

PLANNING COMMISSION MEETING - COUNCIL CHAMBER
Tuesday, November 15, 2016

6:30 p.m.

Agenda

1. Call to Order
2. Roll Call
3. Approval of Minutes: October 11, 2016
4. People from the Floor
5. Announcements
6. Public Hearing
 - A. Special Use Permit – 125 E. Kipp Rd. (Dollar Tree/O'Reilly's) 2016-12
Resolution: A Resolution Approving a Preliminary and Final Site Plan and Special Use Permit to Construct a New 16,525 Square Foot Commercial Building Located at 125 East Kipp Road
7. Regular Business
 - A. 200 E. Kipp Rd. (Gestamp) 2016-13
Resolution: A Resolution Approving A Preliminary And Final Site Plan To Allow Gestamp To Construct A 171,300 Square Foot Building Expansion To The Existing Manufacturing Facility Located At 200 E. Kipp Road
8. Unfinished Business
9. New Business
10. Correspondence
11. Liaison Reports
12. Director's Report
13. Adjournment

**CITY OF MASON
PLANNING COMMISSION MEETING
MINUTES OF OCTOBER 11, 2016**

Vice-Chairperson Sabbadin called the meeting to order at 6:30 p.m. in the Council Chambers at 201 West Ash Street, Mason, Michigan.

Commissioner(s) present: Bama, Brown, Fischer, Hagle, Howe, Hude, Sabbadin, Waxman

Commissioner(s) absent: Reeser (excused)

Also present: David Haywood, Zoning & Development Director

APPROVAL OF MINUTES:

Commissioner Hagle indicated that she was absent from the September meeting and had given prior notice. Waxman pointed out that all the votes throughout the minutes should then be corrected to show Hagle as absent.

MOTION by Waxman, second by Brown,
to approve the meeting minutes of September 13, 2016 as corrected.

Yes (8) Bama, Brown, Fischer, Hagle, Howe, Hude, Sabbadin, Waxman

No (0)

Absent (1) Reeser

MOTION APPROVED

PEOPLE FROM THE FLOOR

None.

ANNOUNCEMENTS

None.

PUBLIC HEARING

**Resolution – A RESOLUTION RECOMMENDING THAT THE CITY COUNCIL ADOPT
AN ORDINANCE TO REZONE THE PROPERTY LOCATED AT 652 HULL ROAD FROM
AG SINGLE FAMILY AGRICULTURAL TO C-2 GENERAL COMMERCIAL**

Haywood gave an overview of the request and highlighted the main components of his staff report related to availability of utilities in the vicinity of the site and compatibility of the requested zoning district with the Master Plan.

Vice-Chairperson Sabbadin opened the public hearing at 6:37 p.m. and invited the applicant to speak.

Matthew Van Dyk of Miller Johnson Attorneys and Mark Peters of Goodwill Industries of Central Michigan's Heartland Inc. gave a brief overview of the request and indicated that they are in agreement with the analysis of the staff report provided to the Planning Commission and have nothing to further to add.

Being there were no other persons of the public in attendance, the public hearing was closed at 6:39 p.m.

MOTION by Waxman, second by Brown,
to Introduce and Consider Read Planning Commission Resolution – A Resolution Recommending that the City Council Adopt an Ordinance to Rezone the Property Located at 652 Hull Road from AG Single Family Agricultural to C-2 General Commercial.

Yes (8) Bama, Brown, Fischer, Hagle, Howe, Hude, Sabbadin, Waxman

No (0)

Absent (1) Reeser

MOTION APPROVED

**CITY OF MASON
PLANNING COMMISSION RESOLUTION NO. 2016-11**

**A RESOLUTION RECOMMENDING THAT THE CITY COUNCIL ADOPT AN
ORDINANCE TO REZONE THE PROPERTY LOCATED AT 652 HULL ROAD FROM
AG SINGLE FAMILY AGRICULTURAL TO C-2 GENERAL COMMERCIAL**

October 11, 2016

WHEREAS, a rezoning request has been received from Goodwill Industries of Central Michigan's Heartland, Inc. to rezone 7.31 acres of land located at 652 Hull Road (Parcel # 33-19-10-17-200-026); and

WHEREAS, the area subject to rezoning is legally described as: All that part of the southeast ¼ of the northeast ¼ of section 17, T2N, R1W, City of Mason, Ingham County, Michigan, lying east of highway US-127 right-of-way, except the south 430 feet thereof and also except the north 150 feet of the east 240 feet of said southeast ¼ of the northeast ¼ of section 17, T2N, R1W, City of Mason, Ingham County, Michigan; and

WHEREAS, The request to rezone is consistent with the standards of approval for zoning ordinance amendments listed in Section 94-396(a) of the Mason zoning ordinance, based on the following findings of fact:

1. That the request to rezone the property is consistent with the Future Land Use Map of the Master Plan.
2. That the subject property can be reasonably served by the necessary public utilities.
3. That there are no significant negative environmental impacts related to the rezoning request.
4. That the land uses permitted in the C-2 (General Commercial) zoning district will not adversely affect the value of the surrounding property.

NOW THEREFORE BE IT RESOLVED, that the City of Mason Planning Commission does hereby recommend that the City Council adopt an ordinance to rezone 7.31 acres of land as described from AG Single Family Residential to C-2 General Commercial.

Yes (8) Bama, Brown, Fischer, Hagle, Howe, Hude, Sabbadin, Waxman

No (0)

Absent (1) Reeser

MOTION APPROVED

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

CORRESPONDENCE

None.

