

PLANNING COMMISSION MEETING AGENDA – May 9, 2023

Mason City Hall, 201 W. Ash Street, Mason, MI Sycamore Room 1st Floor, 6:30 p.m.

- 1. CALL TO ORDER
- 2. CONFIRMATION OF MEMBER ATTENDANCE
- 3. PUBLIC COMMENT
- 4. APPROVAL OF MINUTES
 - A. Approval of Minutes from the Planning Commission Meeting on March 14, 2023

5. PUBLIC HEARING

A. Resolution 2023-05 All Saints Lutheran Church for a Special Use Permit and concurrent Preliminary and Final site plan approval for the creation of a private recreation facility consisting of a six-hole disc golf course on property located at 720 W. South Street, Mason, MI, parcel number 33-19-10-08-177-012. The parcel is zoned AG: Single Family Agricultural District.

6. UNFINISHED BUSINESS

7. NEW BUSINESS

- A. Resolution 2023-06 BAD Brewing Company LLC for approval of a Final Site Plan amended to reduce the footprint of the proposed bathroom to a 35 s.f. single stall ADA accessible structure, to incorporate the server station attached to the building and to modify the conditions of the previously approved site plan by removing the curb and sidewalk requirement and allow for the installation of bollards at both ends of the alley instead 05A
- B. Resolution 2023-07 Acknowledging receipt of the Kipp Road-Temple Street Sub-Area Plan and recommending that City Council accept it and incorporate it as an appendix to the Master Plan.
- C. Receipt of Adopted 2023-2029 Capital Improvement Plan, as Amended by City Council
- 8. LIAISON REPORT (05.01.2023)
- 9. ADJOURNMENT

CITY OF MASON PLANNING COMMISSION MEETING MINUTES OF MARCH 14, 2023 DRAFT

CALL TO ORDER

Waxman called the meeting to order at 6:30 p.m. in person at Mason City Hall.

CONFIRMATION OF MEMBER ATTENDANCE

		Present	Absent
Commissioner	Bliesener		Х
Council Liaison	Clark	X	
Commissioner	Kirkby	Х	
Commissioner	Malczewski	X	
Commissioner	Perrault	Х	
Chair	Sabbadin		Х
Vice Chair	Waxman	X	
Commissioner	Wood		Х
Secretary	Wren	X	

Also present: Deborah Stuart, City Manager, Elizabeth Hude, AICP, Community Development Director

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

MOTION by Clark second by Wren, to approve the Planning Commission Meeting minutes from February 21, 2023 and Joint City Council/Planning Commission Workshop on February 28, 2023.

VOTE

Yes (6) Clark, Kirkby, Malczewski, Perrault, Waxman, Wren

No (0)

Absent (3) Bliesener, Sabbadin, Wood

Vacant (0)

MOTION PASSED

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. Resolution 2023-04: Approval of the Capital Improvements Plan for the Fiscal Years 2023-2029

MOTION by Clark second by Wren, to approve Resolution 2023-04.

DISCUSSION: A supplemental document was distributed which reflects an amendment to the CIP made by the DDA. This will be incorporated into the resolution. Additional discussion took place on the new DPW facility, library, and the process for updating the CIP when a project sees a significant cost increase. City Manager Stuart provided clarification on who the 'other' entities and partners are that are mentioned in the document and will update the CIP to add the names of the partners. She explained that the CIP was as plan for future allocation subject to final budget approval by City Council.

AMENDMENT TO RESOLUTION

MOTION by Wren second by Kirkby, to amend Resolution 2023-04 by adding "... and Workshop Supplement Information dated March 13, 2023." at the end of the sentence:

NOW THEREFORE BE IT RESOLVED, that the City of Mason Planning Commission does hereby recommend that City Council adopt the Capital Improvements Program (CIP) for fiscal years 2023-2029.

VOTE ON AMENDMENT

Yes (6) Clark, Kirkby, Malczewski, Perrault, Waxman, Wren

No (0)

Absent (3) Bliesener, Sabbadin, Wood

Vacant (0)

MOTION PASSED

ORIGINAL VOTE

Yes (6) Clark, Kirkby, Malczewski, Perrault, Waxman, Wren

No (0)

Absent (3) Bliesener, Sabbadin, Wood

Vacant (0)

MOTION PASSED

LIAISON REPORT

Council Liaison Clark provided a summary of business from the Council meeting on March 6, 2023.

ADJOURN

The meeting adjourned at approximately 6:50 p.m.

Megan Wren, Secretary	



Staff Agenda Report: May 5, 2023 Planning Commission

AGENDA ITEM 5A:	Resolution 2023-05 — All Saints Lutheran Church for a Special Use Permit and concurrent Preliminary and Final site plan approval for the creation of a private recreation facility consisting of a six-hole disc golf course on property located at 720 W. South Street, Mason, MI, parcel number 33-19-10-08-177-012. The parcel is zoned AG: Single Family Agricultural District.
RECOMMENDED ACTION:	Motion to approve Resolution 2023-05 for a Special Use Permit and concurrent
	Preliminary and Final site plan approval
PROJECT ADDRESS:	720 W. South Street
APPLICANT:	Cynthia Vlasic representing All Saints Lutheran Church
OWNER:	All Saints Lutheran Church

Authority

- Section 94-222(4) states that any use permitted by a Special Use Permit requires site plan review.
- <u>Section 94-225(a)</u> All uses of land and structures which are subject to the requirements of this article shall
 receive preliminary site plan review and approval prior to the submission of a final site plan unless the zoning
 official determines that concurrent preliminary and final site plan review and approval will promote the
 general welfare of the city.
- <u>Section 94-226 (e)</u>: The planning commission shall have the authority to approve, approve with conditions, or deny an application for final site plan review and approval. Final site plan review shall follow the procedures for preliminary site plan review in subsection <u>94-225</u> and shall be reviewed in accordance with the standards in section <u>94-227</u>.

Public Notice: Notice of a public hearing was given as required in <u>Sec. 94-191(7)(c)</u> and <u>Sec. 94-101</u> which requires notices to be published in a newspaper of general circulation, and to be mailed to owners and occupants within 300 feet of the boundary of the subject property. The public hearing notice was published in the Lansing State Journal on Sunday, April 23, 2023; notices were mailed to residents on April 24, 2023. In accordance with Sec. <u>94-225(f)</u> and <u>94-394(d)</u>, agencies were notified and provided comments listed in the Project Analysis.

Relation to Other Actions: None.

Submittal Criteria: The applicant paid a fee of \$375, and together with the documents listed above, the application appears to satisfy the submittal requirements of Sec. 94-225(d) and Sec. 94-226(c).

Review Criteria: The applicant has submitted an application that appears to meet the review criteria for approval of a Special Use Permit and concurrent Preliminary and Final Site Plan Review. Recommended conditions and waivers have been noted.

ATTACHMENTS:

- Project Analysis with Review Criteria
- Resolution 2023-05
- Permit Application, received April 12, 2023

Description of Current and Planned Use of Property:

The six-acre property is currently developed with a principal use of religious worship as All Saints Lutheran Church. Parking consists of 51 spaces with four (4) barrier free designated spaces. No changes to the structures or parking on site are proposed.

The applicant proposes installation of a six-hole disc-golf course on the remaining vacant land which surrounds the building, screening along the northern property line and is requesting a waiver of the required trees in the parking lot. As noted on the site plan, the public will be invited and welcome to use the disc golf course during daylight hours.

Construction Schedule: The project will be completed during the summer with a competition and grand openings anticipated in September of 2023.

2014 Master Plan: The request addresses the following goals and objectives:

Growth Management, Public Services, and Quality of Life (2-2):

Manage growth in a manner that encourages the preservation of Mason's small-town character, and ensures appropriate maintenance and improvements to public services and facilities, compatibility among land uses and coordination between land use and public services programs, enhancement of community quality of life, and the cost-effective use of tax dollars.

Current Zoning District: The parcel is in the <u>AG: Single-family Agriculture District</u>. It is the primary purpose of this district to provide opportunities for the continuation of agricultural activities while also providing opportunities for single-family residential development patterns and lifestyles of a more rural and suburban character than provided elsewhere in the city. It is also expected that property within this district may transition to other more intensive uses. It is the intent of this district that development ensure a stable and healthy residential environment with suitable open spaces. The lot area requirements contained herein are minimum requirements but larger lot areas may be required where natural site conditions dictate and/or public sewer or water is not available. Persons considering residing within this district should be aware that the traditional odors, noises, dust, pesticide applications, and other generally recognized agricultural activities associated with farming may continue on a long-term basis in this district. However, in light of the comparatively high-density character of the city and the associated concentration of persons and families, including school and religious facilities, intensive agricultural activities such as large concentrated livestock operations are not considered appropriate uses in this district.

Surrounding Zoning and Land Uses: The site is located on North Cedar Street, a local public roadway.

	Current Land Use	Zoning	Future Land Use
Project site	Religious Worship	AG Single Family Agricultural District	Public
North	Residential	RS-3 Single Family Residential District	Residential
East	Residential	RM Multiple Family Residential District	Residential
C. II	City Road (South St)/	DC 2 Civil Sevel Best Late Bis in	Bartila attal
South	Residential	RS-3 Single Family Residential District	Residential
West	US 127/Residential	RS-3 Single Family Residential District	Residential

COMMENTS FROM AGENCIES

No comments received.

REVIEW CRITERIA:

Staff recommends approval of the Special Use Permit and concurrent approval of both the Preliminary and Final Site Plan with conditions and waivers as described below. Concurrent approval reduces costs to both the City and the applicant for review and expedites the use of the property.

Special Use Permit Requirements

Per <u>Section 94-191(f)</u>, before approving a special use permit, the planning commission shall find by clear and convincing proof that the applicable standards set forth by this chapter shall be satisfied by the completion and operation of the proposed development. The planning commission shall review the particular circumstances and facts of each proposed use in terms of these standards and shall make written findings showing that such use shall:

STATUS/NOTE	REQUIREMENT		
MEETS	(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 proposed lay	out generally meets this requirement as the location of the disc golf course will improve access to		
recreational facility	ties for residents in the area.		
MEETS	(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.		
The proposed loc	cation of the disc golf course is designed in a manner that will not be hazardous or disturbing to		
surrounding uses.	It will be a substantial improvement to the immediate vicinity and community as a public recreation		
facility.			
MEETS	(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 site is current	ly adequately served by essential facilities and services.		
MEETS	(4) Not create additional requirements at public cost for public facilities and services.		
Staff is not aware	of any additional requirements.		
MEETS	(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.		
It does not appea	It does not appear that the proposed location of the disc golf course will cause a detriment of this nature.		
MEETS	(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 conditions associated with this project that would create any substantial adverse impact.		
MEETS	(7) Be in compliance with other applicable local, county, state, or federal rules and regulations.		
The applicant is re	esponsible for pursuing the necessary county, state, or federal approvals and permits.		

Site Plan Approval Requirements

Per <u>Sec. 94-224</u>, the planning commission may approve, approve with conditions, or deny any site plan when referred and reviewed in accordance with the standards for site plan review and approval as listed in <u>Sec. 94-227</u> of the Zoning Ordinance. Based upon staff's review, the application appears to meet the standards for approval as noted below.

STATUS/NOTE	REQUIREMENT
MEETS	(1) The site shall be developed so that all elements shall be harmoniously and efficiently organized in
	relation to the size, shape, type and topography of the site and surrounding property.
	course is designed to be harmonious with the existing vegetation and layout and generally meets this
requirement. No new st	ructures or parking are proposed.
MEETS	(2) The site shall be developed so as not to impede the normal and orderly development, improvement, and use of surrounding property for uses permitted in this chapter.
The proposed disc golf of	course is located such that it will not impact the use of surrounding property.
	(3) All buildings or groups of buildings shall be arranged to permit emergency vehicle access by some
MEETS	practical means to all sites.
Emergency vehicles hav	e access into the site from South Street on the south side of the property.
MEETS	(4) Every structure or dwelling unit shall have direct access to a public street or indirect access to a
IVILLIS	public street via an approved dedicated private street.
The building has direct a	access from South Street.
	(5) Appropriate measures shall be taken to ensure that the addition or removal of surface waters will
MEETS	not adversely affect neighboring properties, that controls are in place to minimize sedimentation and
	erosion, and that topographic alterations are minimized to accommodate storm water management.
No changes are propose	ed to the site that are affected by this criteria.
MEETS	(6) Provisions shall be made for the construction of storm sewer facilities including grading, gutters,
	piping, on-site storage, and treatment of turf as required to handle stormwater and prevent erosion.
The site is currently serv	ved adequately by public water, sewer, and storm sewer utilities.
MEETS	(7) Secondary containment for above ground areas where hazardous substances are stored or used
Chaff is man assume of as	shall be provided as required by the city fire chief.
	ny hazardous substances that require secondary containment as required by this section or <u>Ch. 26 Fire</u>
<u>Prevention and Protecti</u>	(8) Exterior lighting shall be designed and located so that the source of illumination is directed away
MEETS	from adjacent properties, the intensity of lighting is the minimum necessary, and the direction of lighting
IVILLIS	is downward as much as is possible and appropriate for the project.
No additional lighting is	s proposed at this time. Any lighting that is to be added in the future must demonstrate compliance with
Section 94-177(e).	proposed at this time. 7 my nghang that is to be added in the fatare must demonstrate compliance with
	(9) All loading and unloading areas, outside storage areas, and refuse receptacles shall be screened
MEETS	from casual view from the public rights-of-way and adjoining land uses.
No changes are propose	ed to the site that are affected by this criteria.
	(10) Site plans shall meet the driveway, traffic safety, and parking standards of the city in such manner
	as necessary to address the following:
MEETS	a. Safe and efficient vehicular and non-vehicular circulation, including parking areas, non-motorized
IVILLIS	linkages to abutting parcels, uses, sidewalks, and trails.
	b. Shared driveways and service drives.
	c. Adequate and properly located utilities.
	king which is sufficient to meet both the principal use and the recreational use as they will not significantly
	ends that the applicant review the <u>Americans with Disabilities Act</u> to determine if the course will meet
Federal ADA requireme	
MEETS	(11) Provisions shall be made for proposed common areas and public features to be reasonably
T 1: 10 10	maintained.
The disc golf course and	parking area will be open to the public during daylight hours and maintained by All Saints Lutheran Church.
	(12) The site plan submittal shall demonstrate compliance with all applicable requirements of this
SEE BELOW	chapter, chapters 58 and 74, the building code, and county, state, and federal law.
The applicant will be res	sponsible for obtaining any necessary permits from other agencies.
MEETS	<u>Sec. 94-292</u> and <u>Table 100-5</u> Parking
	igious services is limited to a few hours on Sunday morning and calls for 42 required spaces.
1	ne six-hole golf course requires 24 spaces.
-	

There are currently 51 spaces available including four marked as handicap spaces. This exceeds the requirement for either use. Therefore staff recommends the waiver to allow 51 spaces based upon the fact that the number exceeds the individual requirement for each of the uses which are not anticipated to coincide with the principal use as a church on Sunday morning.

WAIVER: Per Sec. 94-292(f)(1) Staff proposes that the requirement for spaces be adjusted to 51.

MEETS WITH CONDITION AND WAIVER Sec. 94-241 Landscape, screening and buffer requirements

Table 100-4 Landscape Buffer Matrix requires the following buffers:

- Northern property line (AG-RS-3): NONE, however, the applicant is willing to add evergreen trees to provide screening for the neighbors.
- Eastern property line (AG-RM): Requires the following per Section 94-241(f)(1)b. Buffer B
 - Minimum width of ten feet.
 - The buffer zone shall contain one tree for each 30 linear feet of buffer zone length or fraction thereof. At least one-half of the total number of trees required within the buffer zone shall be canopy trees.
 - If berming is used for all or part of the buffer zone screen, the berm shall contain a minimum of one shrub for each ten linear feet of berm length, or fraction thereof. All required plant material shall be placed on the top and exterior side slope of the berm.
 - o If a screen wall or fence is used for all or part of the buffer zone screen, a minimum of one shrub for each ten linear feet of wall or fence, or fraction thereof, shall be placed on the exterior side of the wall or fence.
 - o If plant material is used for all or part of the required buffer zone screen, the screen shall consist of a minimum of four shrubs for each 20 linear feet of screen length or fraction thereof.
 - o All areas outside of the planting beds shall be covered with grass or other living ground cover.
- Southern property line (AG Road/RS-3): NONE
- Western property line (AG-Highway/RS-3): None, there is existing vegetation along this side of the property.

