



CITY OF OWOSSO PLANNING COMMISSION
Regular (VIRTUAL) Meeting
Monday, March 22, 2021 at 6:30 p.m.
AGENDA

City of Owosso is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/89317406419?pwd=V05Db1ZLWEVjdkV4K2h1T3M4Sk9sQT09>

Meeting ID: 893 1740 6419

Passcode: 079228

One tap mobile

+16465588656,,89317406419#,,,,*079228# US (New York)

+13017158592,,89317406419#,,,,*079228# US (Washington DC)

Dial by your location

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 893 1740 6419

Passcode: 079228

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA – March 22, 2021

APPROVAL OF MINUTES – February 22, 2021

PUBLIC HEARINGS: None

OLD BUSINESS: None

NEW BUSINESS:

- 1. Site Plan Review – Garden Center Addition to Gilberts Hardware at 113 W. Main St.**

OTHER BOARD BUSINESS

PUBLIC COMMENTS AND COMMUNICATIONS:

ADJOURNMENT

Next regular meeting will be on Monday, April 26, 2021 at 6:30 p.m.

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and recordings of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon seventy-two (72) hours' notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids or services should contact the City of Owosso by writing or calling the following: Amy Kirkland, City Clerk, 301 W. Main St, Owosso, MI 48867 (989) 725-0500. The City of Owosso website is: www.ci.owosso.mi.us

MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
VIRTUAL MEETING
Monday, February 22, 2021 – 6:30 P.M.

CALL TO ORDER: Chairman Wascher called the meeting to order at 6:30 p.m.
PLEDGE OF ALLEGIANCE: Recited
ROLL CALL: Recording Secretary Tanya Buckelew
MEMBERS PRESENT: Chairman Wascher, Vice-Chair Livingston, Secretary Fear,
Commissioners Jenkins, Law, Morris and Robertson
MEMBERS ABSENT: Commissioners Taylor and Yerian
OTHERS PRESENT: Amy Fuller, Assistant to the City Manager

APPROVAL OF AGENDA:
MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY COMMISSIONER ROBERTSON TO APPROVE THE AGENDA FOR February 22, 2021.

YEAS ALL. MOTION CARRIED.

APPROVAL OF MINUTES:
MOTION BY VICE-CHAIR LIVINGSTON SUPPORTED BY SECRETARY FEAR TO APPROVE THE MINUTES FOR THE January 25, 2021 MEETING.

YEAS ALL. MOTION CARRIED.

PUBLIC HEARINGS: NONE
OLD BUSINESS: NONE

NEW BUSINESS:

1. 2021 – 2027 CIP (CAPITAL IMPROVEMENT PLAN)

The plan requires approval from both the Planning Commission and City Council prior to the beginning of the budget process.

MOTION BY VICE-CHAIR LIVINGSTON SUPPORTED BY COMMISSIONER MORRIS TO APPROVE THE 2021 – 2027 CIP (CAPITAL IMPROVEMENT PLAN)

YEAS: COMMISSIONERS JENKINS AND LAW, VICE-CHAIR LIVINGSTON,
COMMISSIONERS MORRIS AND ROBERTSON, SECRETARY FEAR AND
CHAIRMAN WASCHER

NAYS: NONE

RCV 7-0 MOTION CARRIED

OTHER BOARD BUSINESS: NONE

PUBLIC COMMENTS AND COMMUNICATIONS: NONE

ADJOURNMENT

MOTION BY COMMISSIONER ROBERTSON SUPPORTED BY VICE-CHAIR LIVINGSTON TO ADJOURN AT 6:40 P.M. UNTIL THE NEXT MEETING ON March 22, 2021.
YEAS ALL, MOTION CARRIED.

Janae L. Fear, Secretary

CITY OF OWOSSO, MICHIGAN

SITE PLAN REVIEW APPLICATION AND CHECKLIST

P2021-002

02/26/2021

Approval of the site plan is hereby requested for the following parcel(s) of land in the City of Owosso. This application is submitted with three (3) copies of the complete site plan and payment of the appropriate review fees. Applicant shall also submit a digital version of the site plan to the community development director. Application must be filed least 25 days prior to a scheduled planning commission meeting for staff review and proper notices.