LIAISON REPORTS

Mayor Pro Tem Brown gave a brief report on the purchase of Rayner Park, City Audit, appointment of Mark Howe to the Planning Commission, the proposed Post Construction Storm Water Ordinance, the Rezoning Request for 127 North Lansing Street, and the movie filming in downtown.

DIRECTOR REPORT

Haywood reported on staff's interest in applying for grant funding to extend the Hayhoe Riverwalk Trail west to Kerns Road and trailhead development, the proposed off road vehicle ordinance, and the proposed prohibited vegetation ordinance.

ADJOURNMENT

The meeting adjourned at 6:53 p.m.

David E. Haywood, Zoning & Development Director

Seth Waxman, Secretary

City of Mason


201 W. Ash St.
P.O. Box 370
Mason, MI 48854-0370
www.mason.mi.us



City Hall 517 676-9155
Police 517 676-2458
Fax 517 676-1330
TDD 1-800-649-3777

MEMORANDUM

TO: Planning Commission

FROM: David E. Haywood, Zoning & Development Director 

SUBJECT: Preliminary & Final Site Plan Review & Special Use Permit – 125 E. Kipp Rd.
(Dollar Tree/O'Reilly's)

DATE: November 11, 2016

The applicant is requesting preliminary site plan approval to construct a 16,525 square feet new commercial building on property located at 125 East Kipp Road. The parcel is zoned C-2 General Commercial. Section 94-142(d)(14) permits commercial buildings over 15,000 square feet by special use permit.

LAND USE AND ZONING:

The surrounding land uses and zoning are as follows:

	Current Land Use	Zoning	Future Land Use
North	Undeveloped	M-1 (Light Manufacturing)	Mixed Use
East	Commercial	C-2 (General Commercial)	Mixed Use
South	Industrial	M-2 (General Manufacturing)	Industrial
West	Commercial	C-2 (General Commercial)	Mixed Use

SITE PLAN REVIEW:

Plan Details:

A retaining wall is shown at the northeast corner of the site that separates the rear parking area from the Hayhoe Riverwalk Trail. The wall is shown encroaching the trail easement area.

Private improvements are not permitted inside a public easement. Staff recommends approval with the condition that a revised site plan be provided that relocates the retaining wall outside of the trail easement prior to final approval.

The plan shows two easements, one non-exclusive utility easement along the north edge of the site and a temporary grading easement at the northeast corner of the site. The plan should call out the recordation of the utility easement. With regard to the temporary easement, staff encourages the applicant to notify and receive approval for off-site grading from the adjacent property owner. The owner is the same party as the seller of the subject property. Approval is recommended with the condition that the applicant provide a revised site plan that calls out the recordation of the utility easement.

The plan shows that the portion of the Hayhoe Riverwalk Trail adjacent to the proposed development will be reconstructed to accommodate the proposed development. Although this is not objectionable to the City, it will require coordination with the Department of Public Works prior to the start of work for compliance with public construction standards.

There appears to be a segment of sidewalk between the east edge of the Riverwalk trail and the east property line that was not constructed. Approval is recommended with the condition that a revised site plan is submitted showing this segment of sidewalk.

The luminary schedule makes reference to light poles in excess of 20 feet. Table 100-2 limits accessory structures to 15 feet or less. Staff recommends that the luminary schedule and all references to light poles be reduced to 15 or less as a condition of approval.

Height, Bulk, Density, and Area Requirements:

The proposal meets the height, bulk, density and area requirements of the Code.

Off-Street Parking & Circulation:

The proposed parking plan does not meet the basic standards listed in Article IX of the Mason zoning ordinance. Only five of the 63 proposed parking spaces meet the minimum size requirement listed in Section 94-241(j). Many of the spaces provided do not meet the minimum width, depth, and overall area required. Approval is recommended with the condition that the applicant provide a revised parking plan that meets the basic standards listed in Article IX or is granted a variance by the Zoning Board of Appeals prior to the issuance of a building permit.

The Mason Fire Chief has provided a comment indicating that the access drive along the west side of the building should have a minimum width of 20 feet, per NFPA 1 2006 18.2.3.4.1.1. The City Engineer provided a similar comment that the drive will likely be used as a two way access drive and should be widened to accommodate two-way traffic. Staff concurs. Approval is recommended with the condition that the access drive be widened to 20 feet.

Landscaping:

The landscape plan and parking lot landscaping meet the requirements of the Section 94-241 of the Mason zoning ordinance. However, there appears to be a discrepancy between the parking plan shown on the site plan and the landscaping plan. The landscaping plan shows two oak trees

in the front parking area, but the site plan does not show a landscape island equally. Approval is recommended with the condition that a revised parking plan and site plan showing agreement with regard to landscape islands.

Construction Schedule:

The applicant has provided a construction schedule indicating that the project will start upon the receipt of all necessary permits. However, no completion date was provided.

PUBLIC SERVICES AND FACILITIES:

Streets, Traffic, and Site Access:

East Kipp Road is a four-lane street and is under the jurisdiction of the Ingham County Road Department. No changes are proposed to Kipp Road.

Water, Sanitary Sewer and Storm Water Management:

The City Engineer has provided comments in his letter dated November 2, 2016. His comments include concurrence from the Public Works Director and Public Works Supervisor. The following is a summary of the City Engineer's comments and include but are not limited to the following:

- Manholes functioning as catch basins shall have sumps
- Catch basins should be fitted with a trap and hood
- Storm water management plan shall be provided
- Fire suppression line should be split from domestic water prior to entering the building
- Soil erosion permit will be required by the Ingham County Drain Commissioner
- Retaining wall detail shall be provided
- Cross section of the trail to be re-constructed shall be provided

Approval is recommended that the applicant provide a revised site plan addressing the comments listed in the City Engineer's letter prior to final approval.