<u>Section 94-241e(6)</u> provides the Planning Commission with the ability to waive or modify the landscaping requirements based upon the specific characteristics of the site. Staff recommends the following:

CONDITION: Install the required Buffer B per Section 94-241(f)(1)b along both the northern and eastern property lines.

WAIVER: Required landscaping upgrades in the parking area as required in Sec 94-241 beyond what currently exists.

CITY OF MASON PLANNING COMMISSION RESOLUTION NO. 2023-05

A RESOLUTION GRANTING APPROVAL OF A SPECIAL USE PERMIT AND CONCURRENT APPROVAL OF A PRELIMINARY AND FINAL SITE PLAN TO ALL SAINTS LUTHERAN CHURCH FOR THE CREATION OF A PRIVATE RECREATION FACILITY CONSISTING OF A SIX-HOLE DISC GOLF COURSE ON PROPERTY LOCATED AT 720 W. SOUTH STREET, MASON, MI, PARCEL NUMBER 33-19-10-08-177-012. THE PARCEL IS ZONED AG: SINGLE FAMILY AGRICULTURAL DISTRICT.

May 9, 2023

WHEREAS, a request has been received from All Saints Lutheran Church for a Special Use Permit and concurrent Preliminary and Final site plan approval for the creation of a private recreation facility consisting of a six-hole disc golf course; and,

WHEREAS, the subject property is located at 720 W. South Street, Mason, MI, parcel number 33-19-10-08-177-012; and,

WHEREAS, the proposal is described on application materials provided on April 12, 2023; and,

WHEREAS, the parcel is zoned AG: Single Family Agricultural District; and

WHEREAS, Section 94-122(d)(8) states that a Special Use Permit is required for private recreation facilities; and,

WHEREAS, Section 94-222(4) states that any use permitted by a Special Use Permit requires site plan review; and

WHEREAS, per Section 94-225, the zoning official has determined joint preliminary and final site plan review will promote the general welfare of the city; and

WHEREAS, a public hearing on the request was noticed and held at the Planning Commission's regular meeting on May 9, 2023 with testimony given and public comment solicited in accordance with Section 94-101 of the Mason Code; and

WHEREAS, the Planning Commission has received, reviewed, and accepts the Staff Agenda Report with project analysis dated May 5, 2023, as findings of fact that, with the condition and waiver listed herein, the proposed use will comply with the Special Use Permit Requirements in Section 94-191(f), Preliminary and Final Site Plan Review Standards listed in Section 94-227.

NOW THEREFORE BE IT RESOLVED, that the City of Mason Planning Commission does hereby grant approval of a Special Use Permit and concurrent Preliminary and Final site plan approval to All Saints Lutheran Church for the creation of a private recreation facility consisting of a six-hole disc golf course on property located at 720 W. South Street, Mason, MI, parcel number 33-19-10-08-177-012 with the following conditions and waivers:

- 1. The number of required parking spaces will be 51.
- 2. The requirements of Section 94-241(f)(1)b. Buffer B along the northern and eastern property lines.
- 3. Required landscaping in the parking area as required in Sec 94-241 beyond what currently exists is waived.

The foregoing Resolution v	was moved for adoption by Planning Commissioner	and seconded by Planning
Commissioner	and declared adopted by the following vote:	
Yes ()		
No ()		

Absent ()	
RESOLUTION DECLARED XXXXXX	
STATE OF MICHIGAN)	
:ss. COUNTY OF INGHAM)	
certify that the foregoing is a true and complete copy of a	re City of Mason, County of Ingham, State of Michigan, do hereby a resolutions adopted by the Planning Commission of the City of May 9, 2023, pursuant to the Michigan Open Meetings Act, the nutes.
IN WITNESS WHEREOF, I have hereunto set my official sig	nature, this day of 2023.
	Sarah J. Jarvis, City Clerk
	City of Mason, Ingham County, Michigan



RECEIVED

APR 12 2023

PERMIT APPLICATION CITY OF MASON CITY OF MAS

ZONING

Applicant- Please check one of the following:	DEPARTMENT USE ONLY
Preliminary Site Plan Review	Application Received:
Final Site Plan Review	
Special Use Permit*	Tax ID:
Administrative Review	Fee:
ncludes Preliminary Site Plan Review	Receipt #:
Applicant Information:	
Name: Cynthia Vlasic	
Organization: All Saints Lutheran Church - Mason	
Address: 720 W. South St	
Telephone Number: <u>517-648-3637</u>	Facsimile Number:
Interest in Property (owner, tenant, option, etc.): Ch	
Note: If applicant is anyone other than owner, requ	est must be accompanied by a signed letter of authorization
from the owner.	
Property Information:	
	Telephone Number: 517-676-2610
Property Address: 720 W. South St	relephone Number
	me: Lot Number:
	heet):
APPLICAN	IT CERTIFICATION
By execution of this application, the person signing rep	presents that the information provided and the accompanying
,	ue and accurate. In addition, the person signing represents that
	entry to City officials for the purpose of inspecting the premises
	ns and conditions of any Special Use Permit and/or Site Plan
approval issued as a result of this application.	Date: 04/03/2023
Signature: Cymbrae Cosec	Date: 01/00/2020
1	
	reet; Mason, MI 48854-0370 55: Website: www.mason.mi.us

Requested Description:

Written Description: Please use this section to descri	be the use or uses proposed. Attach additional pages, if
necessary. 6 Hole Disc Golf Course	
Available Services	
Public Water Yes No	Paved Road (Asphalt or Concrete) Yes No
Public Sanitary Sewer Yes No	Public Storm Sewer Yes No
Estimate the Following	
Traffic Generated 24 cars	Total Employees 0
Population Increase	Employees in Peak Shift
House of Operation 10 AM to 10 PM	Total Bldg. Area Proposed 6 acres
Monday Day through Sunday day	Parking Spaces Provided 45
Project Phasing	
This project will be completed in: • One Phase	□ Multiple Phases – Total No. of Phases:

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.

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

- Completed application form
- 2 copies of full scale site plan drawings
- Plans submitted on CD or PDF (email is acceptable)
- 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):

Administrative Reviews	\$70.00
Preliminary Site Plan Reviews	\$200.00
Final Site Plan Review	\$100.00
Special Use Permits (includes preliminary site plan review)	\$275.00

201 West Ash Street; Mason, MI 48854-0370
Office: 517.676.9155; Website: www.mason.mi.us



Engineering Review

\$220.00*

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

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).

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.

Resources: More questions? Please contact our Customer Service Desk at 517.676.9155.

Revised 7.2.2018 (Community Development)



O W SOUTH MASON, N		ess)		
el Number: 33-19-10-08-177-012		ALL CAINTELLITE	DEDAN CHURCH	
		ty Owner: ALL SAINTS LUTH	IEKAN CHUKCH	
		ry Information sed Value: \$0 Taxable Value: \$0	> Property Tax information	n found
ftem 1 of 2 2 Images /	0 Sketches		ng minerhity an inn allower est en granet dengan i vetspfallen een bevert en voorskingen hij kommen van een ee	n stading 2 State (All Principles y y nother brash and enclosed many and cable day graphs, y lawy, as
Access additional r	ecord information for a	small convenience fee. *	manufacture of \$150 and interference and arrange on the annual by the little parties about a third partie.	ent en comet de la transportant part est est est est est est product par la productiva de la cometa de la come
> Additional areas o	of information include: Deling	uent Tax Information		Show Purchase Options
afelitional record information is free f	or all homeowners, click the 'Show I	Purchase Options' button for more informat	Son	
The state of the s		and the second	entre in agree a green to engineer a trace of the planting on the development appears to the object of	8
mportant Messag The information presente		ose of the 2022 March Board of Ri	eview and the 2022 Assessment and	d Specific Tax Rolls.
Township or City name in	the search box and click or	the Search tab. This will redirect	nalities drop-down box above. You i you to the local unit. Once the loca s, it is recommended that you conta	Il unit window opens you
Local unit email and telep	phone numbers are available	e at: https://docs.ingham.org/Dep	partment/Equalization/Twp-City%20	DDirectory%20List22.pdf
Owner and Taxpayer Info	rmation	ET ME DE TOUR SETTE OF MET TOUR ET TOUR ET ON MET TOUR SETTE SET TOUR SET OF TOUR SET		
Owner	ALL SAINTS LUTHERAN CHURCH ATTN: TREASURER 720 W SOUTH MASON, MI 48854	Тахрауег	SEE OWNER INFORMATION	¥*.
and Information	MAJON, MI 40034			RECEIV
Coning Code	AG \$132,300	Total Acres	6.230 \$0	APR 12 2003
Renaissance Zone	No	Renaissance Zone Expiration Date		CITY OF MUCON
ECF Neighborhood .ot Dimensions/Comments	701 EXEMPT PROPERTIES No Data to Display	Mortgage Code Neighborhood Enterprise Zone	No Data to Display No	PLANNING L.
Lot(s)		Frontage		Depth
No lots found.				
		Total Frontage: 0.00 ft		Average Depth: 0.00 ft
egal Description				
BEG AT A PT ON EW 1/4 LN 62 US-127 R/W , SEC 8 T2N R1W			7 R/W, SELY ALG R/W TO EW 1/4 LN, E	350 FT TO POB EXC ALL
ale History				
i	le Price Instrument G	rantor Grantee	Terms of Sale	Liber/Page

Terms of Sale

Liber/Page

No sales history found.

To: Mason City Planning Commission City of Mason MI 201 W. Ash Street Mason MI 48854

To Whom It May Concern,

I, Anthony Sinnaeve, hereby authorize Cynthia Vlasic to act as a representative on my behalf for the following scope of work:

Sign all documents required to apply for a Special Use Permit for a 6 Hole Disc Golf Course to be located on All Saints Lutheran Church property at 720 W. South Street, Mason MI.

This authorization is effective from March 21, 2023, until September 30, 2023. If the period is extended, you will be informed by a signed letter separately.

If in any case there would be any questions or concerns regarding this authorization or would there be any clarification that requires my personal attention, please feel free to contact me via my cell phone at 571-525-6091 by email at anthonysinnaeve@yahoo.com.

Thank you in advance for your cooperation.

Signed <u>Anthur JS mm</u> Date <u>3/21/23</u>

Anthony Sinnaeve

All Saints Lutheran Church Council President

RECEIVED

APR 12 2023

CITY OF MASON PLANNING DEPT.

ALL SAINTS LUTHERAN CHURCH BOARD OF DIRECTORS AKA CHURCH COUNCIL

Gerald Ferguson - Church Pastor

Anthony Sinnaeve - Council President

Jeanne Emens – Vice president

Allison Furton – Secretary

Ronald Enger - Treasurer

Cherie Mitchell - Council member

Peter Vlasic – Council member

Coe Emens – Council member

RECEIVED

APR 12 2023

CITY OF MASON PLANNING DEPT.

720 W. South Street • Mason, MI 48854 • 517-676-2610 • www.allsaintsmason.org

God's Word Put Into Action!

- Construction schedule for 6 Hole Golf Course at All Saints
 Lutheran Church
 - ✓ April 2023 and June 2023— Clear Fairways and Greens of brush and trees
 - ✓ June 2023 and July 2023 Install baskets, benches, and landscaping.
 - ✓ August 2023 Install signage and more landscaping.
 - ✓ September 2023 Project competition and Grand Opening Celebration
- Construction calculations for utilities
 - ✓ No impact on Utilities anticipated however, we will call Miss Dig 14 days before we start construction to have all utilities marked

RECEIVED

APR 12 2023

CITY OF MASON

Invoice For PlanRevi PSUPE PACKET 18

Print Date: 04/12/2023

201 WEST ASH MASON, MI 48854 5176769155 5176761330

ALL SAINTS LUTHERAN CHURCH 720 W SOUTH MASON MI 48854 Pay by Account In Full

\$ 375.00

		Invoice No	Invoice Date	PlanReview Nu	mbe Address		Amount Due
		00005278	04/12/23	PSUP23-001	720 W SOUTH		\$ 375.00
Fee Details:	Qua	ntity	Description			Amount Cost	Balance
	1.0	00	Special Use Perr	nit		\$375.00	\$ 375.00
Total Amount	Due					\$	375.00

CITY OF MASON P.O. BOX 370 201 W. ASH ST. MASON MI 48854-370 Phone : (517) 676-9155

WWW.MASON.MI.US

Received From: ALL SAINTS LUTHERAN CHURCH 720 W SOUTH MASON MI 48854

Date: 04/12/2023

Receipt: 100310214

Cashier: PR

SPECIAL USE PERMIT DISC GOLF COURSE

TTEM REFERENCE AMOUNT

PMT PERMIT

00005278

101-253.00-490.001 \$375.00

TOTAL \$375.00

CHECK 5385 \$375.00

Total Tendered: \$375.00

Change: \$0.00

Time: 12:41:00 PM

PAID

APR 12 2023

CITY OF MASON

RECEIVED

APR 12 2023

⁹ All course holes are angled to help prevent discs flying onto private property around the course. The mature trees around on Exthe side bordering M127 will prevent disc's from flying onto the Freeway. We will be planting evergreen trees along our North border to block discs from flying into our neighbors' yards and protect their privacy. All course holes are angled to help prevent discs flying onto private property around the course. The mature trees around on



of Parking lot spaces – 45 parking spaces/4-are Handicap spaces

APR 12 2023

CITY OF MASON PLANNING DEPT.

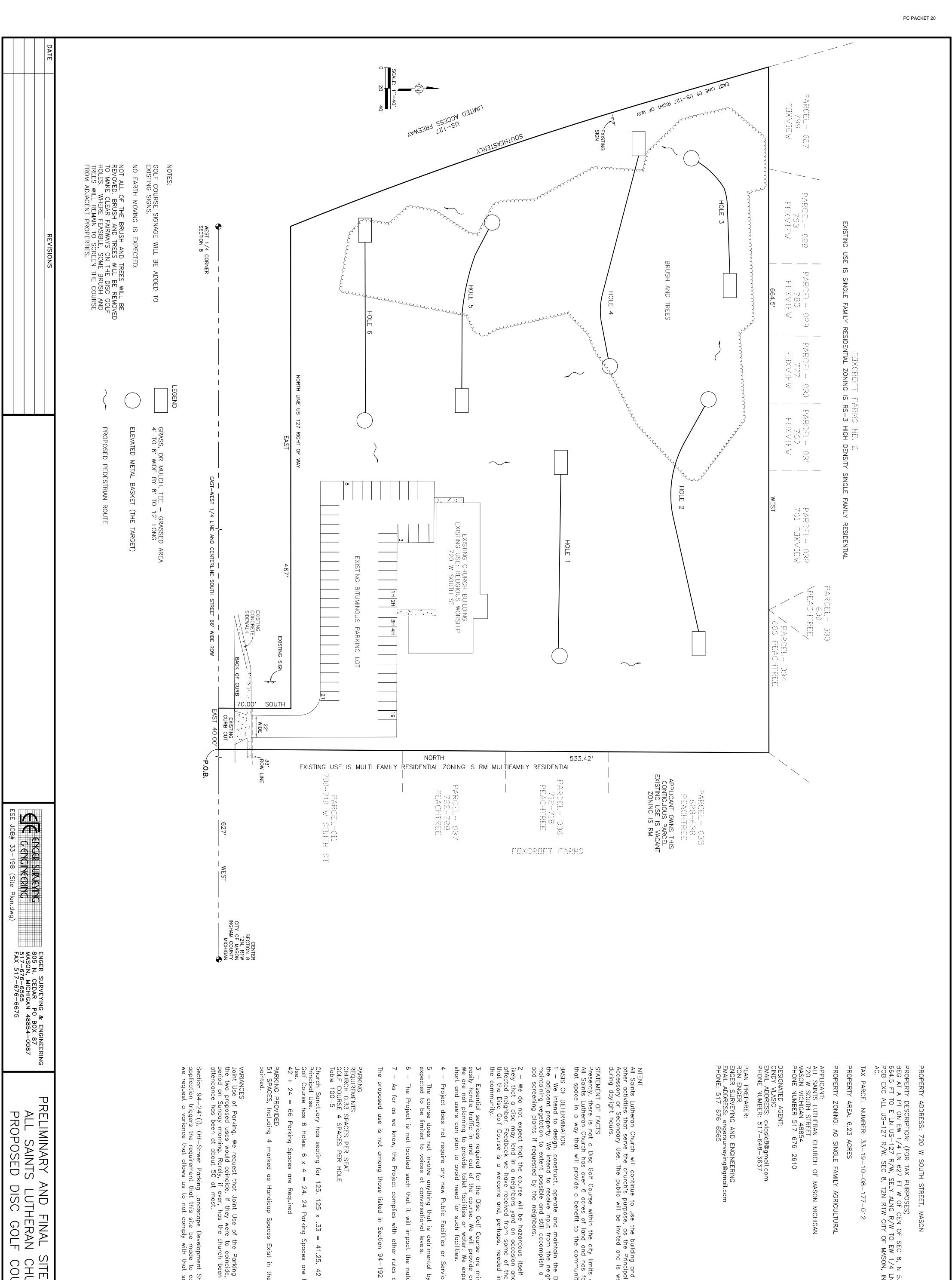
Golf Course Signage will be added to existing signs.