Accompanying any site plan required hereunder, the applicant shall provide from a licensed engineer soil borings at the proposed construction site to ascertain bearing capacity of foundations soils at the time of footing excavation to certify such soil conditions meet or exceed design capacity of the foundation to support the proposed structure. These requirements shall comply with policies of the City of Owosso, copies of which can be obtained from the Building Department.

The attached checklist has been completed to certify the data contained on the site plan. If the required data has not been provided, the appropriate box has been checked with a statement of explanation on why the data has not been provided. I understand that if my site plan is deemed to be incomplete, it may be returned by the City for revisions without being forwarded to the Planning Commission for consideration, until such time as the requirements have been adequately met. By signing this application, the applicant hereby grants full authority to the City of Owosso, its agents, employees, representatives and/or appointees to enter upon the undersigned lands/parcel(s) for the purposes of inspection and examination.

Application Filed On: _____

Application Transmitted by City On: _____

Property Details:

1. Name of Proposed Development: Gilberts Hardware Garden Center Addition
2. Property Street Address: 113 W. Main Street
3. Location of Property: On the (north, south, east, west side) of South side of Main St.
Street, between Ball St. and Washington St.
Streets.
4. Legal Description of Property: See Plan Parcel # 050-470-026-009-00
5. Site Area (in acres and square feet): 0.11 Acres (4,915 Sq. Ft.)
6. Zoning Designation of Property: B-3 Central Business District

Ownership:

1. Name of Title/Deed Holder: William Gilbert
2. Address: 113 W. Main St., Owosso, MI 48867
3. Telephone No: 989-723-2330
4. Fax No: _____
5. Email address: billgilbert515@gmail.com

Applicant:

1. Applicant (If different from owner above): Perrin Construction Co., Inc.
2. Address: 8888 E. Lansing Rd., Durand, MI 48429
3. Telephone No: 989-288-6046
4. Fax No: 989-288-2731

SITE PLAN REVIEW CHECKLIST

Check the appropriate line. If item is marked as 'not provided', attach detailed explanation.

Item	Provided	Not Provided
1. Site location Map.	✓	
2. North arrow, scale (one (1) inch equals fifty (50) feet if the subject property is less than three (3) acres and one (1) inch equals one hundred (100) feet if three (3) acres or more.	✓	
3. Revision dates.	✓	
4. Signature and Seal of Architect/Surveyor/Engineer.		
5. Area of site (in acres and square feet).	✓	
6. Boundary of the property outlined in solid line.	✓	
7. Names, centerline and right-of-way widths of adjacent streets.	✓	
8. Zoning designation of property.	✓	
9. Zoning designation and use of adjacent properties.	✓	
10. Existing and proposed elevations for building(s) parking lot areas and drives.	✓	
11. Direction of surface water drainage and grading plan and any plans for storm water retention/detention on site.	✓	
12. Required setbacks from property lines and adjacent parcels.	✓	
13. Location and height of existing structures on site and within 100 feet of the property.	✓	
14. Location and width of existing easements, alleys and drives.	✓	
15. Location and width of all public sidewalks along the fronting street right-of-way and on the site, with details.	✓	
16. Layout of existing/proposed parking lot, with space and aisle dimensions.	✓	
17. Parking calculations per ordinance.	✓	
18. Location of all utilities, including but not limited to gas, water, sanitary sewer, electricity, telephone.	✓	
19. Soil erosion and sedimentation control measures during construction.		
20. Location and height of all exiting/proposed fences, screens, walls or other barriers.	✓	
21. Location and details of dumpster enclosure and trash removal plan.		
22. Landscape plan indicating existing/proposed trees and plantings along frontage and on the site.	✓	
23. Notation of landscape maintenance agreement.	EXISTING	
24. Notation of method of irrigation.	"	
25. Lighting plan indicating existing/proposed light poles on site, along site's frontage and any wall mounted lights.	"	
a. Cut-sheet detail of all proposed light fixtures.	"	
26. Architectural elevations of building (all facades). Identifying height, Materials used and colors.	✓	
27. Existing/proposed floor plans.	✓	
28. Roof mounted equipment and screening.	N/A	
29. Location and type of existing/proposed on-site signage.	✓	
30. Notation of prior variances, if any.		
31. Notation of required local, state and federal permits, if any.		