Pursuant to City Council Resolution No. 2005-49, the City requires a written drainage facility maintenance agreement between the City and the property owner insuring that they will properly maintain their private storm water drainage system, bearing all expenses. This agreement is recommended as a condition of approval.

Additional Agency Comments:

Comments from the remaining agencies are attached. No additional concerns have been received regarding this site plan review at this time.

NOTIFICATION:

Fifty-four letters were sent out notifying the public of this request. As of the writing of this report one response has been received opposing the request, which is included in your packet.

ANALYSIS:

It appears that the site and proposed use will comply with the site plan review standards listed in Sections 94-227 of the Code, provided the previously noted conditions are met.

In addition to these standards, Section 94-191(f) of the Mason Code provides the Basis of Determination for Special Use Permits. These standards must be met before a Special Use Permit can be approved. The standards and staff commentary regarding compliance follow:

- (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 adjacent property or the zoning district in which it is proposed.*

The location is currently zoned for commercial use. The use appears to be harmonious with the general surroundings and character of the immediate vicinity.

- (2) *Not be hazardous or disturbing to uses in the same general vicinity and will be a substantial improvement to property in the immediate vicinity and to the community as a whole.*

Provided the mitigating improvements listed in this staff report and accompanying resolution, staff is not aware of any additional conflicts of a hazardous or disturbing nature associated with the proposed use.

- (3) *Be served adequately by essential facilities and services, such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewage facilities, and schools.*

The use is proposed in an area currently served by public water, sanitary sewer and other necessary facilities.

- (4) *Not create additional requirements at public cost for public facilities and services.*

It does not appear that the proposed use will create additional public costs.

- (5) *Not involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any person, property, or the general welfare by noise, fumes, glare, or odors.*

Staff is not aware of any conflicts of this nature.

- (6) *Not be located such that it will directly or indirectly have a substantial adverse impact on the natural resources of this city.*

Staff is not aware of any conflicts of this nature.

- (7) *Be in compliance with other applicable local, county, state, or federal rules and regulations.*

It appears that the proposed use is in compliance, provided the specified conditions of approval are met.

RECOMMENDATION:

The Planning Commission approve Resolution.

Attachments:

1. Resolution
2. Application
3. Agency Comments
 - a. City of Mason Fire Chief
 - b. Ingham County Drain Commissioner
 - c. City Engineer
 - d. Ingham County Health Department
 - e. City of Mason POTW Supervisor
4. Letter from Jim & Shelly Duthie
5. Site Plan

Introduced:
Seconded:

**CITY OF MASON
PLANNING COMMISSION RESOLUTION**

**A RESOLUTION APPROVING A PRELIMINARY AND FINAL SITE PLAN AND
SPECIAL USE PERMIT TO CONSTRUCT A NEW 16,525 SQUARE FOOT
COMMERCIAL BUILDING LOCATED AT 125 EAST KIPP ROAD**

November 15, 2016

WHEREAS, a request has been received from Pacifica Companies LLC, for preliminary and final site plan and special use permit approval to be allowed to construct a new commercial building at 125 East Kipp Road; and

WHEREAS, the subject property is further described as:

A parcel of land in the Southwest ¼ of Section 9, T2N, R1W, City of Mason, Ingham County, Michigan, described as beginning at a point which is South 89d40'59" East (previously described as South 89d39'31" East) 210.00 feet along the South Section line and North 00d12'13" West 50.00 feet from the Southwest corner of Section 9 for the point of beginning; thence North 00d12'13" West 325.00 feet parallel with the West Section line; thence South 89d40'59" East (previously described as South 89d39'31" East) 190.00 feet; thence South 00d12'13" East 325.00 feet; thence North 89d40'59" West 190.00 feet to the point of beginning; and

WHEREAS, upon compliance with the conditions listed herein, the plans will comply with the site plan review standards listed in Section 94-227 of the Mason Code; and

WHEREAS, upon compliance with the conditions listed herein, the plans will comply with the special use permit basis of determination standards listed in Section 94-191(f) of the Mason Code; and

WHEREAS, approval is granted with the condition that the applicant shall submit a revised site plan with the following changes prior to final site plan approval:

- 1) The retaining wall shall be relocated outside of the trail easement area, and
- 2) The applicant provide authorization from the adjacent land owner for the temporary grading easement, and
- 3) The segment of sidewalk be shown between the east side of the Hayhoe Riverwalk Trail and the east property line, and
- 4) That the parking plan be revised to conform with Article IX of the Mason Zoning Ordinance with regard to parking space standards, or the applicant be granted a variance for the proposed plan, and
- 5) The access drive along the west property line be widened to 20 feet and permitted for two-way traffic, and

- 6) That the plans address the concerns expressed by the City Engineer in his letter of November 2, 2016, are adequately addressed to the satisfaction of the City Engineer, and
- 7) A revised landscape plan be provided that shows agreement with the site plan relative to landscape islands; and

WHEREAS, approval is granted with condition that the applicant provide an executed Drainage Facilities Maintenance Agreement prior to the issuance of an occupancy permit; and

NOW THEREFORE BE IT RESOLVED, that the Mason Planning Commission does hereby approve a Preliminary and Final Site Plan and Special Use Permit to construct a new 16, 525 square foot commercial building located at 125 East Kipp Road based on the site plan dated October 14, 2016.