Target Location

Tee Area

LEGEND:

Desired flight line — Hole #



PROPERTY DESCRIPTION: (FOR TAX PURPOSES)
BEG AT A PT ON EW 1/4 LN 627 FT W OF CEN OF SEC 8, N 533.42 FT, W
664.5 FT TO E LN US-127 R/W, SELY ALNG R/W TO EW 1/4 LN, E 350 FT TO
POB EXC ALL US-127 R/W. SEC 8, T2N R1W CITY OF MASON, INGHAM CO. 6.23 PROPERTY ADDRESS: 720 W SOUTH STREET, MASON

TAX PARCEL NUMBER: 33-19-10-08-177-012

PROPERTY AREA: 6.23 ACRES PROPERTY ZONING: AG SINGLE FAMILY AGRICULTURAL

APPLICANT:
ALL SAINTS LUTHERAN CHURCH OF MASON MICHIGAN 720 W SOUTH STREET
MASON MICHIGAN 48854
PHONE NUMBER 517-676-2610

DESIGNATED AGENT: CINDY VLASIC ADDRESS: cvlasic8@gmail.com NUMBER: 517—648—3637

PLAN PREPARER:
RON ENGER
ENGER SURVEYING AND ENGINEERING
EMAIL ADDRESS: engersurveying@gmail.com
PHONE: 517-676-6565

INTENT All Saints Lutheran Church will continue to use the building and property for religious services and other activities that serve the church's purpose, as the Principal Use. The Disc Golf Course is an Accessory or Secondary Use. The public will be invited and is welcome to use the Disc Golf Course, during daylight hours.

STATEMENT OF FACTS
Presently, there is not a Disc Golf Course within the city limits of Mason.
All Saints Lutheran Church has over 6 acres of land and has for years been looking for that space in a way that will provide a benefit to the community. a way to use

BASIS OF DETERMINATION

1 — We intend to design, construct, operate and maintain the Disc Golf Course to be harmonious we the adjacent property. We intend to receive input from the neighbors on north side with respect to maintaining vegetation to extent possible and still accomplish a functioning course. We are willing to add screening plants if requested by the neighbors. with

2 — We do not expect that the course will be hazardous itself or create hazards for the vicinity. It is likely that a disc may land in a neighbors yard on occasion and that might be disturbing to the affected neighbor. Feedback we have received from some of the neighbors and from the community is that the Disc Golf Course is a welcome and, perhaps, needed improvement to the neighborhood and the community.

3 — Essential services required for the Disc Golf Course are minimal. Existing streets and sidewalks will easily handle traffic in and out of the course. We will provide adequate contain for disposal of refuse. We are not planning to provide toilet facilities or water. We expect that visits to the course will be short and users can plan to avoid need for such facilities.

4 — Project does not require any new Public Facilities or Services.

5 — The course does not involve anything that is detrimental by fumes, glare or odors. expected to be limited to voices at conversational levels.

 $7\,$ — As far as we know, the Project complies with other rules and regulations. — The Project is not located such that it will impact the natural resources of the City.

PARKING
REQUIREMENTS
CHURCH 0.33 SPACES PER SEAT
GOLF COURSE 4 SPACES PER HOLE
Table 100-5

Church Sanctuary has seating for 125. 125 \times .33 = 41.25. 42 Parking Spaces are Required for the Principal Use. Golf Course has 6 Holes. 6 \times 4 = 24. 24 Parking Spaces are Required for the Accessory or Second Use. + 24 = 66 Parking Spaces are Required

PARKING PROVIDED 51 SPACES, Including 4 marked as Handicap Spaces Exist in the Parking Lot, as the lines are presently

VARIANCES Joint Use of Parking. We request that Joint Use of the Parking Facility be granted. It is unlikely that the two proposed uses would coincide. If they were to coincide, it would be during a 2 to 3 hour period on Sunday morning. Rarely, if ever, has the church been full on a Sunday morning. Recent attendance has been at about 50 at most.

Section 94—241(i), Off—Street Parking Landscape Development Standards. In the event that application triggers the requirement that this site be made to comply with the standards in we request a variance that allows us to not comply with that section. t this in 94—241(I),

DRAWING DATE: APRIL

2023

PRELIMINARY PROPOSED SAINTS AND FINAL DISC LUTHERAN GOLF SITE PLAN CHURCH COURSE

40,

HORZ SCALE: 유 _; ||



Staff Agenda Report: May 9, 2023 Planning Commission

Resolution 2023-06 BAD Brewing Company LLC for approval of a Final Site Plan

amended to reduce the footprint of the proposed bathroom to a 35 s.f. single stall ADA accessible structure, to incorporate the server station attached to the building and to

AGENDA ITEM:

accessible structure, to incorporate the server station attached to the building and to modify the conditions of the previously approved site plan by removing the curb and

sidewalk requirement and allow for the installation of bollards at both ends of the alley

instead on property located at 440 S. Jefferson St., parcel 33-19-10-08-240-015.

RECOMMENDED ACTION: Motion to approve Resolution 2023-06 for approval of a Final Site Plan

PROJECT ADDRESS: 440 S. Jefferson

APPLICANT: Brian Rasdale, for Bad Brewing Company LLC

OWNER: Rasdale Investments, LLC

Authority

<u>Section 24-225(a)</u> All uses of land and structures which are subject to the requirements of this article shall
receive preliminary site plan review and approval prior to the submission of a final site plan unless the zoning
official determines that concurrent preliminary and final site plan review and approval will promote the
general welfare of the city.

 <u>Section 94-226 (e)</u>: The planning commission shall have the authority to approve, approve with conditions, or deny an application for final site plan review and approval. Final site plan review shall follow the procedures for preliminary site plan review in subsection <u>94-225</u> and shall be reviewed in accordance with the standards in section <u>94-227</u>.

Public Notice: None required. In accordance with Sec. 94-225(f) and 94-394(d), agencies were notified and provided comments listed in the Project Analysis.

Relation to Other Actions: None.

Submittal Criteria: The applicant paid a fee of \$100, and together with the documents listed above, the application appears to satisfy the submittal requirements of <u>Sec. 94-226(c)</u>.

Review Criteria: The applicant has submitted a Site Plan that, with the requested conditions, appears to meet the requirements for approval of a Final Site Plan.

ATTACHMENTS:

- Project Analysis with Review Criteria
- Resolution 2023-06
- Permit Application, received April 12, 2023 which includes narrative, site plan sketch and images of the proposed bathroom.

Description of Current and Planned Use of Property:

The brewery first opened in 2005. Expansions occurred in 2015 (adjacent building #448), followed by outdoor seating in the rear yard. On September 20, 2021, City Council approved Resolution 2021-27 which vacated a portion of the alley between 440 S. Jefferson (Bad Brew) and 412 S. Jefferson (Kean's). The Planning Commission approved Resolution 2021-06 on October 12, 2021 for the expansion of a microbrewery business to include additional outdoor seating and a new 440 s.f. accessory structure containing a kitchen and two bathrooms in the alley with the condition that the applicant would install a curb and replace the entrance of the alley on Jefferson Street with sidewalk.

The applicant applied for a building permit to place the kitchen first and intended to apply for a second building permit to place the bathrooms. At that time, staff determined that the timeframe for installation of the curb and sidewalk could be associated with the bathroom permit which would be consistent with the Planning Commission's site plan approval. Due to delays and financial hardship as stated in the applicant's narrative, they are now seeking an amendment to the site plan that would reduce the footprint of the proposed bathroom to a 35 s.f. single stall ADA accessible bathroom, to incorporate the server station attached to the building and to modify the conditions of the previously approved site plan by removing the curb and sidewalk requirement and allow for the installation of bollards at both ends of the alley instead.

The Planning Commission previously approved the outdoor seating with agreement by the applicant to install the curb and sidewalk as a safety measure to protect diners in the alley and improve non-motorized connections, as the area was intended to be permanently used for outdoor seating. The applicant installed concrete barriers as a temporary measure until the installation was complete.

Staff recommends that if the Planning Commission approves the request, they add a provision that requires the bollards to be placed on private property and considers the use of the alley for outdoor seating until the approved traffic safety measures are in place. Staff has provided language and options for conditions at the end of the draft resolution.

Property/Building Size: Proposed 35 s.f. single stall ADA accessible bathroom; and the server station attached to the building, and to eliminate previous condition to install curb and sidewalk and instead place bollards at alley entrances.

Current Zoning District: The parcel is located in the C-1: Central business district.

Master Plan: The request also addresses the following goals:

2-6: Provide opportunities for new commercial development in a manner that recognizes the overall small-town
character of the community and existing dominant land use patterns, strengthens the economic stability of the City,
and addresses the consumer needs of both local and regional populations. Objectives in this section also have specific
reference to encouragement of commercial development in the downtown area.

Surrounding Zoning and Land Uses: The site is located and fronts on South Jefferson Street, a local public roadway to the east, and a public alley way to the west.

	Current Land Use	Zoning	Future Land Use
North	Alley	C-1 (Central Business District)	Commercial
East	Public right of way – Jefferson Street	C-1 (Central Business District)	Commercial
South	Private parking lot	01	Commercial
West	Office	01	Commercial

REVIEW CRITERIA:

Per <u>Sec. 94-224</u>, the planning commission may approve, approve with conditions, or deny any site plan when referred and reviewed in accordance with the standards for site plan review and approval as listed in <u>Sec. 94-227</u> of the Zoning Ordinance. Based upon staff's review, the application appears to meet the standards for approval as noted below.

STATUS/NOTE	REQUIREMENT					
	(1) The site shall be developed so that all elements shall be harmoniously and efficiently					
MEETS	organized in relation to the size, shape, type and topography of the site and surrounding					
	property.					
The placement of the bathroom will be in the same location as previously approved, but with a reduced footprint.						
MEETS	(2) The site shall be developed so as not to impede the normal and orderly development,					
improvement, and use of surrounding property for uses permitted in this chapter.						
•	ne bathroom does not appear to affect surrounding properties in the manner described in this					
	same location as previously approved. It will be entirely within the property boundaries owned					
by the applicant.	(2) All buildings or groups of buildings shall be arranged to permit emergency vehicle access					
MEETS	(3) All buildings or groups of buildings shall be arranged to permit emergency vehicle access by some practical means to all sites.					
Emergency vehicles	have access to the site from S. Jefferson Street and from the public parking lot/alley to the west.					
Lineigency venicies	(4) Every structure or dwelling unit shall have direct access to a public street or indirect					
MEETS	access to a public street via an approved dedicated private street.					
The site has direct a	ccess to both a public street and a public alley.					
2 2 2 112 3 230 4	(5) Appropriate measures shall be taken to ensure that the addition or removal of surface					
NAFETC	waters will not adversely affect neighboring properties, that controls are in place to minimize					
MEETS	sedimentation and erosion, and that topographic alterations are minimized to accommodate					
	storm water management.					
Storm water improv	rements were completed in accordance with the previously approved site plan.					
	(6) Provisions shall be made for the construction of storm sewer facilities including grading,					
MEETS	gutters, piping, on-site storage, and treatment of turf as required to handle stormwater and					
	prevent erosion.					
Same as previous.						
MEETS	(7) Secondary containment for above ground areas where hazardous substances are stored					
Staff is not aware of	or used shall be provided as required by the city fire chief.					
26 Fire Prevention a	any hazardous substances that require secondary containment as required by this section or <u>Ch.</u>					
2011ICTTCVCITION a	(8) Exterior lighting shall be designed and located so that the source of illumination is					
MEETS	directed away from adjacent properties, the intensity of lighting is the minimum necessary, and					
	the direction of lighting is downward as much as is possible and appropriate for the project.					
No new exterior ligh	iting is proposed. Any lighting installed in the future will be required to meet Sec. 94-177(e).					
MEETS	(9) All loading and unloading areas, outside storage areas, and refuse receptacles shall be					
IVIEETS	screened from casual view from the public rights-of-way and adjoining land uses.					
	he site has direct access to the public alley to the west. In addition, on September 20 2021, City					
	raffic Control Order 21-02 to add a Loading and Unloading area on S. Jefferson St. There are no					
	s on the applicant's site. The applicant has an agreement for the use of dumpsters located on					
property not owned by the applicant. If that agreement were to end, the applicant would be required to provide						
their own refuse rec	reptacle meeting the appropriate screening criteria.					
	(10) Site plans shall meet the driveway, traffic safety, and parking standards of the city in such manner as necessary to address the following:					
MEETS WITH	a. Safe and efficient vehicular and non-vehicular circulation, including parking areas, non-					
CONDITION	motorized linkages to abutting parcels, uses, sidewalks, and trails.					
33.1311131	b. Shared driveways and service drives.					
	c. Adequate and properly located utilities.					
The Planning Comm	ission approved Resolution 2021-06 on October 12, 2021 with the following condition:					
	· · · · · · · · · · · · · · · · · · ·					

1. The applicant will install a curb and replace the entrance of the alley on Jefferson Street with sidewalk.

Further, the Police supported the closure and recommended an additional barrier be placed on the alley side of the outdoor seating. The applicant is requesting the condition above be amended as explained in the application. Due to hardships explained in the narrative, they are requesting the requirement to install a curb and replace the entrance of the alley on Jefferson Street with sidewalk be removed. Instead, they propose leaving the curb and alley entrance as it currently is and placing bollards at each end of the alley.

Staff maintains the original recommendation to install a curb and sidewalk, which is consistent with our goal of connecting sidewalks in non-motorized areas.

MEETS (11) Provisions shall be made for proposed common areas and public features to be reasonably maintained.

The bollards placed in the City right of way along Jefferson St. by the applicant will be maintained in the future by the City.

MEETS (12) The site plan submittal shall demonstrate compliance with all applicable requirements of this chapter, chapters 58 and 74, the building code, and county, state, and federal law.

Staff observed that the exterior brick and paint on the existing building are in need of repair and maintenance subject to the requirements of Chapter 31 – Historic Preservation Sec. 31-5(h) and Chapter 6 – Building and Building Regulations Sec. 6-142.

The proposed bathroom will require approval by the Historic District Commission prior to installation. The enclosed server station attached to the building will also be subject to Historic District Commission approval.

MEETS Chapter 94 – Zoning and Chapter 100 – Dimensional Requirements

The plan appears to the meet the building height, setbacks and lot coverage site development standards listed in <u>Section 94-121(c)</u> and <u>Tables 100-1 and 100-2</u> as noted on the plan sheets.

MEETS Sec. 94-241 Landscape, screening and buffer requirements

Landscaping is not required in C-1; no buffer required between C-1 and O-1 per Table 100-4.

MEETS Chapter 58 - Signs

No new or expanded freestanding sign is proposed. Any proposed signage will require a separate building permit subject to the requirements of <u>Chapter 58</u> of the Zoning Ordinance, including Division 2 of said chapter.

COMMENTS FROM AGENCIES				
DPW	No new comments/concerns.			
POLICE	No new comments/concerns			
FIRE	No new comments/concerns			

CITY OF MASON PLANNING COMMISSION RESOLUTION NO. 2023-06

A RESOLUTION GRANTING APPROVAL OF A FINAL SITE PLAN AMENDED TO REDUCE THE FOOTPRINT OF THE PROPOSED BATHROOM TO A 35 S.F. SINGLE STALL ADA ACCESSIBLE STRUCTURE, AND TO ADD A SERVER STATION ATTACHED TO THE BUILDING ON PROPERTY LOCATED AT 440 S. JEFFERSON,

PARCEL 33-19-10-08-240-240-015.