32. Additional information or special data (for some sites only)

- a. Environmental Assessment Study.
- b. Traffic Study. Trip Generation.
- c. Hazardous Waste Management Plan.

_____	_____
_____	_____
_____	_____

33. For residential development: a schedule indicating number of dwelling units, number of bedrooms, gross and usable floor area, parking provided, total area of paved and unpaved surfaces.

<u>N/A</u>	_____
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34. LLC establishments must have a current Plan of Operation.

<u>YES</u>	_____
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35. Is property in the floodplain?

<u>NO</u>	_____
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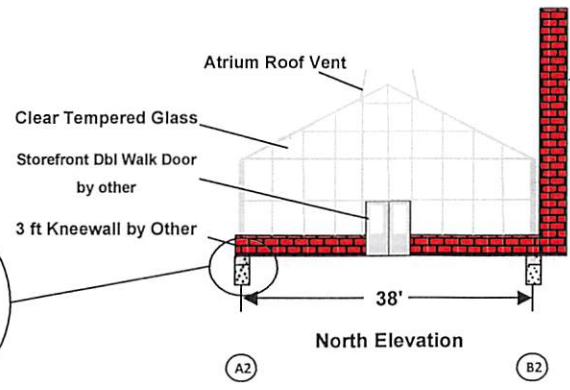
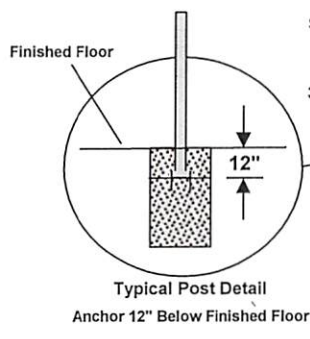
36. Will this require MDEQ permitting?

<u>NO</u>	_____
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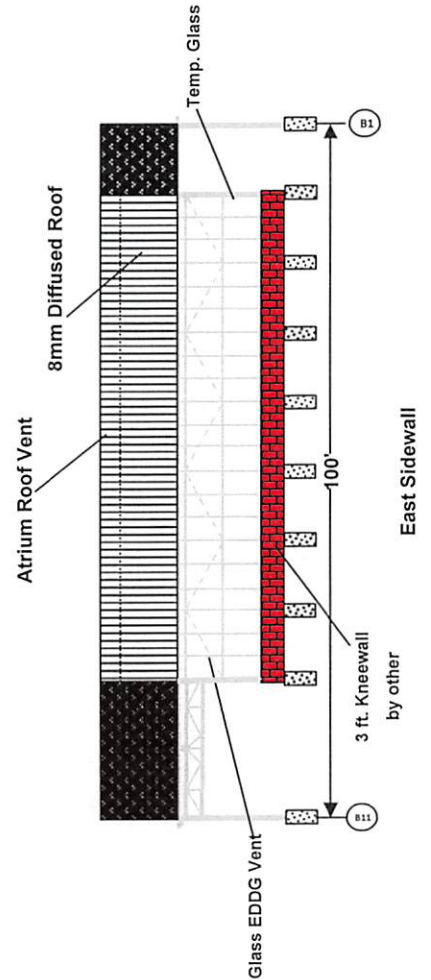
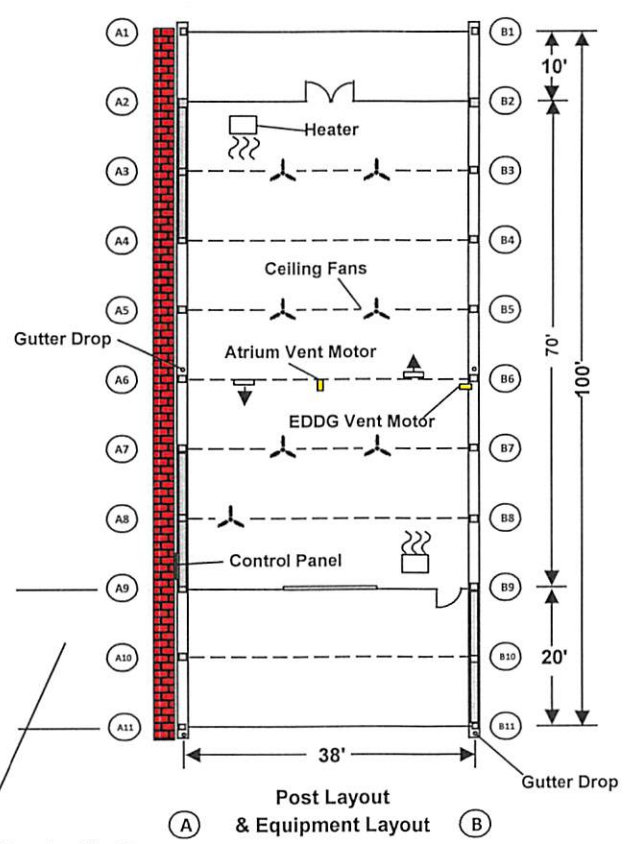
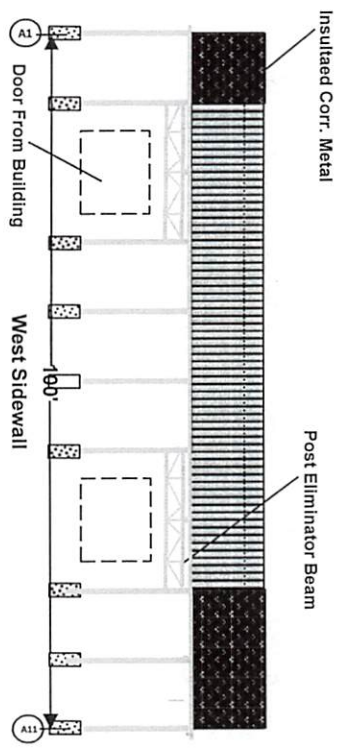
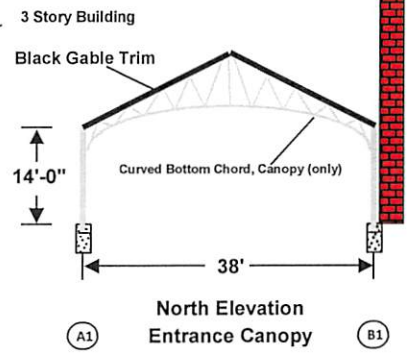
37. Performance Bond – when required.

