(a)4; the alterations shall not be considered a reconstruction of the building in this event.

The Zoning Administrator may refer any proposed building alterations to the Planning Commission for review and possible approval

Lighting

The applicant is proposing new LED wall pack lighting on the existing and the proposed building addition along with existing direct mount lighting on the front façade by the brick. The new proposed lighting is an open-faced light fixture, where the Planning Commission has a history of requiring a "shoebox" style so the light casts toward the ground. The applicant has stated, "the light fixture I specified really isn't a shoe box like we put on light poles, it's a wall pack that has a more angled spread. The photometric was generated from this fixture and I am not sure a model that projects more straight down like the shoe box type will adequately reach the edge of the parking lot."

The Planning Commission shall need to determine if the open face light fixtures are acceptable or require the applicant install a "shoebox" style so the light casts toward the ground. The applicant has provided specification sheets of the proposed lighting and the existing lights for your review.

Fire Department Review

As of the date of this memorandum we have not received comment from the Township Fire Department. Once we receive their comments, we will transmit them to you.

We recommend that the Planning Commission condition approval on the applicant satisfying any review comments the Fire Department may have.

Engineer Review

As of the date of this memorandum we have not received comment from the Township Engineer. Once we receive their comments, we will transmit them to you.

We recommend that the Planning Commission condition approval on the applicant satisfying the Township Engineer requirements.

Site Plan Standards

As you know, the Planning Commission shall review the standards provided by Section 18.06 of the Tallmadge Charter Township Zoning Ordinance during its deliberations. For your convenience, below is a copy of Section 18.06 along with our comments in italic font to assist with your review.

SECTION 18.06. STANDARDS. The Planning Commission shall review the site plan for compliance with the requirements of this Ordinance and conformance with the following general standards:

- (a) The applicant may legally apply for site plan review.

The applicant is the owner of the property. Given this, it appears that this standard has been met.

- (b) All required information has been provided.

We believe all required information has been provided. Given this, it appears this standard has been met.

- (c) The proposed development conforms to all regulations of the zoning district in which it is located.

We believe the proposed development conforms to all regulations of the I-1 Zoning District, pending your review of the façade materials, and lighting, it appears this standard has been met.

- (d) All elements of the site plan shall be harmoniously and efficiently organized in relation to topography, the size and type of the lot, the character of adjoining property, and the type and size of buildings. The site shall be so developed as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this Ordinance.

We believe all elements of the site plan are harmoniously and efficiently organized. Given this, it appears this standard has been met.

- (e) The landscape shall be preserved in its natural state, insofar as practical, by minimizing tree and soil removal, and by topographic modifications which result in maximum harmony with adjacent areas.

The applicant is proposing minimal impact on the existing landscaping. Given this, it appears this standard has been met.

- (f) Natural resources will be preserved to and protected to the maximum feasible extent and organic, wet, or other soils which are not suitable for development will be undisturbed or will be modified in an acceptable manner.

As aforementioned, the applicant is proposing minimum impact on existing lands. Given this, it appears this standard has been met.

- (g) The proposed development will not cause soil erosion or sedimentation problems.

We do not believe the proposed will cause any soil erosion or sedimentation problems. As a result, it appears this standard has been met.

- (h) The drainage plan for the proposed development is adequate to handle anticipated storm water runoff and will not cause undue runoff onto neighboring property or overloading of water courses in the area.

As aforementioned, review comments are pending from the Township Engineer.

- (i) The proposed development properly respects floodways and floodplains on or in the vicinity of the subject property.

Given that no floodways or floodplains exist or are within the vicinity of the property, it appears this standard has been met.

- (j) The plan meets the specifications of Tallmadge Township for water supply, sewage disposal or treatment, storm drainage, and other public facilities.

As aforementioned, review comments are pending from the Township Engineer.

- (k) With respect to vehicular and pedestrian circulation on the site, including walkways, interior drives, and parking; special attention shall be given to the location, number and spacing of access points; general interior circulation; separation of pedestrian and vehicular traffic; the avoidance of building corners next to access drives; and the arrangement of parking areas that are safe and convenient, and insofar as practicable, do not detract from the design of the proposed buildings and structures, neighboring properties and flow of traffic on adjacent streets.