May 9, 2023

WHEREAS, a request has been received from Brian Rasdale of Bad Brewing Company LLC for approval of a final site plan amended to reduce the footprint of the proposed bathroom to a 35 s.f. single stall ADA accessible structure, and to add a server station attached to the building; and,

WHEREAS, the subject property is located at 440 S. Jefferson Street, parcel 33-19-10-08-240-240-015; and,

WHEREAS, the proposal is shown on materials provided on April 12, 2023; and,

WHEREAS, the parcel is zoned C-1 Central Business District; and

RESOLUTION DECLARED XXXXXX

WHEREAS, Section 94-222 states that the proposal requires site plan review; and

WHEREAS, Section 94-228 states that material changes to an approved final site plan be referred to the Planning Commission for review and approval; and

WHEREAS, per Section 94-228, the zoning official has determined that a change of the condition of the previously approved final site plan and bathroom footprint constitutes a material change; and

WHEREAS, the Planning Commission has received, reviewed and accepts the project analysis dated May 5, 2023 as findings of fact that, with the condition listed herein, the proposed use will comply with the Final Site Plan Review Standards listed in Section 94-227.

NOW THEREFORE BE IT RESOLVED, that the City of Mason Planning Commission does hereby grant approval of a final site plan to reduce the footprint of the proposed bathroom to a 35 s.f. single stall ADA accessible structure, and to add a server station attached to the building for property located at 440 S. Jefferson Street, parcels 33-19-10-08-240-240-015 with the following condition:

<SEE CONDITIONS FOR CONSIDERATION BELOW AND INSERT HERE.>

The foregoing Resolu	ution was moved for adoption by Planning Commissioner	and seconded by Planning
Commissioner	and declared adopted by the following vote:	
Yes ()		
No ()		
Absent ()		

STATE OF	MICHIGAN)
	:s

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the City of Mason, County of Ingham, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolutions adopted by the Planning Commission of the City of Mason at a regularly scheduled meeting held on Tuesday, May 9, 2023, pursuant to the Michigan Open Meetings Act, the original of which is on is file in my office as part of the minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature, this $_$	day of	2023.
Sarah J. Jarv	is, City Clerk	
City of Maso	on, Ingham County, Mich	nigan

CONDITIONS FOR CONSIDERATION:

- 1. (Original condition PC RES. 2021-06 plus additional time frame for completion) The applicant to install a curb and replace the entrance of the alley on Jefferson Street with sidewalk to clearly indicate it is not available for pass through traffic. Failure to meet this condition within one year from this approval will require the closure of the outdoor seating area until such time as the condition is met.
- 2. The applicant amendment approved with the condition that the bollards are placed at both ends of the seating area on their private property, not within the City right of way. Failure to meet this condition within one year from this approval will require the closure of the outdoor seating area until such time as the condition is met. (Removal of condition of installation of curb and sidewalk)



PERMIT APPLICATION

ZONING



Applicant– Please check one of the following:			DEPARTMENT USE ONLY				
	Preliminary Site Plan Review		Application Received:				
X	Final Site Plan Review						
	Special Use Permit*		Tax ID:				
	Administrative Review		Fee:				
* in	cludes Preliminary Site Plan Review		Receipt #:				
	Applicant Information: Name: BRIAN RASDAUF						
	Organization: BAD BREWING (D	MPAN	YLLC				
			Facsimile Number:				
	Interest in Property (owner, tenant, option, etc.): _	00	NER				
	Note: If applicant is anyone other than owner, req	quest mu	st be accompanied by a signed letter of authorization				
	from the owner.						
	Property Information:						
	Owner: BRIAN RASDALE Telephone Number: 517-819-4259						
	Property Address: 440 S. JEFFERSON		10 10 mg 910				
	Legal Description: If in a subdivision: Subdivision N	lame: 53	<u>-19-10-08-240-</u> Lot Number: 01\$				
	ii wetes and bounds (can be provided on separate	: sneet).					
			- F				
			_				
_							
	APPLICANT CERTIFICATION						
11	By execution of this application, the person signing represents that the information provided and the accompanying						
11	documentation is, to the best of his/her knowledge, true and accurate. In addition, the person signing represents that						
11	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						
11	approval issued as a result of this application.						
11	ignature:		Date: 4/3/2023				
<u></u>			<u>' '</u>				
	201 West Ash Street: Mason, MI 48854-0370						

Requested Description:

Written Description: Please use this section to describe the u	se or uses proposed. Attach additional pages, if
necessary.	
PLEASE SEE ATTACHED	
Available Coming	
Available Services	
	ved Road (Asphalt or Concrete) Yes No
Public Sanitary Sewer Yes No Pub	olic Storm Sewer Yes No
Estimate the Following	,
Traffic Generated Tot	al Employees
Population Increase Em	ployees in Peak Shift
House of OperationAM toPM Tot	al Bldg. Area Proposed
Day throughday Par	king Spaces Provided
Project Phasing	
This project will be completed in:	ciple Phases – Total No. of Phases:
Note: The phases of construction for multi-phase projects mus	
Application Materials The following are checklists of items that generally must be sub Review, Final Site Plan Review, and Special Use Permits. Application 94 of the Mason Code for a complete listing of application requited requirements of Section 94-226(d) of the Zoning Ordinance Completed application form 2 copies of full scale site plan drawings	cants should review Articles VI and VII of Chapter rements. All site plan drawings must comply with
☐ Plans submitted on CD or PDF (email is acceptable)	RECEIVED
□ Legal description	INCOLIVED
□ Proof of ownership/owner authorization	APR 12 2023
☐ Construction schedule for proposed project	CITY OF MASON
□ Construction calculations for utilities	PLANNING DEPT.
□ Fee (see below)	
☐ Any other information deemed necessary Application Fee	
All requests must be accompanied by a fee, as established by t	he City Council The fee schedule for Preliminary
Site Plan Reviews, Final Site Plan Reviews, and Special Use Perm	•
Administrative Reviews	\$70.00
Preliminary Site Plan Reviews	\$200.00
Final Site Plan Review	\$100.00
Special Use Permits (includes preliminary site plan revie	
201 West Ash Street; Mason, M	

201 West Ash Street; Mason, MI 48854-0370 Office: 517.676.9155; Website: www.mason.mi.us

Engineering Review

\$220.00*

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

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).

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.

Resources: More questions? Please contact our Customer Service Desk at 517.676.9155.

Revised 7.2.2018 (Community Development)



Dear Commissioners,

Below are changes and reasons for the proposed changes to delete the curb and sidewalk between BAD Brewing Company And Kean's Store Company and replace them with decorative lighted bollards. Also included in this proposal is a different proposed ADA bathroom to replace the Port-O-Potty as well the financial hardships occurred but to contractors and builders not completing projects as promised contractually.

ADA Accessible Direct Plumbed Bathroom

Attached to this proposal are pictures of the proposed ADA bathroom which includes all fully functioning fixtures that directly attach to the pre-run sewer pipe and water line that we installed during the kitchen site work. Also included is an updated site plan that includes the location of this restroom.

Reason For Change of Bathroom from Original Approved Plan

While working with the original manufacturer of the kitchen we were given a rough estimate for a bathroom in a container to match at around \$20,000 to \$30,000 shipped to our facility. When our kitchen arrived (after the site plan was approved) we found out that the kitchen was not built to the engineered drawings and was completely unusable and unsafe. With that being said we had to personally front all of the money to get the kitchen into a usable condition by tearing out most of the equipment and having it custom made. This took around 3 extra months and over \$50,000. As of this date we have been engaged in litigation with the manufacturer to recoup our money, time and loss of funds. As of this date there has been no offer made to settle this and we have a trial date set for Late November 2023.

On 7/26/2021 we received an estimate and entered into an agreement with Kincaid Building Group to complete all of the site work that was needed for the container (new gas/sewer/water/plumbing/concrete pad/ect) This was estimated at \$34,487. At the end of the project our total bill ended up at \$84,843.03.

Over the winter we contacted several companies that manufacture container bathrooms. This is the lowest estimate we received at \$76,370, this cost does not even include site work or unloading of the unit. That cost total would end up close to 100K.

Due to all the above hardships this is why we have requested this change from the original approved site plan.

Decorative Lighted Bollards

Attached to this proposal is the type of decorative bollards and their proposed location. These bollards would be placed at both ends of the alley between BAD Brewing Company and Kean's Store Company. The bollards will be lighted and have a solid 6' metal pipe and concrete core that is buried into the ground and stop any potential vehicular traffic.

APR 12 2023

Reasons For Request of Change From Curb and Sidewalk

During the vacation of the alley process we agreed to place curb and sidewalk, at this time no written estimate was provided but we were advised that the city would have it bid out. We were at this time expecting this cost to be in the range of 5K to 10K. On 2/13 I was emailed a proposal, but I did not personally receive it. On 3/2 a confirmation email was sent and on that day, I received it, upon further inspection of the actual numbers a few days later I saw that the "probable" cost was going to be around \$51,900. Since then, new bids came in and the lowest was around \$39,000. This is not possible with the hardships explained in the email earlier. We feel that replacing the sidewalk and curb with decorative bollards that will not only look nice but protect patrons in the alley along with adding curb appeal to downtown while continuing to bring back people from all over the state to the City of Mason.

ADA Accessibility and Safety Concerns

If we add the proposed curb and gutter, people using a wheelchair would have to go all the way to either Oak St. or Ash St. to access the sidewalk. As it is currently people can access the sidewalk at the alley.

Our main safety concern with the curb and sidewalk is vehicular accessibility. Unfortunately, in the world we live in these days this must be taken into consideration. With some of the controversial events that we have, by removing the concrete barriers that are there and just adding a curb this makes the alley not a safe place for customers as any vehicle can go over a curb. With the addition of the metal and concrete bollards this would make a vehicle entering the seating area nearly impossible. These bollards would be placed at both ends of the alley.

Sincerely,

Brian Rasdale

BAD Brewing Company LLC

RECEIVED

APR 12 2023

Kean's Store Company approves this proposal made by BAD Brewing Company LLC regarding the change in site plan. This plan change request includes the removal of the required curb and sidewalk and replacing with decorative bollards for safety of patrons using the alley.

Terra g. When

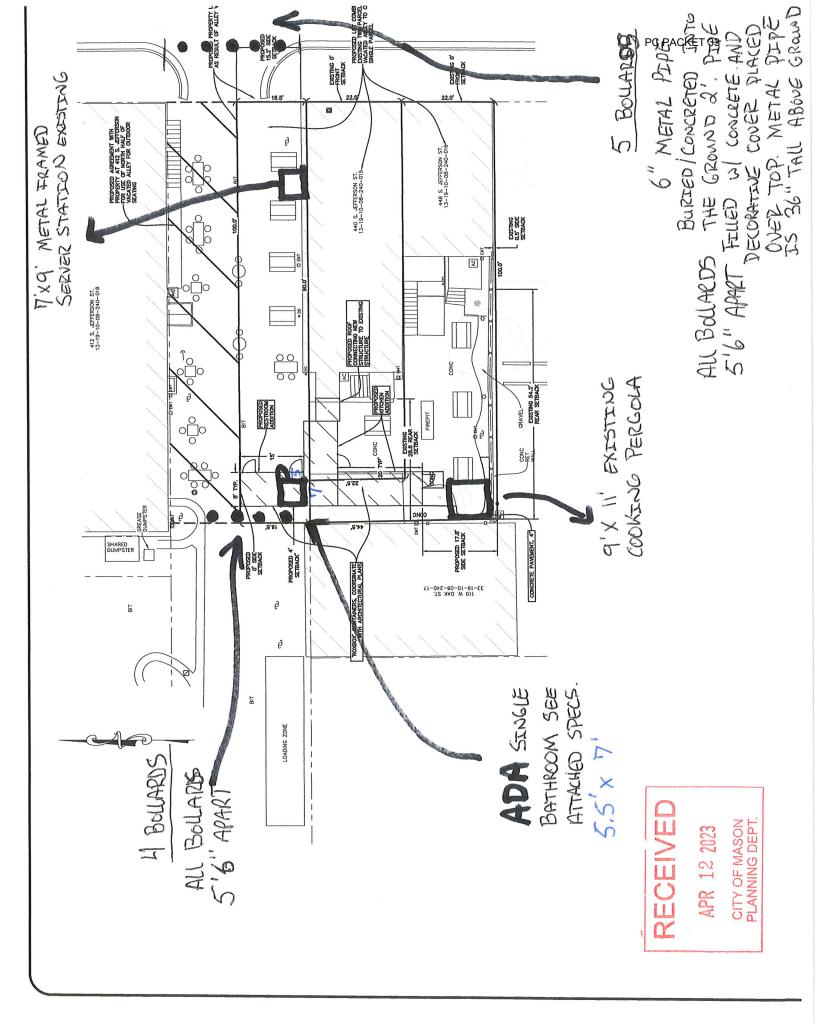
4/3/2023

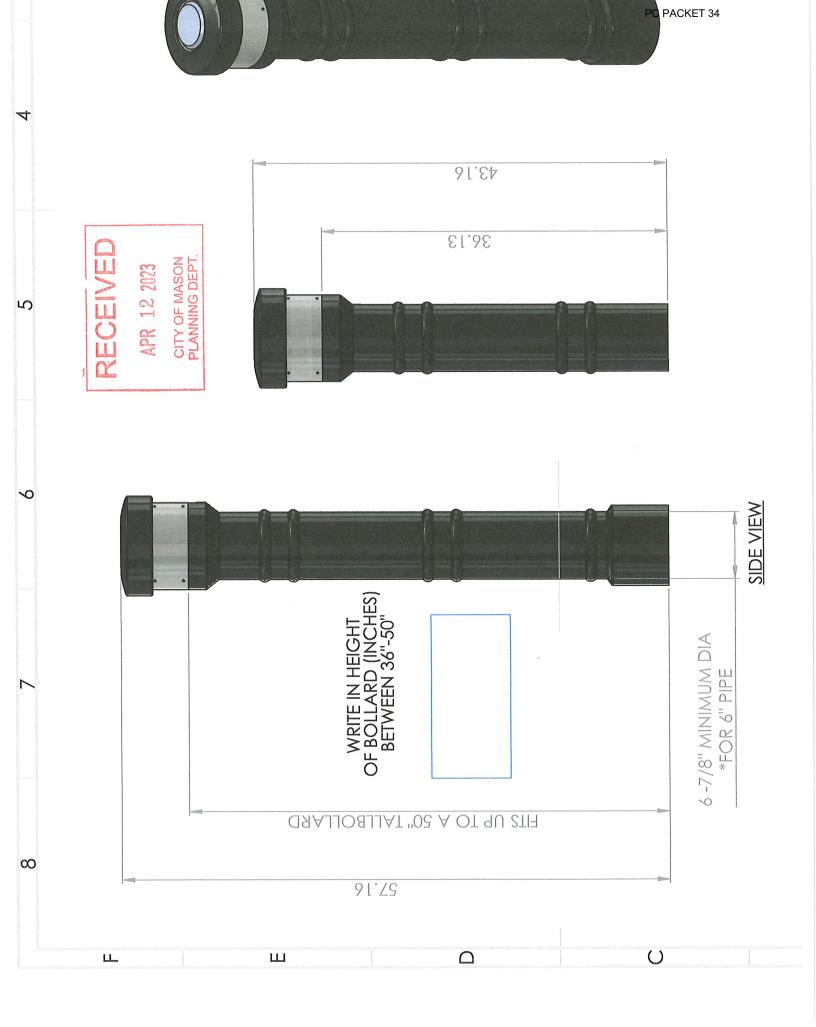
Kean's Store Company

Date

RECEIVED

APR 12 2023





PC PACKET 35

PROPOSED BATHROOM



APR 12 2023



CITY OF MASON

201 WEST ASH
MASON, MI 48854
5176769155
5176761330

Invoice For PlanRevi PSP23-001 PC PACKET 36

Print Date: 04/03/2023

Pay by Account In Full

Pay by Account In Full

\$ 100.00

LPF HOLDINGS OF MICHIGAN 795 W. DEXTER TRAIL MASON MI 48854

		Invoice No	Invoice Date	PlanReview	Numbe Address		Amount Due
		00005271	04/03/23	PSP23-001	118 W OAK		\$ 100.00
Fee Details:	Quar	ntity	Description			Amount Cost	Balance
	1.00	00 >	Final Site Plan	Review Fee		\$100.00	\$ 100.00
Total Amount D	ue					\$	100.00

CITY OF MASON P.O. BOX 370 201 W. ASH ST. MASON MI 48854-370 Phone : (517) 676-9155 WWW.MASON.MI.US

Received From: BAD BREWING COMPANY 440 S JEFFERSON ST MASON MI 48854

Date: 04/03/2023

Time: 1:43:08 PM

Receipt: 100309785 Cashier: KM

ITEM REFERENCE AMOUNT PMT PERMIT 00005270 249-371.00-490.000 \$30.00 PMT PERMIT 00005271 101-253.00-490.001 \$100,00 TOTAL \$130.00 CHECK 1190 \$130,00 Total Tendered: \$130,00 Change: \$0.00

PAID
APR 03 2023
CITY OF MASON

RECEIVED

APR 12 2023



Agenda Report: May 5, 2023 Planning Commission

AGENDA ITEM:

• Resolution 2023-07: A Resolution acknowledging receipt of the Kipp Road-Temple Street Sub-Area Plan and recommending that City Council accept it and incorporate it as an appendix to the Master Plan.