_____	_____
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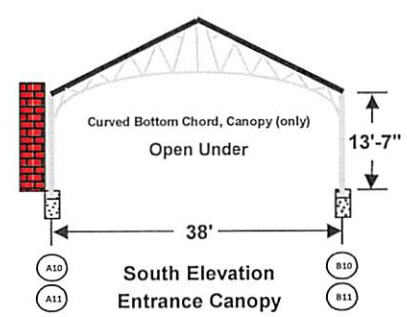
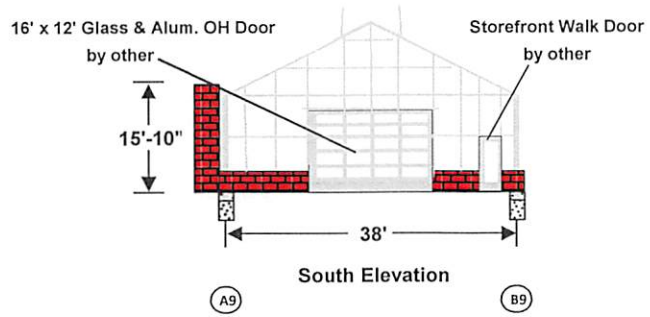
*Additional data deemed necessary to enable to completion of an adequate review may be required by the Planning Commission, City and/or its consultants.