Yes ()

No ()



APPLICATION – SITE PLAN REVIEW/SPECIAL USE PERMIT

City of Mason

Planning Department • 201 W. Ash Street • Mason, MI 48854

Phone: 517/676-9155 • Fax: 517/676-1330

www.mason.mi.us

Applicant– Please check one of the following:

	Preliminary Site Plan Review
X	Final Site Plan Review
X	Special Use Permit*
	Administrative Review
* includes Preliminary Site Plan Review	

PLANNING DEPARTMENT USE ONLY

Application Received: 10/14/16

Tax ID: 09-351-017

Fee: \$375.-

Receipt #: 100199320

100199792

I. APPLICANT INFORMATION

Name PANKAJ MAHAJAN

Organization PACIFICA COMPANIES

Address 1775 HANCOCK ST, SUITE 200 SAN DIEGO, CA 92110

Telephone Number (619) 296-9000

Facsimile Number _____

Interest in Property (owner, tenant, option, etc.) OWNER

Note: If applicant is anyone other than owner, request must be accompanied by a signed letter of authorization from the owner.

II. PROPERTY INFORMATION

Owner RGH INVESTMENT COMPANY, LLC

Telephone Number _____

Property Address 125 E KIPP RD MASON, MI 48854

Legal Description: If in a Subdivision: Subdivision Name _____ Lot Number _____

If Metes and Bounds (can be provided on separate sheet): SEE ATTACHED

APPLICANT CERTIFICATION

By execution of this application, the person signing represents that the information provided and the accompanying documentation is, to the best of his/her knowledge, true and accurate. In addition, the person signing represents that he or she is authorized and does hereby grant a right of entry to City officials for the purpose of inspecting the premises and uses thereon to verify compliance with the terms and conditions of any Special Use Permit and/or Site Plan approval issued as a result of this application.

Signature [Signature]

Date 10/14/16

III. REQUEST DESCRIPTION

- A. Written Description – Please use this section to describe the use or uses proposed. Attach additional pages, if necessary.

COMMERCIAL

B. Available Services

Public Water ☒ YES ☐ NO
Public Sanitary Sewer ☒ YES ☐ NO

Paved Road (Asphalt or Concrete) ☒ YES ☐ NO
Public Storm Sewer ☒ YES ☐ NO

C. Estimate the Following

Traffic Generated <1000 TBD & <100 PTPD

Total Employees 10 Shifts 2

Population Increase N/A

Employees in Peak Shift 5

Hours of Operation TBD AM to TBD PM
SUN day through SUN day

Total Bldg. Area Proposed 16,525

Parking Spaces Provided 66

D. Project Phasing

This project will be completed in: ☒ One Phase ☐ Multiple Phases – Total No. of Phases: _____

Note: The phases of construction for multi-phase projects must be shown on the site plan

IV. APPLICATION MATERIALS

The following are checklists of items that generally must be submitted with applications for Preliminary Site Plan Review, Final Site Plan Review, and Special Use Permits. Applicants should review Articles VI and VII of Chapter 94 of the Mason Code for a complete listing of application requirements. All site plan drawings must comply with the requirements of Section 94-226(d) of the Zoning Ordinance. Incomplete applications will not be processed.

- ☐ Completed application form
- ☐ 20 copies of site plan drawings is larger than 11" x 17" (30 copies for Special Use Permits)
- ☐ 1 – 11" x 17" copy of the site plan
- ☐ Plans submitted on CD (Commercial only)
- ☐ Legal description
- ☐ Proof of ownership/owner authorization
- ☐ Construction schedule for proposed project
- ☐ Construction calculations for utilities
- ☐ Fee (see below)
- ☐ Any other information deemed necessary

Application Fee – all requests must be accompanied by a fee, as established by the City Council. The fee schedule for Preliminary Site Plan Reviews, Final Site Plan Reviews, and Special Use Permits is as follows (As of October 16, 2006):

<u>Administrative Reviews</u>	\$70.00
<u>Preliminary Site Plan Reviews</u>	\$200.00
<u>Final Site Plan Review</u>	\$100.00
<u>Special Use Permits</u> (includes preliminary site plan review)	\$275.00
<u>Engineering Review</u>	\$220.00*

*Two-hour minimum fee for projects increasing demand on public utilities. Actual fees incurred are billed to applicant upon completion of review.

V. **APPLICATION DEADLINES**

Preliminary Site Plan/Special Use Permit Review – Applications for Preliminary Site Plan Review may be submitted at any time. Complete applications must be received a minimum four (4) weeks prior to a Planning Commission meeting to be placed on the agenda. Upon receipt of a complete application, a public hearing will be scheduled for the next regularly scheduled meeting (for Special Use Permits only). The Planning Commission has the final authority to approve, approve with conditions or deny an application for Preliminary Site Plan/Special Use Permit Review. The Planning Department staff will issue a letter to the applicant advising of any changes or revisions that may be necessary prior to making application for Final Site Plan Review.

Final Site Plan Review – Complete applications must be received a minimum of four (4) weeks prior to a Planning Commission meeting to be placed on an agenda. The Planning Commission has the final authority to approve, approve with conditions or deny an application for Final Site Plan Review. Planning Commission meetings are held on the second Tuesday after the first Monday of every month, unless the Tuesday is a Township recognized holiday, in which case the meeting is held on the following day (Wednesday).