RECOMMENDED ACTION

Approve 2023-07

HISTORY

Capital Improvement Project Number: 2018-B23b Kipp Road/Temple Street Sub-Area Plan was previously recommended by the Planning Commission and approved by City Council in the 2022-28 CIP (p. 48) to evaluate transportation infrastructure improvements that support and maximize land-use development opportunities in accordance with the community's vision and Masterplan. Kipp Road serves as access from US 127 to Temple Street. Both corridors are areas that are served by existing infrastructure, contain undeveloped and underdeveloped land and are easily accessible to/from the highway U.S. 127. These areas were identified in the community's Masterplan as an area to incentivize future growth.

The data collected in this Plan will position Mason to maximize capital funding, grants, zoning, and partnerships with Michigan Department of Transportation and Ingham County to ensure changes in this corridor result in a well-planned area that supports quality development for current and future residents and businesses. The project was moved to even out capital costs in this fund.

SUMMARY

Authority

Michigan Planning Enabling Act (Public Act 33 of 2008) Section 7 and City of Mason Ordinance Section 50-35(6) gives the Planning Commission authority to adopt a sub-plan for a geographic area less than the entire city.

Urgency/Relation to Other Actions

Staff would like to ensure the information is received by City Council incorporated into the final Master Plan this summer.

FISCAL IMPACT

Current/ Future Budgets: In Fiscal Year 22-23 the project cost \$30,000 and was funded 50% (\$15,000) through the Michigan Economic Development Corporation's Site Readiness Grant.

ADDITIONAL MATERIAL

Resolution 2023-08

Technical Memorandum dated March 30, 2023 from C&A Engineers, LLC and Plan Sheets (3) from C2AE.

CITY OF MASON

PLANNING COMMISSION RESOLUTION No. 2023-07 A RESOLUTION ACKNOWLEDGING RECEIPT OF THE KIPP ROAD -TEMPLE STREET SUB-AREA PLAN AND RECOMMENDING THAT CITY COUNCIL ACCEPT THE PLAN AND INCORPORATE IT AS AN APPENDIX TO THE MASTER PLAN.

May 9, 2023

WHEREAS, the Kipp Road -Temple Street Sub-Area Plan was approved in the 2022-28 Capital Improvement Program as Project Number 2018-B23b; and,

WHEREAS, the Michigan Planning Enabling Act (Public Act 33 of 2008) Section 7 and City of Mason Ordinance Section 50-35(6) gives the Planning Commission authority to adopt a sub-plan for a geographic area less than the entire city; and,

WHEREAS, the Plan evaluates transportation infrastructure improvements that support and maximize land-use development opportunities in accordance with the community's vision and Masterplan.

NOW THEREFORE BE IT RESOLVED, that the City of Mason Planning Commission does hereby acknowledge receipt of the Kipp Road -Temple Street Sub-Area Plan and recommends that City Council accept the Plan and incorporate it as an appendix to the Master Plan.

The foregoing Resolution was moved for adoption by Plann Planning Commissioner and declared adopted by the	-	and seconded by
Yes (0) No (0) Absent (0)		
RESOLUTION DECLARED ADOPTED		
STATE OF MICHIGAN) :ss. COUNTY OF INGHAM)		
I, the undersigned, the duly qualified and acting Clerk of the Michigan, do hereby certify that the foregoing is a true are the Planning Commission of the City of Mason at a spen pursuant to the Michigan Open Meetings Act, the original minutes.	nd complete copy of a re-	solutions adopted by esday, May 9, 2023
IN WITNESS WHEREOF, I have hereunto set my official sign	ature, this day of	2023.
	Sarah J. Jarvis, City Clerk	
	City of Mason, Ingham Co	unty, Michigan



Technical Memorandum

Date: March 20, 2023

To: Adam Falkowski

Project Manager, Professional Engineer

C2AE

From: James Carter

C&A Engineers, LLC

Re: Traffic Signal Warrant Study

E. Kipp Road at Barnes Street

C&A Engineers, LLC performed an analysis to determine if a traffic signal would be warranted at the intersection of E. Kipp Road at Barnes Street/Eden Road. The results are summarized in this technical memorandum, which is provided in **Appendix A** for reference. The purpose of the analysis is to determine if the intersection meets the warrants for traffic signal installation as described in the *Michigan Manual on Uniform Traffic Control Devices* (MUTCD).

Recently, safety concerns were expressed from the City of Mason and Mason Public School District. Therefore, at the City's request, C&A Engineers has completed this Traffic Signal Warrant Study for the intersection of E. Kipp Road at Barnes Street/Eden Road. The objective of the study was to evaluate the intersection against the warrants contained in the MMUTCD as well as review the crash data for the past five years at the intersection to determine if a traffic signal is warranted. This report consists of the following sections:

- Description of Existing Conditions
- Crash Analysis
- Traffic Signal Warrant Analysis
- Conclusions and Recommendations

I. EXISTING CONDITIONS

Exhibit 1 shows an aerial photograph of the subject intersection. Kipp Road and Barnes Street/Eden Road are under the jurisdiction of the Ingham County Road Commission (ICRC). Kipp Road has a thru lane and a center-left-turn lane on both approaches. The posted speed limit along Kipp Road east of the intersection is 55 mph, and 45 mph west of the intersection.

The SB approach Barnes Road has one thru lane and a right-turn lane, the EB approach has a single thru/left/right lane. At the intersection, an exclusive right-turn lane exists on the south leg and an exclusive left-turn lane exists on the north and west legs. The westbound approach across the railroad crossing consists of a single lane for all movements. The posted speed limit along Barnes Road north of the intersection is 50 mph, and 55 mph on Eden Road south of the intersection. The intersection of E. Kipp Road at Barnes Street/Eden Road currently an overhead flasher, with stop control on the Barnes Street/Eden Road approaches.

24-hour traffic counts (*Appendix B*) were obtained from Tri-County Regional Planning Commission (TCRPC) for the intersection, turning movements at the intersections were not collected nor available. The 24-hour traffic counts are summarized in *Table 1*. The peak hours at the intersection were determined to be 7:00 to 8:00 A.M. and 4:00 to 5:00 P.M. The traffic count data indicates that the heaviest traffic movement is on EB Kipp Street during both peak hours.



TABLE 1: ADJACENT ROADWAY SUMMARY

Roadway Segment	EB Kipp Rd	WB Kipp Rd	SB Barnes St	NB Eden Rd
Number of Lanes	1-Thru/RT & CLTL	1-Thru/RT & CLTL	1-Thru/RT & CLTL	1-Lane
Posted Speed Limit	55 mph	45 mph	55 mph	50 mph
AADT	4,165 veh/day	2,087 veh/day	1,112 veh/day	849 veh/day

II. CRASH ANALYSIS

Crash data was collected from the Michigan Crash Facts database for the intersection and a crash analysis was performed for the intersection for the period from 2017 to 2021. The crashes occurring at the intersection during this period are summarized in *Table 2 and 3*.

TABLE 2 - CRASHES BY TYPE

		Crashes By Type										
Location	Single Veh	Head-On	Head-Left	Angle	Rear-End	Rear-Left	Rear-Right	Swipe-Same	Swipe Opp	Backing	Other	Total
Kipp at Barnes/Eden	1	0	1	7	0	0	0	3	0	0	0	12

TABLE 3 - CRASHES BY TYPE

Location	Year							
Location	2017	2018	2019	2020	2021	Total		
Kipp at Barnes/Eden	4	2	5	1	0	12		

Crash data is provided in *Appendix C*. Findings from the crash analysis are as follows:

- The majority of the crashes (7) are angle crashes (58.33%).
- One (1) head-on-left turn.
- Three (3) sideswiped-same direction.
- There was not an unusually high occurrence (2) of wet pavement crashes.
- The intersection does not experience unusually high numbers of nighttime crashes.
- Eight of the 12 crashes involved no injury, i.e., there was only property damage. One (1) of the 12 crashes involved a serious injury only, three (3) were type C injury and none of the 12 crashes involved a fatality.
- In general, there is not a significant crash problem at the intersection based on the data.

III. TRAFFIC SIGNAL WARRANT ANALYSIS

The MMUTCD lists nine different traffic signal warrants of which at least one must be met to consider the installation of a traffic signal at the intersection. These warrants are based on a number of variables including existing approach traffic volumes, pedestrian volumes, crash experience, and proximity to rail crossings and schools.



Applicable Warrants

Each of the nine traffic signal warrants contained in the MMUTCD was reviewed to determine its applicability at the intersection. The applicable warrants are described in more detail below:

Warrant 1: Eight-Hour Vehicular Volume

- Condition A Minimum Vehicular Volume: A total of at least 500 vehicles per hour (vph) on both major street approaches and at least 150 vph on the higher approach volume of the minor street are required for any eight hours of the day. Warrant 1, Condition A is not satisfied.
- Condition B Interruption of Continuous Traffic: A total of at least 750 vph on both major street approaches and at least 75 vph on the higher approach volume of the minor street are required for any eight hours of the day. Warrant 1, Condition B is not satisfied.
- Warrant 2: Four-Hour Vehicular Volume The total volume on both major street approaches and the
 higher-volume minor street approach must fall above the applicable curve when plotted on Figure 4C-1 in
 the MUTCD for any four hours of the day. Warrant 2 (70%), is satisfied (6 hours).
- Warrant 3: Peak Hour Vehicular Volume The total volume on both major street approaches and the
 higher-volume minor street approach must fall above the applicable curve when plotted on Figure 4C-3 in
 the MUTCD for the same 1 hour (any four consecutive 15-minute periods) of the day. Warrant 3 is not
 satisfied.

Warrant 4: Pedestrian Volume

- Condition A Pedestrian Four-Hour Volume The total volume on both major street approaches and the number of pedestrians per hour crossing the major street (total of all crossings) all fall above the curve in Figure 4C-5 for any four hours of the day. Warrant 2 Condition A was not evaluated.
- Condition B Pedestrian Peak Hour Volume The total volume on both major street approaches and the number of pedestrians per hour crossing the major street (total of all crossings) falls above the curve in Figure 4C-7 for any one hour of an average day (four consecutive 15-minute periods). Warrant 2 Condition B was not evaluated.
- Warrant 5: School Crossing A traffic control signal shall be considered when there are insufficient gaps in vehicle traffic for the number of schoolchildren using a pedestrian crossing to cross safely and where there are a minimum of 20 schoolchildren using the crossing during the highest crossing hour. Warrant 5 was not evaluated.
- Warrant 7: Crash Experience This warrant is met when an adequate trial of alternatives with satisfactory observance and enforcement has failed to reduce crash frequency; five or more reported crashes, of types susceptible to correction by a traffic control signal, have occurred within a 12-month period; and for each of any 8 hours of an average day, the vehicles per hour on the major street and on the higher-volume minor street approach meet 80% of the minimum volumes for Warrant 1, Condition A or Condition B. The traffic volume requirements are summarized in Table 1. The crash data for the years 2017 2021 are summarized previously in Table 2 & 3. In addition to the volume criteria not being met, no 12-month period within the analysis period met the requirement of five or more crashes of types correctable through the installation of a traffic signal. Therefore, the required conditions for Warrant 7 were not met for the analysis period, and Warrant 7 is not satisfied.
- Warrant 9: Intersection Near a Railroad Grade Crossing A traffic signal installation shall be considered when both of the following conditions are met:
 - An at-grade railroad crossing exists on a STOP- or YIELD-controlled approach and the distance from the center of the track nearest to the intersection to the stop or yield line is less than 140 feet.



Ouring the peak traffic hour during which train crossings occur, the plotted point representing the total volume on both major street approaches and the corresponding vehicles per hour on the minor street approach that crosses the track falls above the applicable curve on Figure 4C-9 or Figure 4C-10 for the combination of approach lanes over the track and the clear storage distance.

Warrant 9 is not satisfied.

IV. CONCLUSIONS AND RECOMMENDATIONS

This memorandum has presented the results of a traffic signal warrant study at the intersection of Kipp Road at Barnes Street/Eden Road intersection in Mason Michigan. The objective of the study was to evaluate the intersection against the warrants contained in the MMUTCD as well as review the crash data for the past five years at the intersection to determine the potential need for a traffic signal installation.

The findings of the traffic signal warrant study can be summarized as follows:

- The number of crashes that have occurred at the intersection is low, with 12 crashes over five (5) years. The crash data indicated there was not an unusually high occurrence of crashes susceptible to reduction with signalization.
- Nearly 60% of the total crashes were angle type crashes, were due to drivers on the north Barnes Street
 approach not yielding to traffic from the Kipp Road approaches. Signs are present on the north leg with text
 indicating traffic from the crossroad does not stop. It is recommended that a copy of the same "traffic from
 crossroad does not stop" be placed on the south approach (Eden Road) back of the far-side stop sign post,
 to increase the conspicuity of the condition.
- The intersection did not meet the MMUTCD traffic signal warrants, except for Warrant 2 (70%) Four-Hour Vehicular Volume, based on historical volume obtained from TCRPC database.
- Satisfactory Intersection Sight Distance (ISD) is available for motorists stopped on the north and south approaches to adequately see a westbound motorist coming from the east and west on Kipp Road.



APPENDIX A – WARRANT ANALYSIS

Michigan Manual of Uniform Traffic Control Devices Worksheet for Signal Warrants (Section 4C) WARRANT 1: Eight-Hour Vehicular Volume

Τ	Intersection:		Kipp @ Ba	rnes
ſ	Date	10/11/2017	by	CAE

1	: No. of Lanes on Major St?
1	: No. of Lanes on Minor St?
50	: Speed limit or 85th Percentile? (MPH)
YES	: Is the intersection within an Isolated community?
8235	: if answer 4 is Yes, then what is the of the population isolated community?
NO	: Have other remedial measures been tried?