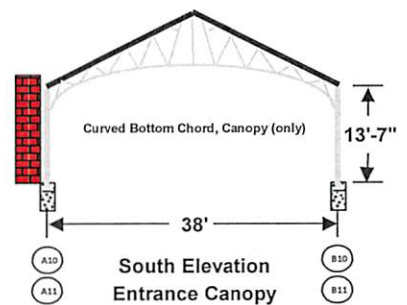
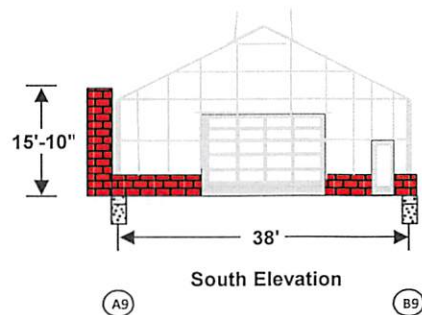
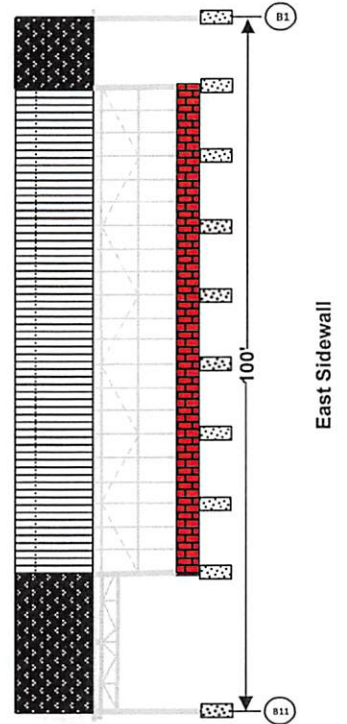
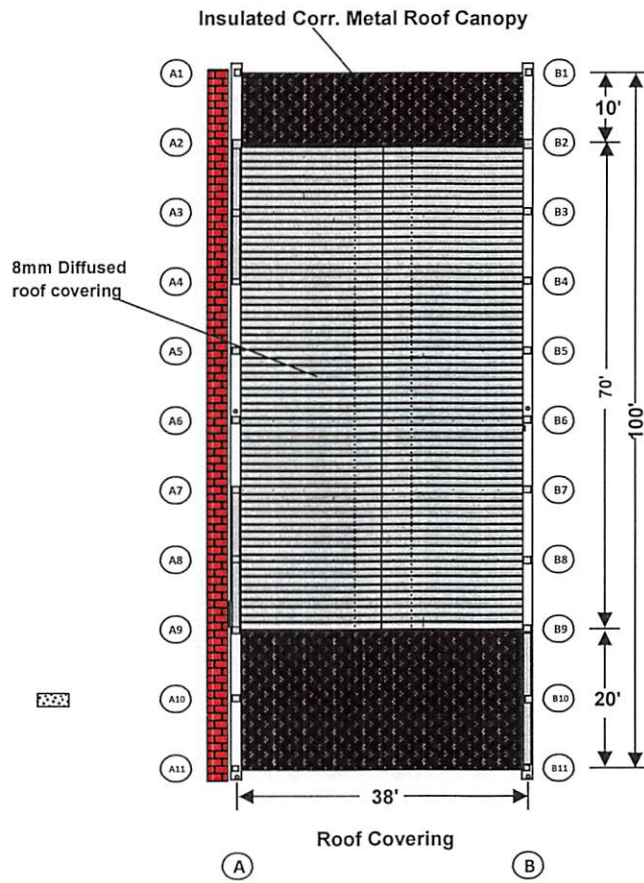
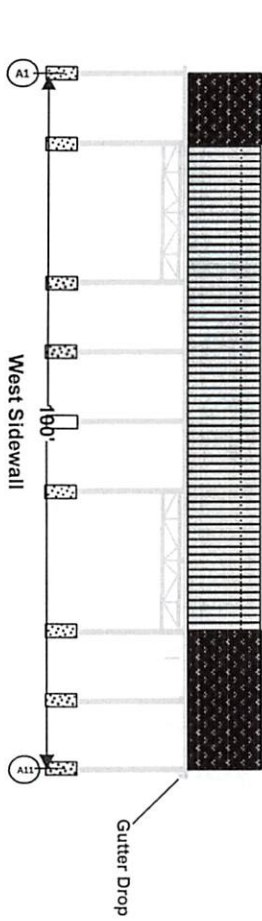
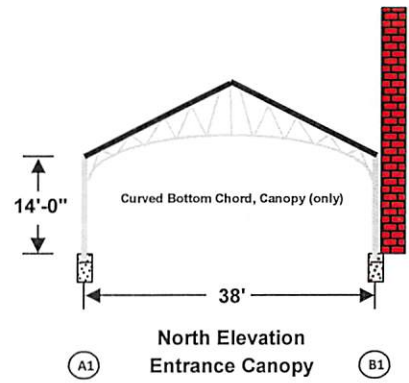
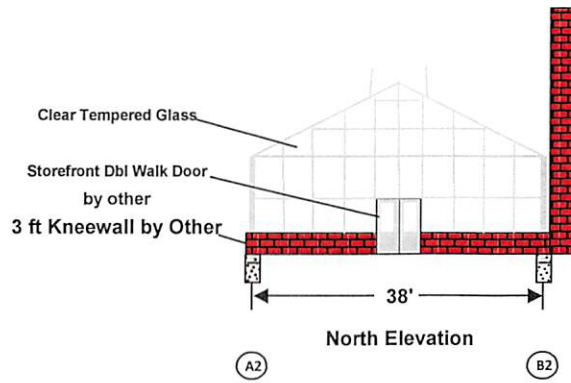