VI. **STAFF REPORT**

The Planning Department Staff will prepare a report to the Planning Commission regarding an application for Preliminary Site Plan Review, Final Site Plan Review or Special Use Permit. The report will explain the request and review whether it complies with the zoning standards of the Mason Code. Staff will present the findings of that report during the Planning Commission meeting. An applicant who wishes to obtain one (1) copy of that report, at no cost, prior to the meeting must provide a written request to the Planning Department. The report is generally complete on the Friday before the meeting and can be mailed to the applicant or picked up by the applicant in the Planning Department.

our **people** and our **passion** in every **project**



October 14, 2016

Mr. David Haywood
Zoning & Development Director
City of Mason
201 W. Ash Street
Mason, MI 48854
517-978-0206

RE: Final Site Plan and Special Use Review for Dollar Tree

Dear Mr. Haywood:

Pacifica Companies is proposing to construct an approximately 16,525 square foot commercial building on parcel 33-19-10-09-351-017. The proposed structure will require a special use permit for an additional 1,525 square feet over the allowed 15,000 square feet. As it relates to this request, please find enclosed the following information for your consideration:

- The completed Special Use Application and package;
- Thirty (30) full-size copy of the proposed plans;
- One (1) 11x17 size copy of the proposed plans;
- A response letter to the administrative review comments;
- One (1) check for the amount of \$220 for engineering review;
- One (1) check in the amount of \$100 for final site plan review;
- One (1) check in the amount of \$275 for Special Use;
- Stormwater detention calculations;
- Purchase agreement for the property;

Pacifica Company is looking to begin construction as soon as the project is completely permitted. Electronic copies of the information listed above (along with this cover letter) will be e-mailed to you for your records.

In the meantime, should you have any questions about the enclosed material or if you require any additional information, feel free to contact me by phone at (517) 827-8670 or e-mail at rblasey@bergmannpc.com.

Sincerely,

BERGMANN ASSOCIATES

Richard Blasey, PE

Enclosures



our people and our passion in every project



LEGAL DESCRIPTION

A parcel of land in the Southwest 1/4 of Section 9, T2N, R1W, City of Mason, Ingham County, Michigan, described as beginning at a point which is South 89°40'59" East (previously described as South 89°39'31" East) 210.00 feet along the South Section line and North 00°12'13" West 50.00 feet from the Southwest corner of Section 9 for the point of beginning; thence North 00°12'13" West 325.00 feet parallel with the West Section line; thence South 89°40'59" East (previously described as South 89°39'31" East) 190.00 feet; thence South 00°12'13" East 325.00 feet; thence North 89°40'59" West 190.00 feet to the point of beginning.



DETENTION POND DESIGN CALCULATION

Project Name: Dollar Tree
 Site Location: Kipp Road
Mason, MI

Cont. Drainage Area (Acres): 2.84 (L)
 Proposed Runoff Coefficient "C" Value: 0.77 (M)
 Allowable Release Rate per Acre (CFS/ Acre) 0.15 (N)
 Maximum Allowable Release Rate (CFS) 0.43 (O)

A	B	C	D	E	F	G	H	I	J	K
Duration (Minutes)	Duration (Hours)	100-Year 24-Hour Total Rainfall (Inches)	100-Year 24-Hour Rainfall Avg. Intensity (Inch/Hr)	Proposed 100yr-24hr Avg. Runoff Flowrate (CFS)	Proposed 100yr-24hr Runoff Volume (CFT)	Maximum Allowable Release Rate (CFS)	Required 100yr-24hr Storage Volume (CFT)	Bankfull 2yr-24hr (2.42 Inches) Volume (CFT)	First Flush (1/2 Inch) Storage Volume (CFT)	Total Required Storage Volume (CFT)
5	0.08	0.62	7.44	16.28	4,883	0.43	4,819	19,218	3,971	19,218
10	0.17	1.09	6.54	14.31	8,585	0.43	8,457	19,218	3,971	19,218
15	0.25	1.40	5.60	12.25	11,026	0.43	10,834	19,218	3,971	19,218
20	0.33	1.57	4.72	10.33	12,391	0.43	12,135	19,218	3,971	19,218
30	0.50	1.92	3.84	8.40	15,122	0.43	14,738	19,218	3,971	19,218
40	0.67	2.09	3.14	6.87	16,487	0.43	15,975	19,218	3,971	19,218
50	0.83	2.27	2.72	5.95	17,852	0.43	17,212	19,218	3,971	19,218
60	1.00	2.44	2.44	5.34	19,217	0.43	18,449	19,218	3,971	19,218
90	1.50	2.73	1.82	3.98	21,501	0.43	20,349	19,218	3,971	20,349
120	2.00	3.02	1.51	3.30	23,785	0.43	22,249	19,218	3,971	22,249
180	3.00	3.33	1.11	2.43	26,227	0.43	23,923	19,218	3,971	23,923
240	4.00	3.52	0.88	1.93	27,723	0.43	24,651	19,218	3,971	24,651
300	5.00	3.71	0.74	1.62	29,219	0.43	25,380	19,218	3,971	25,380
360	6.00	3.90	0.65	1.42	30,716	0.43	26,109	19,218	3,971	26,109
540	9.00	4.21	0.47	1.02	33,157	0.43	26,246	19,218	3,971	26,246
720	12.00	4.52	0.38	0.82	35,599	0.43	26,384	19,218	3,971	26,384
900	15.00	4.71	0.31	0.69	37,056	0.43	25,538	19,218	3,971	25,538
1080	18.00	4.89	0.27	0.59	38,513	0.43	24,691	19,218	3,971	24,691
1260	21.00	4.97	0.24	0.52	39,151	0.43	23,026	19,218	3,971	23,026
1440	24.00	5.20	0.22	0.47	40,954	0.43	22,525	19,218	3,971	22,525
2880	48.00	5.70	0.12	0.26	44,892	0.43	8,035	19,218	3,971	19,218

Required 100yr-24hr Detention Storage (CFT) 26,384Required Storage (CFT) 26,384**PERMANENT RETENTION POND DESIGN CALCULATION**

