



301 East Main Street  
Lowell, Michigan 49331  
Phone (616) 897-8457  
Fax (616) 897-4085

PLANNING COMMISSION-CITIZEN ADVISORY COMMITTEE  
CITY OF LOWELL, MICHIGAN  
AGENDA  
FOR THE SPECIAL MEETING OF  
THURSDAY, MARCH 23, 2017 AT 7:00 P.M.  
AT THE  
LOWELL CITY HALL  
CITY COUNCIL CHAMBERS  
SECOND FLOOR  
301 EAST MAIN STREET

1. CALL TO ORDER: PLEDGE OF ALLEGIANCE, ROLL CALL
2. APPROVAL OF AGENDA
3. PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA
4. OLD BUSINESS
5. NEW BUSINESS
  - a. Ronda Tire – Special Land Use and Site Plan Review
6. COMMISSIONERS REMARKS
7. ADJOURNMENT

MEMORANDUM

**To:** City of Lowell Planning Commission  
**Date:** March 20, 2017  
**From:** Andy Moore, AICP  
Nathan Mehmed  
**RE:** Ronda Tire – Special Land Use and Site Plan Review

Neale Bauman, on behalf of TJDD LLC, has submitted an application for special land use and site plan review for the construction of Ronda Tire, a vehicle repair facility, located at 1351 Bowes Road. The purpose of this memorandum is to review the request pursuant to Chapter 17 and Chapter 18 of the City of Lowell Zoning Ordinance.

**Background**

The subject property has an area of approximately 48,198 square feet and is located at 1351 Bowes Road. The applicant is seeking to construct and establish a vehicle repair facility on the subject property, which is zoned LI, Light Industrial. Vehicle repair facilities are permitted by special land use in the Light Industrial zoning district. The property is currently a vacant, fallow field.

**Site Plan Review**

Dimensional Requirements. The proposed structures meet the setback and dimensional requirements as specified in Section 12A.04. The Planning Commission may find that this standard is met.

Lighting. The site plan indicates that there are three pole-mounted light fixtures proposed in the parking area and that the fixtures will be cut-off and downward facing. However, lighting details and/or a photometric plan have not been provided. The applicant should provide lighting details that indicate the type of lighting fixtures being proposed. The Planning Commission may address this as a condition of approval.

Parking. The applicant is proposing 31 parking spaces on the subject property. Section 19.07 of the Zoning Ordinance requires vehicle repair facilities to provide one parking space per 800 square feet of GFA, plus three spaces per service stall. The proposed building is 9,702 square feet and the applicant is proposing nine stalls; thus 39 parking spaces are required. Section 19.05 allows the Planning Commission to defer construction of the required number of parking spaces for non-residential uses. These deferred spaces should be shown on the site plan.

Section 19.06 of the Zoning Ordinance outlines parking lot landscaping. Parking lots that contain more than twelve parking spaces are required to provide planting islands at a minimum ratio of one island per twelve parking spaces. The applicant is required to provide 39 parking

spaces, so 3 planting islands are required; one planting island has been proposed. The Planning Commission can require two more islands or equivalent landscaping to be located around the perimeter of the lot.

Landscaping. The applicant is proposing the installation of landscaping at the site. Section 12A.04 of the Zoning Ordinance requires that the first 25 feet of the front yard area, except for necessary entrance drives, shall be landscaped. "Such landscaping shall consist of a minimum of one (1) canopy tree and three (3) deciduous shrubs for each 20 feet of lot width." The property has approximately 150 feet of frontage along Bowes Street. The applicant has proposed seven canopy trees and 21 shrubs, in compliance with the Zoning Ordinance.

Signage. The applicant is proposing one 32 square foot ground sign adjacent to the access drive of the subject property. The proposed ground sign meets the placement and setback requirements as required by Section 20.05, A of the Zoning Ordinance. The applicant is also proposing an illuminated wall sign on the southern elevation of the building facing Bowes Street. However, the applicant has not indicated the proposed size, which cannot exceed 50 square feet. The applicant should obtain a sign permit from the City before installing any signage at the site. The Planning Commission may address this as a condition of approval.

#### **Site Plan Review Standards**

Section 18.09 of the Zoning Ordinance sets forth six standards that must be utilized by the Planning Commission in reviewing site plans. Those standards, along with our remarks, are below:

- A. The uses proposed will not adversely affect the public health, safety, or welfare. Uses and structures located on the site shall be planned to take into account topography, size of the property, the uses on adjoining property and the relationship and size of buildings to the site. 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.