We believe the proposed site plan adequately accommodates vehicular and pedestrian circulation within this site, it appears this standard has been met.

- (l) All buildings or groups of buildings shall be so arranged as to permit emergency vehicle access by some practical means as required by the Township fire department.

As aforementioned, we have not received comment from the Township Fire Department. Once comments are received, we will transmit them to you.

- (m) The site plan shall provide reasonable, visual, and sound privacy for all dwelling units located therein. Fences, walls, barriers, and landscaping shall be used, as appropriate, for the protection and enhancement of property and for the privacy of its occupants.

Given that no dwelling units are proposed for this development, we believe this standard does not apply.

- (n) All loading and unloading areas and outside storage of materials which face or are visible from residential districts or public thoroughfares, shall be screened by a vertical screen consisting of structural or plant materials. Also, outdoor storage of garbage and refuse shall be contained, screened from view, and located so as not to be a nuisance to the subject property or neighboring properties.

A 10x50 loading and unloading area is proposed in the rear yard in accordance with the TCTZO. The dumpster area will be screened on four sides in accordance with the TCTZO. Given this, it appears this standard has been met.

- (o) All lighting shall be shielded from adjacent properties and public right-of-way.

Pending your review of the proposed and existing lighting, and related photometrics, it appears this standard has been met.

- (p) Phases of development are in logical sequence so that any phase will not depend upon a subsequent phase for adequate access, public utility services, drainage, or erosion control.

Given that no phases are proposed, we believe this standard does not apply.

- (q) Site plans shall conform to all applicable requirements of state and federal statutes and approval may be conditioned on the applicant receiving necessary state and federal permits before a building permit or occupancy permit is granted.

We believe this standard can be considered accordingly.

Planning Commission Considerations, Recommendation, and Draft Motion

As aforementioned, we believe approval is appropriate, pending your review of our findings and observations. As the Planning Commission deliberates regarding this application, we believe the following warrant your review and consideration. They are listed in no particular order.

Considerations

- Whether the exposed fastener metal siding for the addition is acceptable material.
- Whether the exposed fastener metal siding on the existing south and west sides of the building shall be replaced to comply with the reconstruction provision.
- Whether the existing lights and proposed lights are acceptable.
- A condition that the Township Engineer is satisfied with the proposed plans.
- A condition that the Township Fire Department is satisfied with the proposed plans.
- Consideration of the Site Plan Review Standards provided in Section 18.06.

Recommendation and Draft Motion

Given our recommendation of approval and in an effort to assist with your formulation of a motion in that regard, we offer the following motion for your consideration. In the event a motion is offered to deny, we will gladly draft that motion for consideration at your next meeting based on your direction.

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

- Dumpster Enclosure, site details, site plan sheet C 2.1 dated August 2, 2024
- Photometric plan sheet SL- 1, dated July 15, 2024
- Floor Plan and Elevation sheet A2.1 dated August 2, 2024
- 2,800 SF Addition sheet A3.1 Building Sections, dated May 9, 2024
- Foundation Plan/Details sheet SI.1, dated May 9, 2024
- Existing site sheet 1 of 3 prepared by MBN, dated July 31, 2024
- Proposed site sheet 2 of 3 prepared by MBN, dated July 31, 2024
- Landscape Plan sheet 3 of 3, prepared by MBN, dated July 31, 2024
- Halo LT6 Direct Mount lighting fixture sheet, dated March 2, 2021
- Warranty Deed, dated November 8., 2016

with the following conditions:

1. The Township Engineer is satisfied with the proposed plans prior to issuance of a building permit and;
2. The Township Fire Department is satisfied with the proposed plans prior to issuance of a building permit.
3. The proper easement is granted to the Township for maintenance and improvements related to the sidewalk on Lake Michigan Drive
4. Any changes to the approved site plan shall return to the Planning Commission for review and approval, if appropriate;

5. [Insert Condition, if necessary]
6. [Insert Condition, if necessary]

The proposed is scheduled for your August 27, 2024, meeting. If you have any questions, please let us know.

AG
Associate Planner

Attachments

cc: Mark Bennett, Supervisor