Retain Consecutive 100-Year 24 Hour Design Storm Events from the Entire Contributing Area (5.2 Inches of Rainfall)

82,591 CFT

- A) Duration of the storm event in minutes.
 B) Duration of the storm event in hours.
 C) Total amount of rainfall during a 100-year recurrence storm event for the given duration in Column A & B (ref.: midwestern climatological center rainfall Atlas-Bulletin 71).
 D) Average rainfall intensity during the 100-year recurrence storm event. Calculated by dividing Column C by Column B.
 E) The unrestricted 100-year recurrence average discharge flowrate from the proposed site under fully developed conditions. Calculated by multiplying Intensity (D), Runoff Coefficient (M) and Drainage Area (L).
 F) The unrestricted 100-year recurrence discharge volume from the proposed site for the given duration. Calculated by multiplying the Proposed Runoff Flowrate (E) by the Storm Duration (A) and by 60 seconds/minute.
 G) The maximum allowable discharge from the site is determined by multiplying the drainage area by the allowed per acre release rate (N).
 H) The required detention storage is determined by multiplying the flowrate differential (Inflow (E) - 0.5*Outflow (G), by the corresponding duration (A) and by 60 seconds/minute. The calculated maximum release rate only occurs when the pond is full. As the pond dewater the actual release rate from the pond will decrease from the maximum allowed release rate to 0. Therefore, an average release rate equal to 50% of the maximum rate is used in calculating the required storage volume. Calculated storage volumes will vary based on rainfall intensity, the size of the drainage area, and the allowable discharge. The maximum volume of storage for the various storm durations will be the required detention storage volume.
 I) The bank full volume is based on storing the runoff from 2 year - 24 hour storm event (2.42 Inches).
 J) The first flush volume is based on storing the runoff from the first 1/2 inch of rain.
 K) Total required storage volume is the maximum required storage between the 100-year 24-hour at the allowable discharge rate or the total volume of the bank full storm.
 L) Area contributing to the proposed detention/ retention facility
 M) Weighted Runoff Coefficient based on proposed development conditions
 N) Allowable Release Rate from the site per Acre. Based on capacity of downstream conveyance system.

Calculation By: _____

Date: _____

Site Conditions

Drainage Area = 2.84 Acres
Runoff Coefficient = 0.84
Allowable Release Rate = 0.15 cfs/acre
 $Q_A = 0.43$ cfs (Allowable Release Rate)

100 Year Volume

$P_{100} = 6.15$ inches (100 Year, 24 hour event)
 $V_{100} = 26384$ cf (100 Year Volume)

Bankfull Flood (2-Year) Volume

$P_{BF} = 2.42$ inches (2 Year, 24 hour event)
 $V_{BF} = 20957$ cf (Bankfull Flood Volume)

Water Quality Volume

$P_{WQ} = 0.5$ inches (0.5" of runoff)
 $V_{WQ} = 4330$ cf (Water Quality Volume)

Storage Provided

Elevation	Area (sf)	Depth (ft)	Volume (cf)	Total Volume (cf)	Elevation
889	5915	0	0	0	889
890	6661	1	6288	6288	890
891	7519	1	7090	13378	891
892	8409	1	7964	21342	892
893	9326	1	8868	30210	893

Storage Elevations

Water Quality
 $X_{WQ} = 889.69$
Bankfull (2-Year)
 $X_{100} = 891.95$
100 Year
 $X_{100} = 892.57$

David Haywood

From: Kerry Minshall
Sent: Wednesday, November 09, 2016 9:30 AM
To: David Haywood
Subject: Dollar Tree

NFPA 1 2006 18.2.3.4.1.1 Fire Department access roads shall have an unobstructed width of not less than 20 feet. I see that the access road is only 16 feet wide.

The fire code does not require the road to be there however if it is there, it needs to be 20 feet wide.

Kerry

Chief Kerry Minshall
City of Mason Fire Department
201 West Ash Street
Mason, MI 48854
ph 517-244-9025
fax 517-244-9028

Patrick E. Lindemann

Ingham County Drain Commissioner

PO Box 220
707 Buhl Avenue
Mason, MI 48854-0220

Phone: (517) 676-8395

Fax: (517) 676-8364

<http://dr.ingham.org>



Carla Florence Glus
Deputy Drain Commissioner

Paul C. Pratt
Deputy Drain Commissioner

David C. Love
Chief of Engineering and Inspection

Sheldon Lewis
Administrative Assistant

November 4, 2016

David E. Haywood, Zoning & Development Director
Mason City Hall
201 West Ash Street
P.O. Box 370
Mason, MI 48854

RE: Special Use and Site Plan Review request – 125 E. Kipp Road, Mason
Conceptual Plan Review; Drain Office #16112

Dear Mr. Haywood:

We are in receipt of an October 25, 2016 request by the City of Mason for review of a proposed Special Use and Site Plan Review for a parcel on the north side of Kipp Road, one lot east of Jefferson Street. This matter will soon be up for review by the City Planning Commission.

This conceptual review is offered as a courtesy to the City of Mason only and should not be construed by the project owner or others as formal submission to the Ingham County Drain Commissioner for site plan or drainage review.