Remarks: The proposed use of a vehicle repair facility is generally compatible with the light industrial use to the west and the commercial uses to the east and north. The vehicle repairs will be completed inside the proposed structure via two overhead doors which provide access which should mitigate noise resulting from the equipment inside. The subject property abuts properties zoned LI, Light Industrial to the west, C3, General Business to the north and east, and PF, Public Facilities to the south across Bowes Street. Subject to any concerns from neighboring property owners, the Planning Commission may find that this standard is met.

- B. Safe, convenient, uncongested, and well-defined vehicular and pedestrian circulation shall be provided for ingress/egress points and within the site. Drives, streets and other circulation routes shall be designed to promote safe and efficient traffic operations within the site and at ingress/egress points.

Remarks: The applicant is proposing one point of ingress and egress off of Bowes Street with a two-way maneuvering lane accessing the parking area and the building. An existing sidewalk crosses the frontage of the property within the right-of-way. The Planning Commission may find that this standard is met.

- C. The arrangement of public or private vehicular and pedestrian connections to existing or planned streets in the area shall be planned to provide a safe and efficient circulation system for traffic within the City of Lowell.

Remarks: The applicant is proposing one point of ingress and egress off of Bowes Street and an existing sidewalk crosses the frontage of the property within the right-of-way. Subject to curb-cut approval from the Department of Public Works, the Planning Commission may find that this standard is met.

- D. Removal or alteration of significant natural features shall be restricted to those areas, which are reasonably necessary to develop the site in accordance with the requirements of this ordinance. The planning commission requires that approved landscaping, buffers, and/or greenbelts be continuously maintained to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property.

Remarks: The subject property is void of any significant natural features and is not within the 100-year floodplain. The applicant will be providing more significant vegetation than currently exists on the site. Continuous maintenance of landscaped areas can be required as a condition of approval.

- E. Satisfactory assurance shall be provided that the requirements of all other applicable ordinances, codes, and requirements of the City of Lowell will be met.

Remarks: This may be addressed as a condition of approval.

- F. The general purposes and spirit of this ordinance and the Comprehensive Plan of the City of Lowell shall be maintained.

Remarks: The Master Plan indicates that the subject property is located within the "Mixed Use" Future Land Use designation. According to the Master Plan, "The Mixed Use land use category is intended to permit a mixture of residential, office, and commercial land uses but not necessarily in a downtown style building." The proposal is for a vehicle repair facility, which is permitted in the C3, General Commercial District and the LI, Light Industrial District. The use is essentially a more intense commercial use and thus is generally compatible with the Mixed Use future land use description. The Planning Commission may find that this standard is met.

### **Special Land Use Standards**

Section 17.03, A, of the Zoning Ordinance sets forth four standards that must be utilized by the Planning Commission in reviewing special land use applications. Those standards, along with our remarks, are below:

1. 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 such a use will not change the essential character of the area in which it is being proposed;

Remarks: The building exterior is proposed to be constructed of pre-engineered metal building siding which is similar to buildings in the immediate vicinity of the subject property. The proposed layout will be an improvement in comparison to existing properties nearby as the facility proposes parking in the side yard and landscaping along the frontage with Bowes Street. The Planning Commission may find that the use will not change the essential character of the area.

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

Remarks: The subject property is served by public water, sewer, stormwater, and has frontage on a public street. The site is served by the City of Lowell Police and Fire Departments. Subject to review and approval by the Fire Department and Department of Public Works, the Planning Commission may find that this standard is met.

3. Not create excessive additional requirements at public cost for public facilities and services; and

Remarks: The proposed vehicle repair facility is not anticipated to create excessive additional requirements at public cost for public facilities and services. The Planning Commission may find that this standard is met.

4. 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, or odors.

Remarks: The proposed facility is not anticipated to involve uses which would be detrimental to persons, property, or the general welfare by reason of excessive production of traffic, smoke, fumes, glare, or odors; however, the Planning Commission may wish to discuss noise with the applicant in regard to air tools that are typically used at vehicle repair facilities, particularly tire shops. Additionally, the applicant has proposed an oil interceptor on site to prevent oil products or spills from entering the sanitary sewer system.