Gilbert Hardware - Owosso, MI



This last 20' section of wall is 15'-10" tall. Gutter Flashing over to wall by others.





GILBERT'S HARDWARE & APPLIANCE

113 W. MAIN STREET
OWOSSO, MICHIGAN 48867



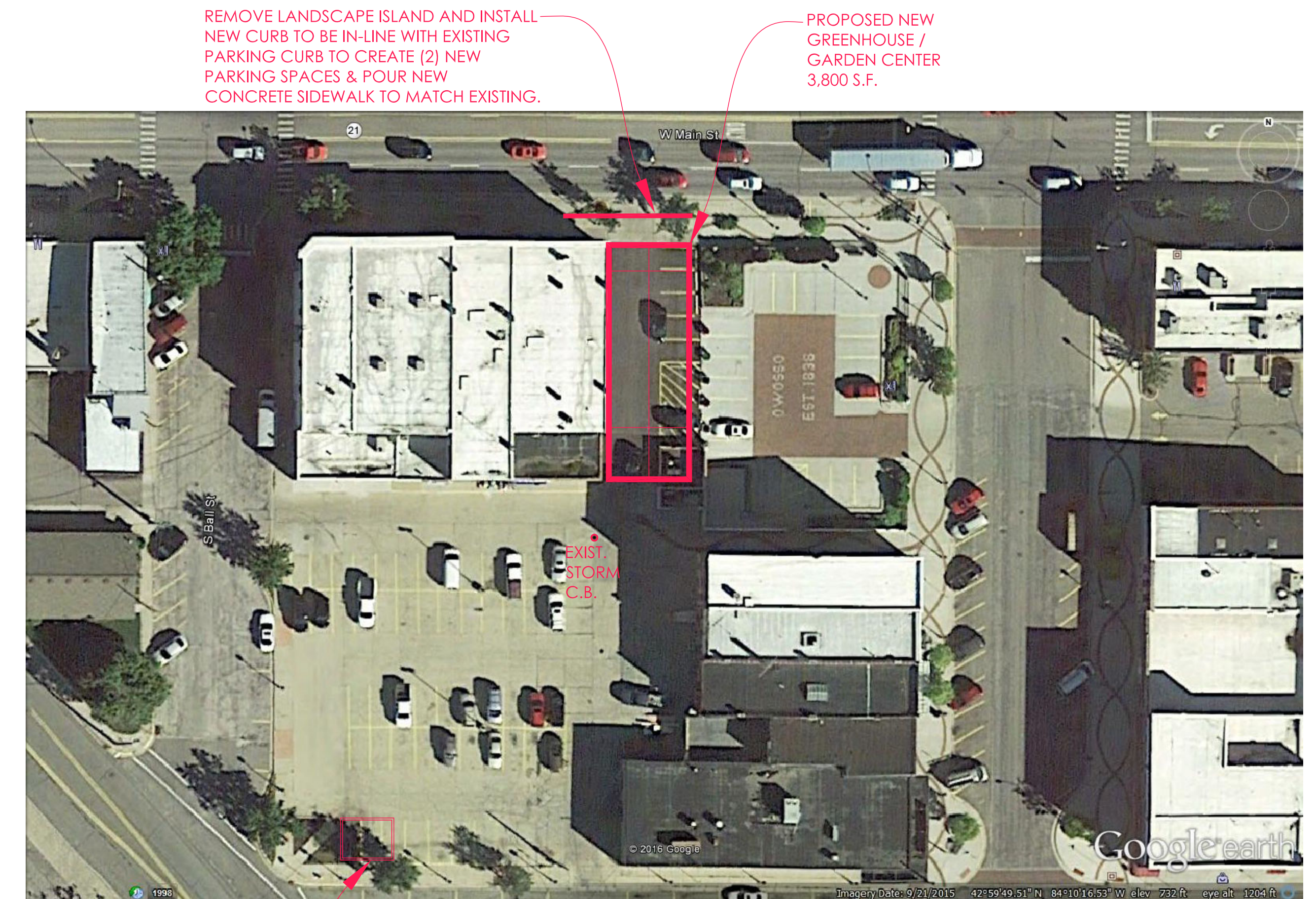
LOCATION OF PROPOSED NEW GARDEN CENTER

INSTALL NEW CURB & GUTTER PER MDOT & CITY OF OWOSSO REQUIREMENTS.

EXISTING NORTH ELEVATION



PROPOSED NEW GARDEN CENTER

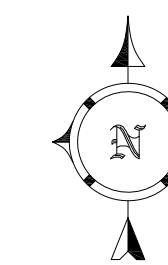


REMOVE LANDSCAPE ISLAND AND INSTALL NEW CURB TO BE IN-LINE WITH EXISTING PARKING CURB TO CREATE (2) NEW PARKING SPACES & POUR NEW CONCRETE SIDEWALK TO MATCH EXISTING.

PROPOSED NEW GREENHOUSE / GARDEN CENTER 3,800 S.F.

EXIST. STORM C.B.

DUMPSTER TO BE RELOCATED TO SOUTH-WEST CORNER OF PARKING LOT TO A COMMUNITY DUMPSTER ENCLOSURE PER JOSH ADAMS, DDA.



OVERALL SITE
SCALE: NONE

GENERAL NOTES:

- ALL MATERIALS AND CONSTRUCTION METHODS FOR THIS PROJECT SHALL CONFORM WITH THE REQUIREMENTS OF ALL GOVERNING AGENCIES HAVING JURISDICTION (LOCAL, COUNTY, STATE) UNLESS OTHERWISE NOTED. CONSTRUCTION MATERIALS SHALL COMPLY WITH THE LATEST EDITION OF THE STATE OF MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION AND PROJECT SPECIFICATIONS. IN CASE OF DISCREPANCIES BETWEEN REQUIREMENTS, THE MOST STRINGENT SHALL APPLY.
- PROVIDE ADEQUATE BARRICADES AT DRIVES, ENTRANCES, EXCAVATIONS AND OTHER OPENINGS TO KEEP OUT UNAUTHORIZED PERSONS AND FOR PUBLIC SAFETY AND TRAFFIC CONTROL. SAFETY PROVISIONS OF APPLICABLE LAWS INCLUDING REQUIREMENTS SET FORTH BY OSHA SHALL BE OBSERVED AT ALL TIMES. BARRICADES LEFT IN PLACE AT NIGHT SHALL BE LIGHTED.