The Ingham County Drain Commissioner (ICDC) offers the City of Mason the following conceptual review comments on the stormwater system for this project:

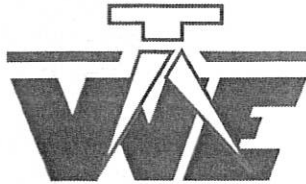
1. The site does not have direct storm sewer service.
2. It is located in the City of Mason and is not within a County Drain drainage district. The site is not located in the 100-year floodplain (see attached).
3. The proposed plans show the stormwater being taken off site to an existing detention area which must discharge to the nearby Sycamore Creek, which is considered to be waters of the State and not a County Drain.
4. If this were to be discharged to a County Drain, we would require pretreatment, a flowage easement from the adjacent property owner and a Maintenance Agreement with the Drain District in order to comply with Phase-2 of the Clean Water Act.
5. We recommend that the plans be submitted to the City for water quality and quantity review before being submitted to our Office for a Soil Erosion Control Permit evaluation.

We appreciate the opportunity to comment on this plan. It is an honor and a privilege to serve the citizens and businesses of Ingham County.

Sincerely,

A handwritten signature in black ink, appearing to read "David C. Love". The signature is fluid and cursive, with the first name "David" being more prominent.

David C. Love
Ingham County Drain Engineer



Wolverine Engineers & Surveyors, Inc.

312 North Street • Mason, Michigan 48854 • 517.676.9200 • Fax 517.676.9396

November 2, 2016

Mr. David E. Haywood, AICP - Zoning & Development Director
City of Mason
201 W. Ash Street
Mason, MI 48854



RE: 125 E. Kipp Road

Dear Mr. Haywood:

We are in receipt and, in conjunction with Mr. Ken Baker and Mr. Tom Silsby of the City of Mason, we have reviewed the site plan for the proposed Dollar Tree and O'Reilly Auto Parts at 125 E. Kipp Road. The plans as received consisted of nine (9) plan sheets as prepared by Bergmann Associates with a revision date of October 14, 2016.

In general, the site plan proposes the construction of an approximately 16,500 square foot building on a 1.42 acre parcel. The parcel is served by water, sanitary sewer and storm sewer with a community detention basin located at the northern end of the parent parcel.

Based upon the review we offer the following comments:

Storm Sewer:

The proposed plans incorporate an internal storm sewer system which will ultimately discharge to the community detention basin to the north. The design calculations as provided are in accordance with the City of Mason Storm Water Ordinance and indicate that the detention basin has suitable capacity for this development and the existing CP Federal Credit Union site.

All storm drainage structures are noted within the plan to be manholes; however, it is our opinion that said structures will be functioning as catch basins **and should therefore be provided with 2-foot-deep sumps**. It is also recommended that **the catch basin outlets be fitted with a trap and hood** to reduce the potential of oils and greases from flowing from this site and into the community detention basin.

A **storm water management plan** for the detention basin will need to be provided to the City. This is of particular importance as the developed property and the detention basin do not have common ownership. It is recommended that the storm water management plan be a considered as a condition of site plan approval.

Mr. Haywood
November 2, 2016
Page 2 of 3

Sanitary Sewer:

Sanitary sewer is stubbed toward the property. The plans indicate that a manhole is to be constructed over the existing 8-inch sanitary stub and an 8-inch sanitary sewer extended into the subject property. The existing stub and the proposed manhole are located within an easement for public utilities. It is recommended that the City accept the sanitary sewer only to the proposed manhole. The balance of the sanitary sewer should be considered as a lead serving the proposed Dollar Tree property.

Water Main:

An 8-inch water main is proposed as the water service into the building. This seems rather large given the building square footage unless a fire suppression system is being proposed. If a fire suppression system is proposed it is recommended that the domestic service be split off prior to entrance into the building. No internal plumbing plans were provided so we cannot comment on the appropriateness of back-flow preventers or other such cross-connection prevention devices.

It should also be confirmed with the City of Mason Fire Department that the proximity of the existing perimeter fire hydrants is sufficient for this building. The island to the rear of the building could accommodate a hydrant if it is deemed necessary.

Internal Site Movement:

The site plan proposes a one-way (northbound) driveway along the westerly side of the building. It appears that there is sufficient space for this driveway to be a two-way drive. Given that there is a curb-cut from Jefferson Street into this site it is reasonable to expect vehicles from the north will use Jefferson Street to access the site to avoid the traffic signal at Kipp Road and additional turning movements. While parking is provided on the northerly side of the building it is anticipated that the preferred customer entrance will be on the southerly side. The one-way driveway is likely to be used as a two-way drive and is recommended to be designed and constructed as such.

General Plan Comments:

This site will require a soil erosion and sedimentation control permit from the Ingham County Drain Commissioner's Office. We did not note any soil erosion plan or details within the plan set as provided.

The handicap parking spaces should be noted to meet ADA requirements for dimensions and signage.

Plan Sheet C110 has a graphic scale noted as 1" = 30' while the title block scale is noted to be 1" = 20'.

Mr. Haywood
November 2, 2016
Page 3 of 3

Plan Sheet C130 indicates two (2) red oaks proposed in the parking lot where ~~there is no proposed landscape island and an additional two (2) red oaks~~ that are not aligned within the proposed landscape island.

A retaining wall is proposed at the northeast corner of the site, adjacent to the Hayhoe Riverwalk Trail. ~~Details of the retaining wall construction as well as the proposed cross section for the portion of the River Trail to be re-constructed~~ should be provided.

Overall no construction details have been provided. We will forward a copy of the City of Mason's standard detail sheet to the design engineer for inclusion within the final construction plans.

From an engineering perspective we take no exception to the proposed plan; however, we recommend some of the inconsistencies and missing items be addressed as a condition of site plan approval with a revised set of plans being provided for a final administrative review.

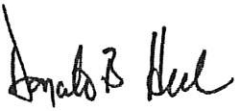
We received one (1) set of plans and have retained said set for our files.

We appreciate the opportunity to review this site plan and look forward to the successful completion of this project.

If you have any questions or additional comments, please do not hesitate to call.