### **Recommendation**

At the March 23 meeting, the Planning Commission should discuss the site and consider comments from the applicant and public, if any. It is our recommendation that the Planning Commission approve the request, subject to the following conditions, along with any others deemed necessary:

1. No demolition or earthwork shall be undertaken on the site until a building permit has been issued consistent with this site plan approval.
2. Prior to issuance of any City permits, the applicant shall have paid all application, permit, reimbursable escrow, and other fees related to the request.
3. The applicant shall maintain all required state, federal, and local permits and approvals.
4. The applicant shall comply with the stipulations of the City Fire Department and any other applicable emergency personnel regarding emergency vehicle access to the site.
5. The applicant shall comply with the standards of Section 19.06 regarding parking lot landscaping and submit an amended landscaping plan for review by the City Zoning Enforcement Officer.
6. The applicant shall submit lighting details to be reviewed and approved by the City Zoning Enforcement Officer.
7. The applicant shall submit an amended site plan which shows deferred parking at the rear of the site so as to meet minimum parking requirements, as permitted in Section 19.05, for review by the City Zoning Enforcement Officer.
8. The applicant shall obtain a sign permit from the City prior to installing any signage on the site.

As always, please feel free to contact me if there are additional questions or comments.



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Dear Sir/Madam:

The purpose of this letter is to inform you that the Lowell City Planning Commission will hold a public hearing at a special scheduled meeting on **Thursday, March 23, 2017 at 7:00 p.m.** in the City Council Chambers, Second Floor, 301 East Main Street, Lowell, Michigan 49331 to consider the following request for Special Land Use approval:

1351 Bowes Road – Dan Ronda is seeking to construct an automobile repair facility at 1351 Bowes Road. The proposed use (vehicle repair facility) is permitted only with special land use approval in the Light Industrial district.

Information regarding this request and the Zoning Ordinance are available for public viewing at City Hall, 301 E. Main Street, Lowell, Michigan, during regular business hours. Written comments will be received at City Hall until the time of the hearing. If you have any questions, please feel free to contact us at (616) 897-8457.

Respectfully,

A handwritten signature in black ink that reads "Susan Ullery". The signature is written in a cursive, flowing style.

Susan Ullery  
City Clerk

Request Number: \_\_\_\_\_

Filing Fee: \_\_\_\_\_



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pd. \$100.00 app. fee.  
\$1000.00.  
Escrow.  
SSA

CK# 1181-

### APPLICATION FOR SITE PLAN REVIEW

- All drawings must be sealed by an architect, engineer or surveyor unless waived by the Zoning Administrator.
- 15 copies of the site plan must be submitted to the City Manager's office no later than three weeks before the Planning Commission meeting to allow adequate staff review.
- The Planning Commission meets the second Monday of the month at 7:00 p.m. where plans are approved, rejected or modified.
- Preliminary plans may be presented for Planning Commission comment, but no final approval is given until all required conditions are met.
- After approval, public works and building permits must be secured before construction may commence.

1 Street Address and/or Location of Request: 1351 BOWES ROAD

2 Parcel Identification Number (Tax I.D. No.): #41-20- 03 - 478 - 041

3 Applicant's Name: TJDD LLC Phone Number 616-247-8473

Address: 2985 BRETON RD SE GR RAPIDS MI 49512  
Street City State Zip

Fax Number 616-247-7970 Email Address DANIELRONDA@SBCGLOBAL.NET

4 Are You:  Property Owner  Owner's Agent  Contract Purchaser  Option Holder

5 Applicant is being represented by: NEALE BAUMAN Phone Number 616 438 9101

Address: 560 FIFTH NW SUITE 201 GR RAPIDS 49504

6 Present Zoning of Parcel I-L Present Use of Parcel VACANT

7 Description of proposed development (attach additional materials if needed):  
CONSTRUCTION OF A VEHICLE REPAIR FACILITY

The facts presented above are true and correct to the best of my knowledge.

Signature [Signature] Date: 2/20/17

Type or Print Your Name Here: DANIEL RONDA

Property Owner Approval: As owner I hereby authorize the submittal of this application and agree to abide by any decision made in response to it.

Owner DANIEL RONDA [Signature] Date 2/20/17



The following 16 points make up the **CHECKLIST** of required information needed on the drawing for final plan approval (unless specifically waived by the Planning Commission). Please go over this **CHECKLIST** with the City Manager and Zoning Administrator before presenting to the Planning Commission.