USE 70% WARRANTS 1A AND 1B. DO NOT USE COMBINATION OF A & B

	Major Volume (Both Apr.)	Minor Volume (One Apr.)	Condition A Major Volume	Condition A Minor Volume	Warrant Condition A Met?	Condition B Major Volume	Condition B Minor Volume	Warrant Condition B Met?	Combination Major A	Combination Minor A	Combination Major B	Combination Minor B	Warrant Condition A&B met?	
Time	E-W	N-S												T
00:01 - 01:00	22	49	350	105	NO	525	53	NO	N/A	N/A	N/A	N/A	N/A	
01:00 - 02:00	19	10	350	105	NO	525	53	NO	N/A	N/A	N/A	N/A	N/A	
02:00 - 03:00	14	4	350	105	NO	525	53	NO	N/A	N/A	N/A	N/A	N/A	
03:00 - 04:00	24	14	350	105	NO	525	53	NO	N/A	N/A	N/A	N/A	N/A	
04:00 - 05:00	56	7	350	105	NO	525	53	NO	N/A	N/A	N/A	N/A	N/A	
05:00 - 06:00	163	26	350	105	NO	525	53	NO	N/A	N/A	N/A	N/A	N/A	
06:00 - 07:00	334	30	350	105	NO	525	53	NO	N/A	N/A	N/A	N/A	N/A	
07:00 - 08:00	737	84	350	105	NO	525	53	YES	N/A	N/A	N/A	N/A	N/A	
08:00 - 09:00	370	83	350	105	NO	525	53	NO	N/A	N/A	N/A	N/A	N/A	
09:00 - 10:00	355	93	350	105	NO	525	53	NO	N/A	N/A	N/A	N/A	N/A	
10:00 - 11:00	320	88	350	105	NO	525	53	NO	N/A	N/A	N/A	N/A	N/A	
11:00 - 12:00	393	108	350	105	YES	525	53	NO	N/A	N/A	N/A	N/A	N/A	
12:00 - 13:00	358	102	350	105	NO	525	53	NO	N/A	N/A	N/A	N/A	N/A	
13:00 - 14:00	373	120	350	105	YES	525	53	NO	N/A	N/A	N/A	N/A	N/A	
14:00 - 15:00	555	153	350	105	YES	525	53	YES	N/A	N/A	N/A	N/A	N/A	
15:00 - 16:00	609	100	350	105	NO	525	53	YES	N/A	N/A	N/A	N/A	N/A	
16:00 - 17:00	636	104	350	105	NO	525	53	YES	N/A	N/A	N/A	N/A	N/A	
17:00 - 18:00	604	107	350	105	YES	525	53	YES	N/A	N/A	N/A	N/A	N/A	
18:00 - 19:00	628	127	350	105	YES	525	53	YES	N/A	N/A	N/A	N/A	N/A	
19:00 - 20:00	398	151	350	105	YES	525	53	NO	N/A	N/A	N/A	N/A	N/A	
20:00 - 21:00	298	118	350	105	NO	525	53	NO	N/A	N/A	N/A	N/A	N/A	
21:00 - 22:00	156	34	350	105	NO	525	53	NO	N/A	N/A	N/A	N/A	N/A	
22:00 - 23:00	75	38	350	105	NO	525	53	NO	N/A	N/A	N/A	N/A	N/A	
23:00 - 00:00	36	45	350	105	NO	525	53	NO	N/A	N/A	N/A	N/A	N/A	

Number of Hours that met the warrant 1A = Number of Hours that met the warrant 1B = Number of Hours that met the warrant 1 A & B =

A. Is the Minimum Vehicular Volume Warrant Met? (Condition A)	NO
B. Is the Interruption of Continuous Traffic Met? (Condition B)	NO
C. Combination of Warrants A and B Criteria Met?	N/A

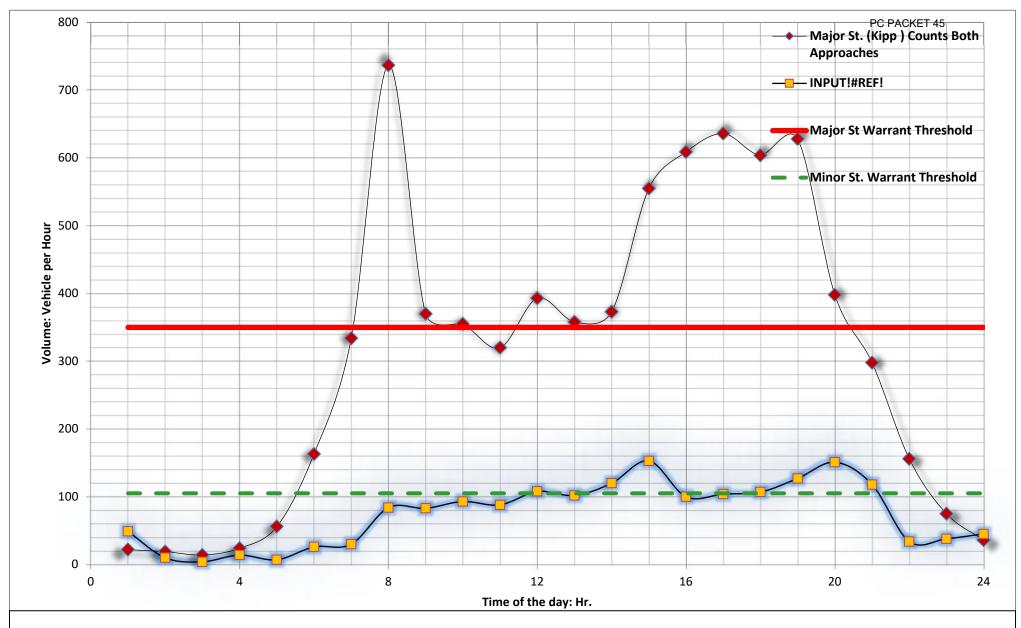


FIGURE 1: WARRANT 1A

IS THERE A REDUCTION IN THE WARRANT THRESHOLDS TO 70% \ldots

1- DUE TO SPEED? YES

2- DUE TO ISOLATED COMMUNITY WITH POPULATION LESS THAN 10,000? YES

Spot Number:

Kipp @ Barnes

NO. OF LANES ON MAJOR ST.? 1
NO. OF LANES ON MINOR ST.? 1

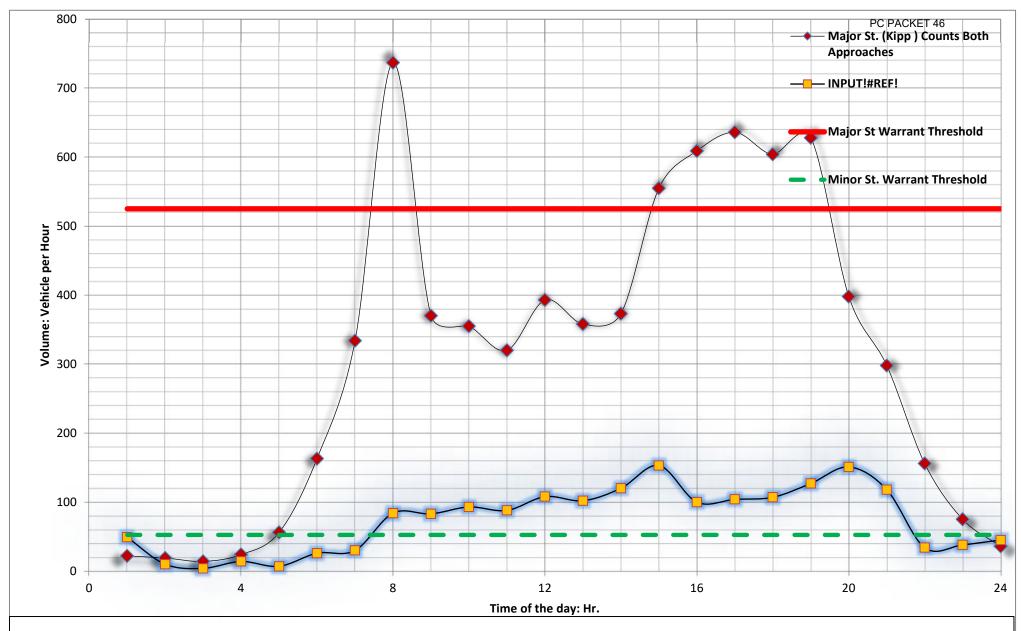
Number of Hours that met the Warrant: 6

Does this intersection meet Warrant 1A for signal installation?

<u>NO</u>

Data Collection Date:

9/21/2017





IS THERE A REDUCTION IN THE WARRANT THRESHOLDS TO

70% ... 1- DUE TO

<u>YES</u>

SPEED?

2- DUE TO ISOLATED COMMUNITY WITH POPULATION LESS THAN 10,000? YES

Spot Number:

Kipp @ Barnes

NO. OF LANES ON MAJOR ST.?

NO. OF LANES ON MINOR ST.?

Number of Hours that met the Warrant:

Does this intersection meet Warrant <u>1B</u> for signal installation?

<u>NO</u>

Data Collection Date: 9/

9/21/2017

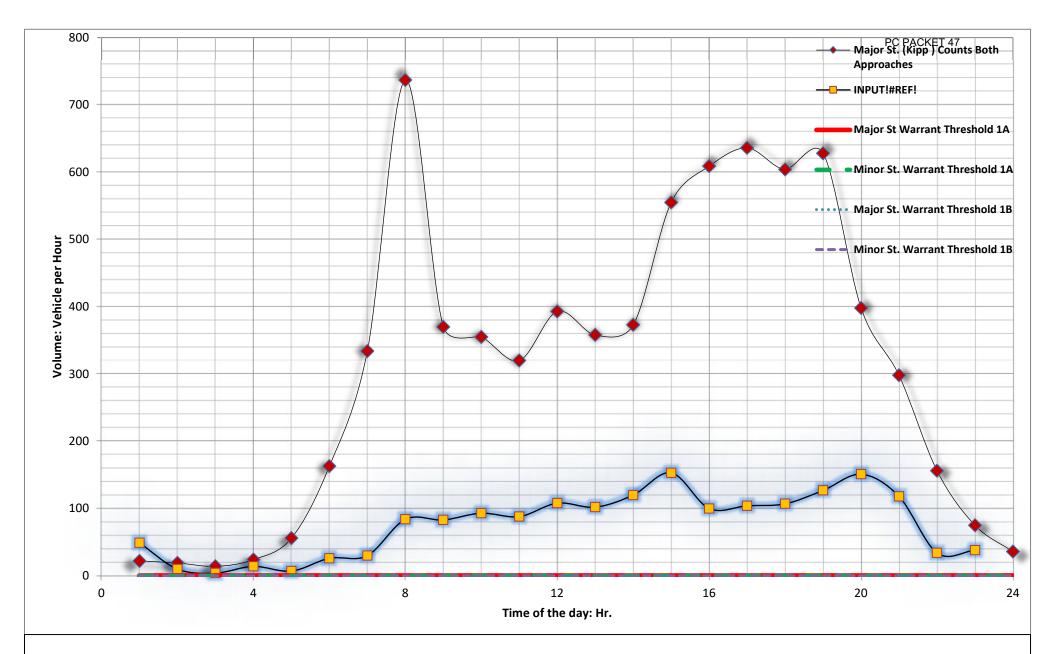


FIGURE 3: WARRANT 1A&B

IS THERE A REDUCTION IN THE WARRANT THRESHOLDS TO $56\% \dots$

1- DUE TO SPEED? YES

2- DUE TO ISOLATED COMMUNITY WITH POPULATION LESS THAN 10,000? YES

Spot Number:

Kipp @ Barnes

NO. OF LANES ON MAJOR ST.? 1

NO. OF LANES ON MINOR ST.? 1

Number of Hours that met the Warrant:

Does this intersection meet Warrant 1A&B for signal installation?

N/A

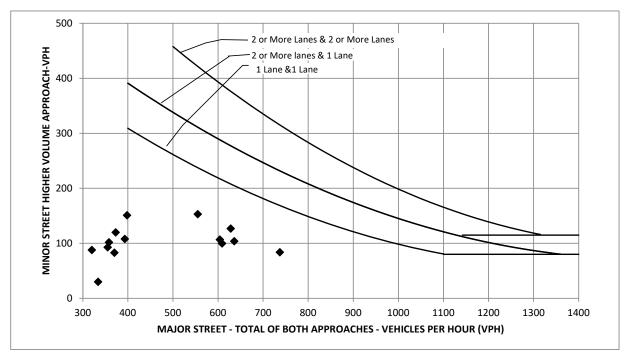
Data Collection Date: 9/21/2017

Michigan Manual of Uniform Traffic Control Devices Worksheet for Signal Warrants (Section 4C) WARRANT 2: Four-Hour Vehicular Volume

Spot Number:		0	
Intersection:		Kipp @ Barnes	
Date	10/11/2017	by	CAE

1	: No. of Lanes on Major St.
1	: No. of Lanes on Minor St.
50	: Speed limit or 85th Percentile? (MPH)
YES	: Is the intersection within an Isolated community?
8235	: What is the of the population isolated community?

DO NOT USE THIS GRAPH - USE 70% GRAPH

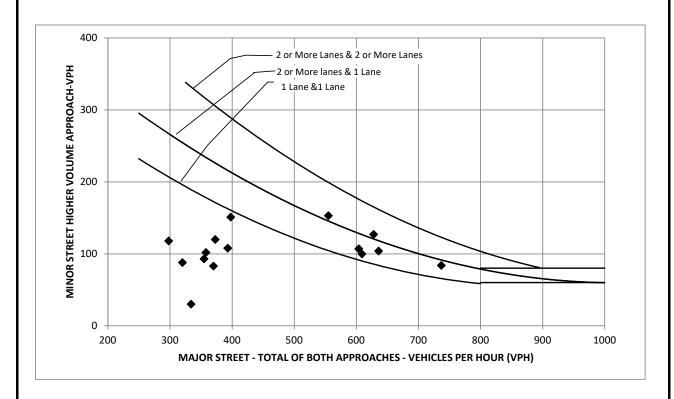


How Many Hours Are Met 0
Is Warrant 2 (100%) Met? N/A

Michigan Manual of Uniform Traffic Control Devices Worksheet for Signal Warrants (Section 4C) WARRANT 2: Four-Hour Vehicular Volume

Spot Number:		0		
Intersection:		Kipp @ Barnes		
Date	10/11/2017	by	CAE	

1	: No. of Lanes on Major St.
1	: No. of Lanes on Minor St.
50	: Speed limit or 85th Percentile? (MPH)
YES	: Is the intersection within an Isolated community?
8235	: What is the of the population isolated community?



How Many Hours Are Met 6
Is Warrant (70%) Met? YES

W3 A

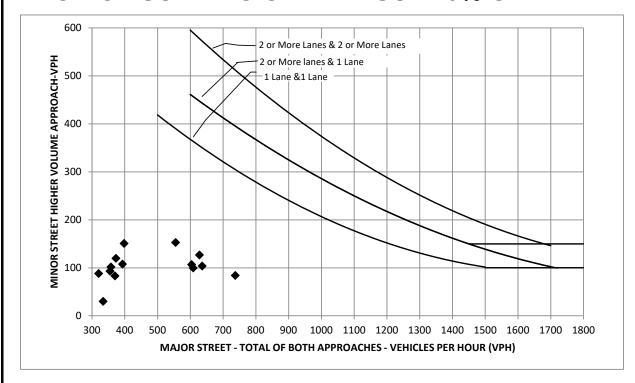
Mi	Work	lanual of Uniform Traffic Control Devices sheet for Signal Warrants (Section 4C) ANT 3 A: Peak-Hour Vehicular Volume	
Spot Number:		0	
Intersection:		Kipp @ Barnes	
Date	10/11/2017	7 by CAE	
NOT MET	0 1 4	: Total Stop Time Delay (hrs) : Minor Street Approach Lanes : Total Approaches	
NOT MET	7	: Minor Approach Volume	
NOT MET	67	: Total Entering Volume	
	04:00 - 05:0	00: Peak Hour	
		Is Warrant 3 A Met?	NO

Michigan Manual of Uniform Traffic Control Devices Worksheet for Signal Warrants (Section 4C) WARRANT 3 B(100%): Peak-Hour Vehicular Volume

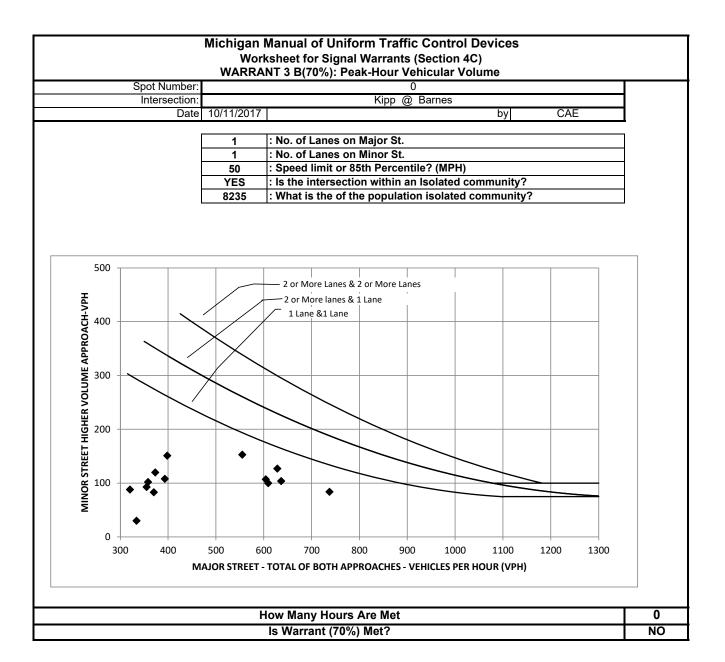
Spot Number:		0		
Intersection:		Kipp @ Barnes		
Date	10/11/2017		by	CAE

1	: No. of Lanes on Major St.
1	: No. of Lanes on Minor St.
50	: Speed limit or 85th Percentile? (MPH)
YES	: Is the intersection within an Isolated community?
8235	: What is the of the population isolated community?