Sincerely,

WOLVERINE ENGINEERS & SURVEYORS, INC.



Donald B. Heck, P.E.

DBH:ood

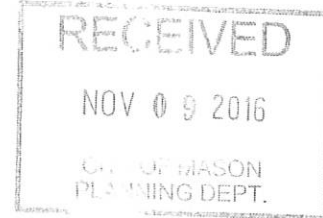
cc: Ken Baker, Director – City of Mason Public Works
Tom Silsby, Superintendent - City of Mason Public Works



Ingham County
Health Department

Linda S. Vail, MPA, Health Officer

November 2, 2016



City of Mason Planning Department
Attention: Mr. David Haywood, Zoning and Planning Director
201 West Ash Street
P.O. Box 370
Mason, MI 48854-0370

**RE: Per your request the following Site Plan has been reviewed:
125 East Kipp Road Mason, MI 48854 – Vacant land**

Dear Mr. Haywood:

The above mentioned request has been completed by the Ingham County Health Department, (ICHD) Environmental Health. As a service thru the ICHD Pollution Prevention Program (P2), on Wednesday, October 26, 2016, I conducted a site visit and determined our agency currently has no objections to the plan as proposed

If you have any questions regarding this issue, please contact me at your convenience.

Thanks,

Rene Franco, PEM
Ingham County Environmental Health

RF/cm

Environmental Health

David Haywood

From: Sam Bibler
Sent: Wednesday, October 26, 2016 2:18 PM
To: David Haywood
Subject: 125 E. Kipp Rd. Site Plan Review

David, I have reviewed the site plan for 125 E. Kipp Rd. I don't have any concerns regarding the wastewater treatment plant. Will all the stormsewer runoff be going to the detention basin?

Sam Bibler
City of Mason
POTW / MS4 Superintendent
517-676-1166 ext 202

November 1st, 2016

City of Mason

ZONING & DEVELOPMENT DEPARTMENT

RE: Construction consideration for a new Dollar Store and O-Reilly Auto Parts store

Dear Dave:

My wife and I both feel another dollar store and another auto parts store will overly saturate those same types of businesses which we already have. Our thoughts and wishes are for the City to bring in other more unique businesses and/or businesses which are perhaps not unique but rather a need and at the present a distance way from Mason.

Sincerely

Jim & Shelley Duthie

DEVELOPMENT PLANS FOR
PROPOSED
DOLLAR TREE
COMMERCIAL DEVELOPMENT
KIPP ROAD
MASON, MICHIGAN

PROJECT CONTACTS

CIVIL ENGINEER
BERGMANN ASSOCIATES
1775 HANCOCK ST. STE 200
SAN DIEGO, CA 92110
PAUL BERGMANN, P.E.
(619) 272-0805

CONTRACTOR
MIDWEST CONSTRUCTION
1000 W. SAGINAW HWY
ROSCOE, IL 61073
RUSTY PULI
(815) 623-5550

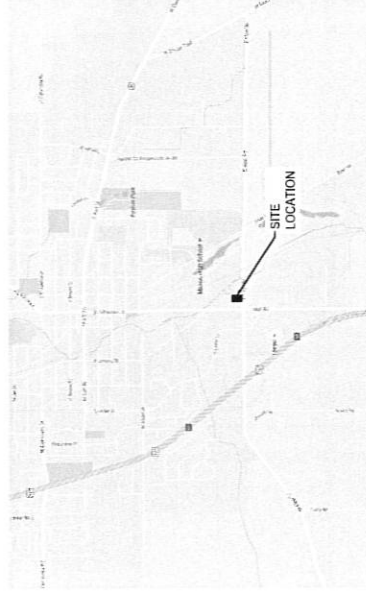
UTILITY AND JURISDICTIONAL CONTACTS

PLANNING AND ZONING
CITY OF MASON
1000 W. SAGINAW HWY
MASON, MI 48854
(517) 676-9155

WATER AND SANITARY SEWER
CITY OF MASON PUBLIC WORKS
425 N. BUSH ST
MASON, MI 48854
(517) 676-9155

STORM WATER AND SOIL EROSION AND SEDIMENTATION
MASON COUNTY GRANT COMMISSION
707 BUSH ST
MASON, MI 48854
(517) 676-9350

ROADS & ENTRANCE
INGHAM COUNTY ROAD COMMISSION
301 N BUSH ST
MASON, MI 48854
(517) 676-9722



SITE LOCATION MAP
NOT TO SCALE

SHEET LIST TABLE	
Sheet Number	Sheet Name
0000	COVER
0001	CONCRETE
0002	CONCRETE
0003	CONCRETE
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0100	CONCRETE

DRAWING KEY

■ INCLUDED IN PLAN SET

□ NOT INCLUDED IN PLAN SET

DOLLAR TREE

Kipp Road
City of Mason
Ingham County, MI

Pacifica Companies
1775 Hancock St, Suite 200
San Diego, CA 92110
PH: (619) 296-9000



Bergmann
associates
architects // engineers // planners

7050 West Saginaw Highway, Suite 200
Lansing, Michigan 48917
office: 517.272.0805
fax: 517.272.0806
www.bergmannpa.com



REVISIONS

NO.	DATE	DESCRIPTION	BY	CHK.
1	08/14/18	ISSUE FOR PERMIT	MM	MM

COVER

PROJECT INFORMATION

PROJECT NO: 18000-000
PROJECT NAME: DOLLAR TREE
PROJECT LOCATION: 1775 HANCOCK ST, SAN DIEGO, CA 92110
PROJECT DATE: AUGUST 18, 2018
PROJECT STATUS: AS SHOWN

C000