- |   |                             |
|---|-----------------------------|
| 1. Date, north arrow and scale (not more than 1" = 100', supplementary site plans at a 1" = 50' or larger scale are encouraged)   | <u>INITIAL</u><br><u>NB</u> |
| 2. A city locational sketch   | <u>NB</u>                   |
| 3. Legal description and City address of the subject property   | <u>NB</u>                   |
| 4. The size in acres or square feet of the subject property   | <u>NB</u>                   |
| 5. All lot and/or property lines with dimensions, including building setback lines  | <u>NB</u>                   |
| 6. The location of all existing structures within one hundred (100) feet of the subject property's boundary   | <u>NB</u>                   |
| 7. The location and dimensions of all existing and proposed structures on the subject property  | <u>NB</u>                   |
| 8. The location and dimensions of all existing and proposed:  | <u>NB</u>                   |
| • Drives  | <u>NB</u>                   |
| • curb openings (NOTE: all new openings onto M-21 (Main Street) must receive State Transportation Department approval)  | <u>NB</u>                   |
| • sidewalks   | <u>NB</u>                   |
| • exterior lighting   | <u>NB</u>                   |
| • curbing   | <u>NB</u>                   |
| • parking areas (include and delineate the total number of parking spaces showing dimensions of a typical space)  | <u>NB</u>                   |
| • unloading areas   | <u>NB</u>                   |
| • recreation areas  | <u>NB</u>                   |
| • common use areas  | <u>NB</u>                   |
| • areas to be conveyed for public use and purpose   | <u>NB</u>                   |
| 9. The location, pavement width and right-of-way width of abutting roads, alleys or easements   | <u>NB</u>                   |
| 10. The existing zoning of all properties abutting the subject project  | <u>NB</u>                   |
| 11. The location of all existing and proposed:  | <u>NB</u>                   |
| • landscaping and vegetation  | <u>NB</u>                   |
| • location, height and type of existing and proposed fences and walls   | <u>NB</u>                   |
| 12. Proposed cost estimates of all site improvements  |                             |
| 13. Size and location of existing and proposed hydrants and utilities including proposed connections to public sewer or water supply systems                                    | <u>NB</u>                   |
| 14. The location and size of septic and drain fields  | <u>NB</u>                   |
| 15. Contour intervals shown at five (5) foot intervals  |                             |
| 16. <b>FOR RESIDENTIAL DEVELOPMENT</b> , the following information is required (affixed to the drawing):  |                             |
| • Net developable area, in acres or in square feet, defined as all areas that could be developed subtracted by lands used or dedicated for existing easements and rights of way | <u>          </u>           |
| • The number of dwelling units proposed (by type), including typical floor plans for each type of dwelling  | <u>          </u>           |
| • The number and location of efficiency and one or more bedroom units   | <u>          </u>           |
| • Typical elevation views of the front, side and rear of each type of building  | <u>          </u>           |
| • Dwelling unit density of the site (total number of dwellings / net developable area)  | <u>          </u>           |

Section 17.03 of the City of Lowell Zoning Ordinance specifies that to approve a special land use, the Planning Commission must find that the request meets the following standards. Please describe how the proposed project would meet each standard.

- A. Each application shall be reviewed for the purpose of determining that the proposed special land use meets the following standards and, in addition, that each use of the proposed site will:
1. 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 such a use will not change the essential character of the area in which it is proposed;  
The proposed building will nest between two existing buildings of similar construction. The building size and height is comparable to the building to the west. The essential character of the area will be maintained and enhanced by this new facility
  2. Be served adequately by essential public facilities and services such as highways, streets, police, fire protection, drainage structures, refuse disposal, water and sewage facilities;  
The existing municipal utilities are adequate to meet the needs of this new facility. Access for emergency vehicles will be provided on 3 sides of the building and the fourth is accessible from the adjacent building parking lot to the east.
  3. Not create excessive additional requirements at public cost for public facilities and services; and  
The proposed building will not create excessive additional requirements at public cost for public facilities and services. All work is privately funded.
  4. 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, or odors.  
The proposed building will not utilize processes, material, equipment or create conditions that will be detrimental to persons or property. It will not create excessive noise , traffic or any other negative condition that would be detrimental to the area.

Section 17.04 of the City of Lowell Zoning Ordinance lists specific standards pertaining to special land uses that must be met. Please respond to those standards below as it pertains to the proposed project, describing how the standards would be met by this proposal:

The site is over 50,000 SF and 150' wide. The building is set back 50 And there is no abutting residential property. There is only one curb cut and it is more than 75' from the intersection. Curbs will be provided at all paved areas. Parking is paved and all areas that are not pavement or sidewalks are either lawn or landscaping. All hoists and service equipment is within the building. Parking of disabled or wrecked cars will be limited to 3 days. Trucks and trailers will not be rented from this site. All site lighting is down throw and will be shielded from projection onto adjacent properties. All traffic and queuing space will be internal. Hoists are all accessed from a common door.