- NO EQUIPMENT OR MATERIAL STORAGE IS PERMITTED WITHIN THE ROAD RIGHT-OF-WAY.
- CONTRACTOR'S MANNER AND METHOD OF INGRESS AND EGRESS WITH RESPECT TO THE PROJECT AREA SHALL IN NO WAY PROHIBIT OR DISTURB NORMAL PEDESTRIAN OR VEHICULAR TRAFFIC IN THE VICINITY AND IS SUBJECT TO REGULATION AND WRITTEN APPROVAL OF APPROPRIATE GOVERNING AGENCIES.
- RESTORE ALL STREET SURFACES, DRIVEWAYS, CULVERTS, ROADSIDE DRAINAGE DITCHES AND OTHER PUBLIC OR PRIVATE STRUCTURES THAT ARE DISTURBED OR DAMAGED AS A RESULT OF CONSTRUCTION ACTIVITIES TO A CONDITION EQUAL TO OR BETTER THAN EXISTING CONDITIONS AND TO THE SATISFACTION OF THOSE HAVING JURISDICTION.
- CONTRACTOR SHALL PULL SOIL EROSION CONTROL PERMIT FROM GOVERNING AGENCY AND SET TEMPORARY EROSION CONTROL MEASURES AS INDICATED ON THESE DOCUMENTS PRIOR TO BEGIN OF ANY DEMOLITION OR EARTHWORK.
- THE CONTRACTOR SHALL NOTIFY MISS DIG (811) THREE (3) WORKING DAYS PRIOR TO STARTING ANY EXCAVATION WITH POWER EQUIPMENT.
- THE CONTRACTOR IS RESPONSIBLE TO PROVIDE ALL CONSTRUCTION LAYOUT AND GRADE ELEVATIONS FOR THEIR WORK IN ACCORDANCE WITH DATA SHOWN ON DOCUMENTS.
- VERIFY EXACT LOCATION OF UNDERGROUND UTILITIES PRIOR TO BEGIN OF CONSTRUCTION. REPORT ANY DISCREPANCIES TO THE ENGINEER.
- EXCAVATED AREAS WITHIN PROPOSED BUILDING AND PAVEMENT AREAS SHALL BE BACKFILLED TO FINISHED SUBGRADE ELEVATION WITH STRUCTURAL FILL (MDOT CLASS II SAND). THE SAND SHALL BE COMPACTED IN CONTINUOUS LAYERS NOT EXCEEDING 8 INCH LOOSE LIFTS. COMPACTED TO 95 PERCENT OF MAXIMUM DENSITY IN ACCORDANCE WITH ANSI / ASTM D 1557 MODIFIED PROTOR.
- NO NEW EXTERIOR LIGHTING IS PROPOSED.