DO NOT USE THIS GRAPH - USE 70% GRAPH



How Many Hours Are Met	0
Is Warrant 3 B (100%) Met?	NO

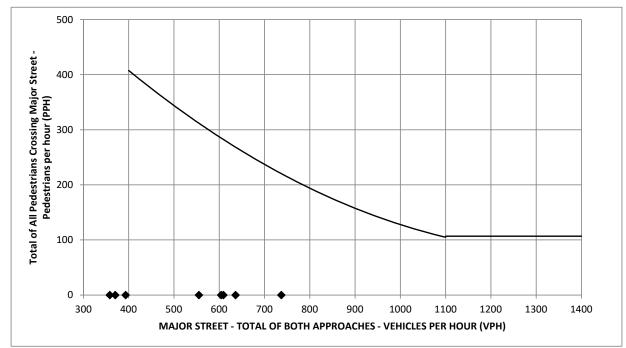


Michigan Manual of Uniform Traffic Control Devices Worksheet for Signal Warrants (Section 4C) WARRANT 4 (100%): Four-Hour Pedestrian Volume

Spot Number:		0	
Intersection:		Kipp @ Barnes	
Date	10/11/2017	by	CAE

0	: Distance to Nearest Signal or Stop Control on Major Road
0%	: Percentage Reduction in Pedestrian Volumes
50	: Speed limit or 85th Percentile? (MPH)
YES	: Is the intersection within an Isolated community?
8235	: What is the of the population isolated community?

Adjacent Traffic Signal or Stop Sign is Too Close



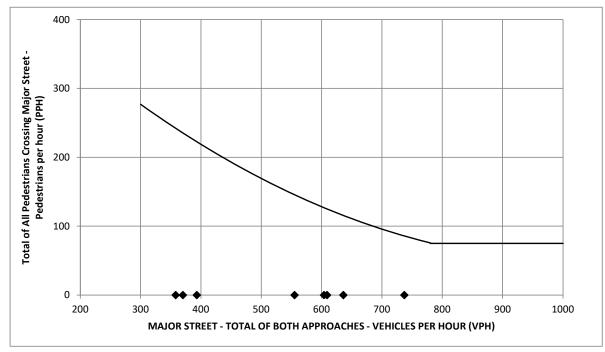
How Many Hours Are Met	N/A
Is Warrant 4 B (100%): Four Hour Met?	N/A

Michigan Manual of Uniform Traffic Control Devices Worksheet for Signal Warrants (Section 4C) WARRANT 4 (70%): Four-Hour Pedestrian Volume

Spot Number:		0	
Intersection:		Kipp @ Barnes	
Date	10/11/2017	by	CAE

0	: Distance to Nearest Signal or Stop Control on Major Road
0%	: Percentage Reduction in Pedestrian Volumes
50	: Speed limit or 85th Percentile? (MPH)
YES	: Is the intersection within an Isolated community?
8235	: What is the of the population isolated community?

Adjacent Traffic Signal or Stop Sign is Too Close

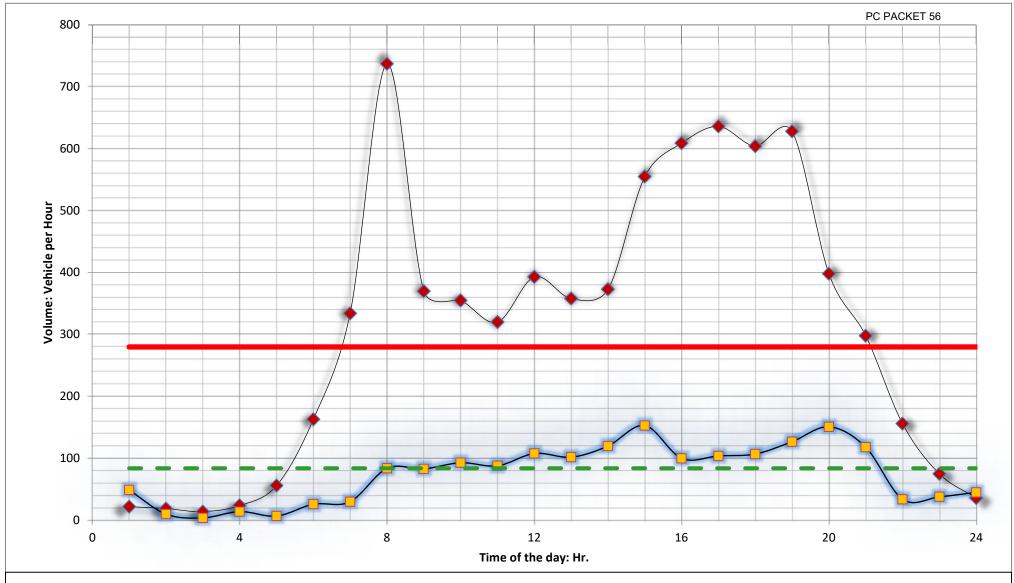


How Many Hours Are Met N/A
Is Warrant 4 B (70%): Four Hour Met? N/A

NO

Michigan Manual of Uniform Traffic Control Devices **Worksheet for Signal Warrants (Section 4C) WARRANT 7: Crash Experience** Spot Number: Kipp @ Barnes Intersection: Date 10/11/2017 CAE : No. of Lanes on Major St? No. of Lanes on Minor St? NO : Has adequate trial of remedial measure with adequate enforcement been tried? NO Are there 5 or more Crashes Susceptable to Correction by Signalization in a 12 Month Period? Major Minor Condition A Warrant Condition B Warrant **Condition A Major** Condition B Volume Volume Condition Minor Condition Major Volume Minor Volume Volume B Met? (Both Apr.) (One Apr.) Volume A Met? Time E-W N-S 00:01 - 01:00 49 280 NO 420 NO 22 84 42 01:00 - 02:00 19 10 280 84 NO 420 42 NO 02:00 - 03:00 280 NO 420 14 84 42 NO 03:00 - 04:00 24 14 280 84 NO 420 42 NO 04:00 - 05:00 56 280 84 NO 420 42 NO 05:00 - 06:00 163 26 280 84 NO 420 42 NO 334 NO 420 06:00 - 07:00 30 280 84 42 NO 07:00 - 08:00 737 84 280 84 YES 420 42 YES 08:00 - 09:00 370 83 280 84 NO 420 42 NO 09:00 - 10:00 355 93 280 84 YES 420 42 NO 10:00 - 11:00 320 88 280 84 YES 420 42 NO 393 280 YES 420 11:00 - 12:00 108 NO 84 42 12:00 - 13:00 358 102 280 YES 420 NO 84 42 13:00 - 14:00 373 120 280 84 YES 420 42 NO 14:00 - 15:00 555 153 280 84 YES 420 42 YES 280 YES 15:00 - 16:00 609 100 84 420 42 YES 16:00 - 17:00 636 104 280 84 YES 420 42 YES 17:00 - 18:00 604 107 280 84 YES 420 YES 42 18:00 - 19:00 628 127 280 84 YES 420 42 YES 19:00 - 20:00 280 YES 420 42 398 151 84 NO 20:00 - 21:00 298 118 280 84 YES 420 42 NO 21:00 - 22:00 156 34 280 84 NO 420 42 NO 22:00 - 23:00 75 38 280 84 NO 420 42 NO 23:00 - 00:00 36 45 280 84 NO 420 NO Is there a reduction in the warrant thresholds to 56% = NO Number of Hours that met the warrant 7A = 13 Number of Hours that met the warrant 7B = A. Is the Minimum Vehicular Volume Warrant Met Based on Crash Patterns? (Condition A) NO

B. Is the Interruption of Continuous Traffic Met Based on Crash Patterns? (Condition B)



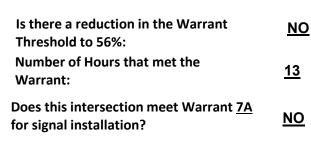


Spot Number:

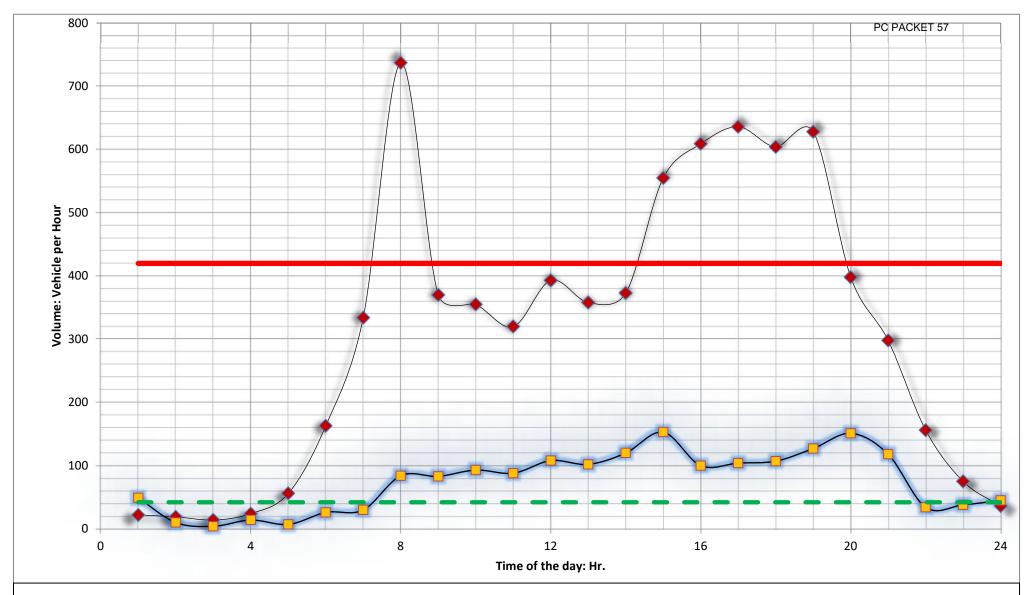
Kipp @ Barnes

NO. OF LANES ON MAJOR ST.? 1

NO. OF LANES ON MINOR ST.? 1









Spot Number:

Kipp @ Barnes

NO. OF LANES ON MAJOR ST.? 1 NO. OF LANES ON MINOR ST.? 1 Is there a reduction in the Warrant Threshold to 56%:

Number of Hours that met the Warrant:

Does this intersection meet Warrant <u>7B</u> for signal installation?

<u>NO</u>

──◆── Major St. (Kipp) Counts Both Approaches

<u>6</u>

NO Major St Warrant Threshold

---- INPUT!#REF!

Minor St. Warrant Threshold

Data Collection Date:

9/21/2017

Michigan Manual of Uniform Traffic Control Devices Worksheet for Signal Warrants (Section 4C) WARRANT 8: Roadway Network

Spot Number:		0
Intersection:		Kipp @ Barnes
Date	10/11/2017	by CAE

The need for a traffic signal control study is applicable when the common intersection of two or more major routes meets one or both of the following criteria:

- (1) has a total existing, or immediately projected, entering volume of at least 1,000 vehicles during the peak hour and has five-year projected volumes, based on an engineering study, which meet one or more of Warrants 1, 2, and 3 during an average weekday; or
- (2) has a total existing or immediately projected entering volume of at least 1,000 vehicles for each of any five hours of a non-normal business day (Saturday and/or Sunday).

Is Warrant 8 Met?

	WAINANI	9: Intersection Near a Grade Crossing	
Spot Number:		0	
Intersection:		Kipp @ Barnes	
Date	10/11/2017	by CAE	
Г		Olean Oterrana Bioterrana (ff)	
	0	: Clear Storage Distance (ft)	
	0	: Number of Approach Lanes Crossing Tracks	
	0	: Peak Hour	
	#N/A	: Peak Hour Major Street Volume	
	#N/A	: Peak Hour Minor Street Volume	
Adjustment		•	
Factors			
fail	0	: Trains per Day	
1	0%	: Percentage High Occupancy Busses	
#N/A	0	: Percentage Tractor Trailers	
	#N/A	: Adjusted Minor Street Volume	
	#N/A	: Is Figure 4C-10 Satisfied?	



APPENDIX B – TRAFFIC DATA

Location Info		
Location ID	12026_WB	
Туре	LINK	
Class	-	
Located On	KIPP RD	
Between	DEXTER TRAIL AND EDEN RD	
Direction	WB	
Community	Vevay Twp	
MPO_ID		
HPMS ID		
Agency	Ingham County Road Department	

Count Data Info				
Start Date	5/23/2017			
End Date	5/24/2017			
Start Time	12:00 AM			
End Time	12:00 AM			
Direction				
Notes				
Count Source	Kipp Road			
File Name	12026_170523_Vol60.csv			
Weather				
Study				
Owner	swansonm			
QC Status	Accepted			

Interval: 60 mins				
Time	Hourly Count			
00:00 - 01:00		6		
01:00 - 02:00		2		
02:00 - 03:00				
03:00 - 04:00		2		
04:00 - 05:00		11		
05:00 - 06:00		64		
06:00 - 07:00		138		
07:00 - 08:00		296		
08:00 - 09:00		136		
09:00 - 10:00		112		
10:00 - 11:00		94		
11:00 - 12:00		122		
12:00 - 13:00		106		
13:00 - 14:00		96		
14:00 - 15:00		137		
15:00 - 16:00		154		
16:00 - 17:00		135		
17:00 - 18:00		141		
18:00 - 19:00		119		
19:00 - 20:00		83		
20:00 - 21:00		60		
21:00 - 22:00		39		
22:00 - 23:00		21		
23:00 - 24:00		12		
TOTAL		2087		

Location	Info	
Location ID	10696_SB	Ī
Туре	LINK	
Class	-	
Located On	Barnes RD	Ī
Between	KIPP RD AND EAST BOND ST(MASON)	Ī
Direction	SB	
Community	Vevay Twp	
MPO_ID		
HPMS ID		
Agency	Ingham County Road Department	

Count Data Info				
Start Date	5/23/2017			
End Date	5/24/2017			
Start Time	12:00 AM			
End Time	12:00 AM			
Direction				
Notes				
Count Source	Barnes Street			
File Name	10696_170523_Vol60.csv			
Weather				
Study				
Owner	swansonm			
QC Status	Accepted			

Interval: 60 mins			
Time	Hourly Count		
00:00 - 01:00		2	
01:00 - 02:00		1	
02:00 - 03:00		0	
03:00 - 04:00		1	
04:00 - 05:00		4	
05:00 - 06:00		5	
06:00 - 07:00		19	
07:00 - 08:00		83	
08:00 - 09:00		22	
09:00 - 10:00		13	
10:00 - 11:00		20	
11:00 - 12:00		29	
12:00 - 13:00		22	
13:00 - 14:00		30	
14:00 - 15:00		153	
15:00 - 16:00		84	
16:00 - 17:00		86	
17:00 - 18:00		107	
18:00 - 19:00		127	
19:00 - 20:00		151	
20:00 - 21:00		118	
21:00 - 22:00		27	
22:00 - 23:00		4	
23:00 - 24:00		4	
TOTAL		1112	

Location	Info
Location ID	15623_NB
Туре	LINK
Class	-
Located On	EDEN RD
Between	KIPP RD AND TOMLINSON RD
Direction	NB
Community	Vevay Twp
MPO_ID	
HPMS ID	
Agency	Ingham County Road Department

Count Data Info				
Start Date	5/23/2017			
End Date	5/24/2017			
Start Time	12:00 AM			
End Time	12:00 AM			
Direction				
Notes				
Count Source	Eden Road			
File Name	15623_170523_Vol60.csv			
Weather				
Study				
Owner	swansonm			
QC Status	Accepted			

Interval: 60 mins				
Time	Hourly Count			
00:00 - 01:00		1		
01:00 - 02:00		7		
02:00 - 03:00		6		
03:00 - 04:00		9		
04:00 - 05:00		17		
05:00 - 06:00		28		
06:00 - 07:00		33		
07:00 - 08:00		56		
08:00 - 09:00		50		
09:00 - 10:00		60		
10:00 - 11:00		40		
11:00 - 12:00		48		
12:00 - 13:00		44		
13:00 - 14:00		68		
14:00 - 15:00		70		
15:00 - 16:00		60		
16:00 - 17:00		49		
17:00 - 18:00		53		
18:00 - 19:00		47		
19:00 - 20:00		31		
20:00 - 21:00		35		
21:00 - 22:00		30		
22:00 - 23:00		3		
23:00 - 24:00		4		
TOTAL		849		

Location Info

Location ID	15626
Туре	LINK
Class	-
Located On	KIPP RD
Between	EDEN RD AND HULL RD
Direction	ЕВ
Community	Vevay Twp
MPO_ID	
HPMS ID	
Agency	Ingham County Road Department
·	

Count Data Info

5/23/2017
5/24/2017
12:00 AM
12:00 AM
Kipp Road
15626_170523_Vol60.csv
swansonm
Accepted

Interval: 60 mins

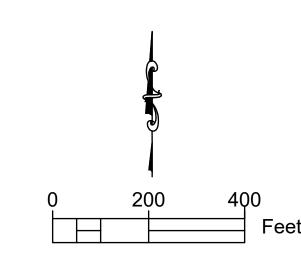
Time	Hourly Count	
00:00 - 01:00		12
01:00 - 02:00		16
02:00 - 03:00		10
03:00 - 04:00		12
04:00 - 05:00		22
05:00 - 06:00		62
06:00 - 07:00		158
07:00 - 08:00		406
08:00 - 09:00		182
09:00 - 10:00		194
10:00 - 11:00		163
11:00 - 12:00		206
12:00 - 13:00		188
13:00 - 14:00		218
14:00 - 15:00		279
15:00 - 16:00		375
16:00 - 17:00		404
17:00 - 18:00		376
18:00 - 19:00		426
19:00 - 20:00		176
20:00 - 21:00		136
21:00 - 22:00		95
22:00 - 23:00		33
23:00 - 24:00		16
TOTAL		4165



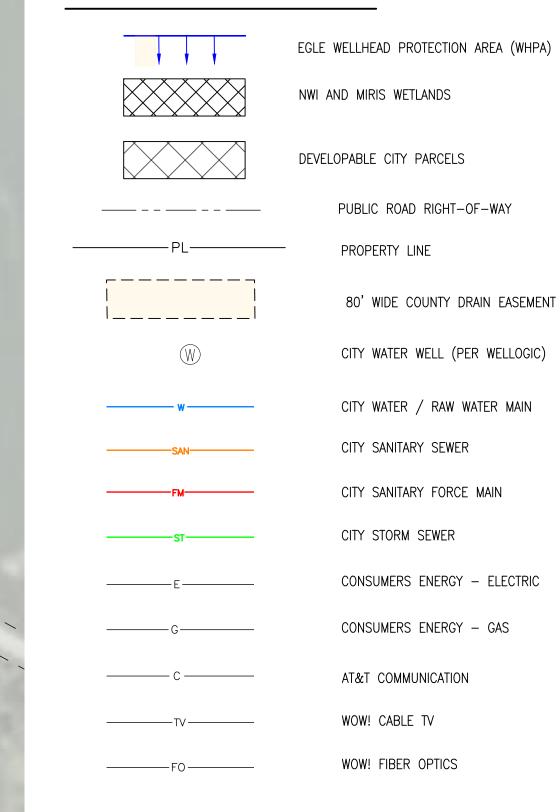
APPENDIX C – CRASH DATA

Crashes for the Years 2021 and 2020 and 2019 and 2018 and 2017 at intersection of E Kipp Rd & Eden Rd & S Barnes St in Ingham County filtered by Crash: Intersection (Intersection Crash)

Crash Type	Crash Year	Crash Day	Crash Month	Lighting Conditions	Weather Conditions (2016+)	Road Conditions	Crash: Injury Crash	Worst Injury in Crash	Total
Single Motor Vehicle	2019	11	September	Daylight	Clear	Dry	No Injuries (may be fatalities)	No Injury (0)	1
Head-On - Left Turn	2020	19	June	Daylight	Clear	Dry	Injury Crash (no fatalities)	Possible Injury (C)	1
Angle	2018	2	March	Daylight	Clear	Ice	No Injuries (may be fatalities)	No Injury (0)	1
Angle	2018	4	July	Daylight	Clear	Dry	No Injuries (may be fatalities)	No Injury (O)	1
Angle	2019	11	September	Dawn	Fog	Dry	No Injuries (may be fatalities)	No Injury (O)	1
Angle	2017	13	March	Daylight	Clear	Dry	Injury Crash (no fatalities)	Possible Injury (C)	1
Angle	2017	14	February	Dawn	Clear	Dry	No Injuries (may be fatalities)	No Injury (O)	1
Angle	2019	14	October	Dark - Unlighted	Clear	Dry	Injury Crash (no fatalities)	Suspected Serious Injury (A)	1
Angle	2017	22	December	Daylight	Cloudy	Dry	Injury Crash (no fatalities)	Possible Injury (C)	1
Sideswipe - Same Direction	2019	11	January	Daylight	Clear	Dry	No Injuries (may be fatalities)	No Injury (O)	1
Sideswipe - Same Direction	2017	24	August	Daylight	Clear	Dry	No Injuries (may be fatalities)	No Injury (O)	1
Sideswipe - Same Direction	2019	31	January	Daylight	Clear	Ice	No Injuries (may be fatalities)	No Injury (O)	1
Total Crash Count									12



LEGEND



EXISTING CONDITIONS NOTES:

- TEMPLE ST RIGHT-OF-WAY (ROW) AS SHOWN INCLUDES 66'
 PUBLIC ROAD ROW PLUS 20' AND 10' PRIVATE EASEMENTS
 FOR PUBLIC UTILITIES ALONG THE EAST AND WEST SIDES OF
 ROAD, RESPECTIVELY.
- 2. KIPP RD COUNTY ROW IS 80'; AVERY LN, ASH ST/M-36, AND DEXTER TR ROW ARE 66'.
- 3. CITY PARCEL DATA FROM INGHAM COUNTY GIS.
- 4. ZONING DATA FROM CITY ZONING MAP DATED 10/18/2012

 AG SINGLE FAMILY AGRICULTURAL

 M-1 LIGHT MANUFACTURING
- 5. CITY IS DEVELOPING A WELLHEAD PROTECTION ORDINANCE FOR FUTURE ADOPTION.
- 6. EXISTING STORM WATER DETENTION BASIN SIZED TO INCLUDE CITY PARCELS NORTH OF AVERY LN; CITY PARCELS SOUTH OF AVERY LN TO PROVIDE ONSITE STORM WATER DETENTION FACILITIES.
- 7. AREA IS ABOVE 100-YEAR FLOODPLAIN.
- 8. PER USDA NRCS WEB SOIL SURVEY, SOILS GENERALLY CONSIST OF LOAMY TO SANDY LOAM SOIL TYPES WHICH RANGE FROM POORLY DRAINED TO WELL DRAINED.
- 9. PER EGLE ENVIRONMENTAL MAPPER, THERE ARE NO DOCUMENTED PART 201, PART 211 (UST), OR PART 213 (LUST) SITES AND NO LAND USE RESTRICTIONS.
- 10. PER FAA NOTICE CRITERIA TOOL, BASED ON PROXIMITY (OF TEMPLE ST) TO MASON JEWETT AIRPORT, PROPOSED DEVELOPMENTS/STRUCTURES MUST FILE NOTICE WITH FAA IN ACCORDANCE WITH CFR TITLE 14 PART 77.9.
- 11. 2021 MDOT ANNUAL AVERAGE DAILY TRAFFIC DATA (AADT)

 726 TEMPLE ST FROM KIPP RD TO ASH ST/M-36
 9,100 KIPP RD EAST AND WEST OF TEMPLE ST

www.c3ae.com

CITY OF MASON
TEMPLE ST / KIPP RD
CDBG INGHAM COUNTY SITE READINESS PLANNING INITIATIVE

TEMPLE ST / KIPP RD EXISTING CONDITIONS (WITH AERIAL)

PROJ. #: 210366.01

DJ.#: 210366.01 TE: 01/18/2023

SHEET 1

www.c2ae.com

PLANNING INITIATIVE READINESS SITE

AASON ST / KIPP RD SHAM COUNTY CITY OF MATE STANDE STANDE

KIPP RD CORRIDOR N-MOTORIZED TRAIL CONCEPT AND TRAFFIC DATA

REVISIONS REV DESCRIPTION DATE

SHEET



Capital Improvements Program City Council Adopted Plan

TYPOS CORRECTED IN PRESENTATION/ DOCUMENT

Typos identified were corrected and uploaded to the City's website. Any discovered typos found in document can be addressed as discovered.

AMENDMENTS BY COUNCIL TO PLANNING COMMISSION PREPARED DOCUMENT

MARCH 20, 2023, Regular Council Meeting

MOTION by Schaffer second by Clark, to move CIP: 2020-P18 – Bond Park Capital Improvements to FY 2024/2025 and CIP: 2020-P21 – Hayes Park Capital Improvements to FY 2023/2024

Approved Unanimously

ADOPTED DOCUMENT

2023-2029 CIP Adopted Document Link

Please let staff know if you would like a printed copy of the final version.

(5.5.23)



City Manager's Report: April 28, 2023

IMPORTANT DATES

Master Plan/ Parks Plan Open Houses

For more information and to see the plans visit: www.mason.mi.us/Parks Feedback comments on the plans are welcome, email: info@mason.mi.us by May 26, 2023.

In Person Events:

- May 6- 7:00 a.m. to 11:00 a.m. at the Fire Station (Pancake Breakfast)
- May 15-5:00 p.m. to 7:00 p.m. at City Hall

Online Events: (Zoom)

May 19- noon Details on meeting access will be posted at www.mason.mi.us/MasterPlan.

May 25- 5:30 p.m. The Zoom meetings will be recorded and posted on the same site.

OPERATIONS

- Training:
 - On Thursday, April 20, 2023, Mike Parisian and Roger PFannenschmid attended a valve and hydrant, repair and maintenance, class.
- Staffing Updates: Current Open Positions (8)
 - CLOSED POSITIONS
 - Seasonal Part-Time Laborer (4) All applicants have accepted positions and pre-employment screenings are being conducted. Anticipated starts dates of first week in June 2023.
 - Full Time Finance Bookkeeper (1) Internal interviews being conducted.
 - OPEN POSITIONS
 - Seasonal Part-time Crossing Guard (1) Open until filled.
 - Full-Time Police Officer (2) Positions to be posted by the week of May 1, 2023.
- Traffic Updates:
 - Traffic Complaint- Corbin Street: speeding vehicles. Officers have been assigned. Status: Open

LARGE CITY PROJECTS

FY 2021-2022					
Project	Project Name/Description	Status	Completed		
UTILITIES: SA	UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)				
2019-U3a	Wastewater Treatment Plant – Design	In process, anticipated completion 2023			
PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)					
2017-P8	Laylin Park - Phase II	Final punch list is being completed. Facility open.			
2020- P6/ 8/12/13/14	Plan/ Design-Rayner, Lee Austin, Bond, Griffin, Hayes Parks	Notices have been distributed via Facebook, email, and a postcard via direct mail to residents.			
BUILDING, PROPERTY, EQUIPMENT (B)					
2018-B23	Planning: Master Plan/Zoning Update	Master Plan released for public comment period ending May 31, 2023. Agency letters have been mailed. Notices have been distributed via Facebook, email, and a postcard via direct mail to residents. Elected and appointed officials can share the information and encourage feedback.			

FY 2022-2023					
Project	Project Name/Desc	ription	Status	Completed	
STREETS, SID	EWALKS, SIGNALS(S				
2017-S15/	S. Barnes Street – Ash to Kipp		Completed	February	
2017-U28	AUTARY SELVED, STO		TER RISTRIBUTION (11)		
2018-U39			TER DISTRIBUTION (U)		
2010-039	Well No. 9 and 10 (Temple St.) and Well No. 8 Rebuilds		In progress.		
2022-U1	Headworks Huber Screen		Moved to next FY		
PARKS/ CEM	ETERY/ FORESTRY/ N	NONMOTORIZED (P)			
2020-P3	Hayhoe Riverwalk Trail – Eval. & Repair		Preparing bid package		
2020-P11	Rayner Park- Phase 1 Construction		Preparing bid package		
2020-P1	Columbia Bridge: Non-Motorized		Preparing bid package, submitting MDOT		
2020 545	Connect		permit, special assessment is being evaluated.		
2020-P15	Jefferson Trailhead,	/ Comm Garden	Public Open House Notice completed, and designs are being adjusted.		
2020-P17	Non-motorized Pro	gram: Southeast	Pre-construction meeting is being scheduled.		
		-	Public Notices will be mailed next week.		
2020-P1	Maple Grove Cemetery: Columbarium		Ordered, Cemetery Board to consider layout,		
MOTOR VEH			fees, and templates.		
2017-MVP22	Vehicle No. 83	Police	Completed	February	
2017-MVP18		Dump/Plow Truck	Ordered, receipt anticipated in 2024	Tebruary	
2022-MVP1	a vernicie ivo. 24	Concrete Grinder	Completed	September	
2022-MVP2	Trailer No. 53	Public Works	Completed	October	
2022-MVP3	Trailer No. 55	Public Works	Completed	September	
2022-MVP4	Mower No. 39	Public Works	Attachment only- Completed	September	
BUILDING PI	ROPERTY, EQUIPMEN	NT (B)	, i	•	
2018-B14	Fire: Rehab 815 Rep		Completed		
2020-B4a	DPW: Facility Desig		Preparing bid package		
	Building: Library Ph		Executed contract for grant portion of project.		
2017-B10		ffice & Training Area	Council approved; in progress		
2017 B10 2018-B15	Fire: Sprinkler Syste		Council approved; in progress		
2018-B20	Fire: Carpet Replacement for Station 1		Council approved; in progress		
2018-B25	Police: In-Car Digita		Completed	January	
2018-B23a	Cedar/127 Corridor Sub-area Plan		Moved to next FY	,	
2018-B23b	Kipp Road/Temple Street Sub-Area Plan		Results will be presented to PC and CC in May.		
2019-B2b	City Hall Renovations: Phase 1 /Carpet		Moved to next FY		
2020-B4b	Public Works: Facili	ty Construction	Moved to next FY		
2022-B1	Ordinance Update: Subdivision, Signs, S		Moved to next FY		

FY 2023-2024				
Project	Project Name/Description	Status	Completed	
STREETS, BRIDGES, SIGNALS(S)				
2017-S14/ 2017-U27	E Cherry St: S Rogers St to End	Anticipated to start in June. Impacted properties have been notified.		
2017-S16	Maple Street Bridge: Replacement	Preparing bids		
2019-S1/ 2023-U1	S Walnut Ct: W Columbia St to W Ash St	Construction began April 24. Impacted properties have been notified.		
2023-S1	E Cherry St South Alley: S Jefferson St to S Rogers St	Anticipated to start in June. Impacted properties have been notified.		

ACTIVE PROJECTS STATUS UPDATES (PROJECTS NOT COORDINATED BY THE CITY)

Project Name	Status
720 W. South Street All Saints Lutheran Church	The Planning Commission will hold a public hearing at their regular meeting on May 9, 2023, at 6:30 p.m. for a Special Use Permit and concurrent Preliminary and Final site plan approval for the creation of a private recreation facility consisting of a six-hole disc golf course.
440 S. Jefferson Street BAD Brewing Company LLC	The Planning Commission will consider a request at their regular meeting on May 9, 2023, at 6:30 p.m. for approval of a Final Site Plan Amendment to modify the conditions of the previously approved site plan by removing the curb and sidewalk requirement and allowing for the installation of bollards at both ends of the alley instead; and to reduce the footprint of the proposed bathroom structure.

City of Mason Master Plan

The City of Mason is updating the 20-Year Master Plan which serves as a guidebook to help elected officials and staff decide how to direct funding for infrastructure and services, and how to manage future growth based upon the community's vision.



The Draft Master Plan is now available for public review and feedback. You can find the document here:
Visit www.mason.mi.us/MasterPlan use the QR Code

City of Mason Park Designs

City Council adopted the Five-Year Parks, Recreation, and Non-Motorized Plan. In 2022, residents approved a millage to support improvements to our parks. Park Designs were the first step to identifying needs and prioritizing projects.

The Draft Park Designs are now available for public review and feedback. You can find the documents here: Visit www.mason.mi.us/Parks or use the QR Code



Guiding Principles for Draft Plan based on Community Input:



WELCOMING

Promote Mason as a welcoming and vibrant place.



CHARMING

Preserve Mason's neighborhoods and small-town charm.



SAFE

Provide safe infrastructure through the forward-thinking delivery of city services.

Example Draft
Park Design
based on
Community
Input:

(May take more than 10 years to complete.)



Deadline for feedback on Master Plan and Parks is Friday, May 26, 2023!



YOUR CITY. YOUR PLANS.

We are finalizing two plans that will shape the future of Mason and we want to hear from you by May 26, 2023!

MASTER PLAN/ PARKS PLAN OPEN HOUSE

See a brief overview of each plan, review drafts, and give feedback.

IN PERSON EVENTS

May 6- 7:00 a.m. to 11:00 a.m. at the Fire Station (Pancake Breakfast)

May 15- 5:00 p.m. to 7:00 p.m. at City Hall

ONLINE EVENTS (ZOOM)

May 19- noon **May 25-** 5:30 p.m.

Details on meeting access will be posted at www.mason.mi.us/MasterPlan Zoom meetings will be recorded and posted on same site.

Feedback comments on the plans are welcome, email: info@mason.mi.us

FOR MORE INFORMATION and TO SEE THE PLANS:

Visit: www.mason.mi.us/MasterPlan or www.mason.mi.us/Parks

Contact: Customer Service at 517.676.9155