SCOPE OF WORK

The existing parking area to be removed and provide concrete footings, brick base and new concrete floor.

(2) New Floor Drains and downspouts inside the Garden Center to be tied to the existing underground Storm Water management system.

Height of New Garden Center side wall to be 14' with brick base to match existing building. Existing building height is approx. 28'. Structure by Nexus Greenhouse Systems.

North elevation will have Double entry doors & South elevation will have (1) 16' x 12' overhead door and a 3' x 7' pass door.

Electrical will be tied into the existing system per code.

Sidewalk, Curb and Gutter to comply with MDOT and City of Owosso requirements.

UTILITY WARNING

UNDERGROUND UTILITY LOCATIONS, AS SHOWN, ARE APPROXIMATE AND HAVE NOT BEEN FIELD LOCATED.



TOLL FREE: 800.482.7171

THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF AND/OR RELOCATION OF ALL UTILITIES THAT MAY INTERFERE WITH CONSTRUCTION.

LEGAL DESCRIPTION

113 WEST MAIN STREET, OWOSSO, MI 48867
PARCEL # 050-470-026-009-00

W. 44.68' OF LOTS 3 & 4 (EX S. 20' OF LOT 3)
BLK 26 ORIGINAL PLAT

ZONED: B-3 - CENTRAL BUSINESS
ALL ADJACENT LOTS: B-3

SETBACKS REQUIRED:
FRONT - None
SIDE - None
REAR - None

PARKING REQUIRED: FURNITURE & APPLIANCE STORE - 1 PER 800 SF OF USABLE AREA = 16,788 SF / 800 = 21 SPACES

EXISTING PARKING SPACES PROVIDED = 54 INCLUDING 2 HC SPACES

LOADING/ UNLOADING SPACE 10' x 50' PROVIDED

APPROVAL AGENCIES

COMMUNITY PLANNING & ZONING
CITY OF OWOSSO
301 West Main St.
Owosso, Michigan 48867
Phone: (989) 725-0568
Planning & Zoning:

BUILDING DEPARTMENT
CITY OF OWOSSO BLDG DEPT.
301 West Main St.
Owosso, Michigan 48867
Phone: (989) 725-0540
Building Official: Mr. Brad Hissong

HISTORIC DISTRICT COMMISSION
CITY OF OWOSSO
301 West Main St.
Owosso, Michigan 48867
Phone: (989) 494-3344
Contact: Mr. Josh Adams

PROJECT TEAM

OWNER
GILBERT'S HARDWARE & APPLIANCE
113 W. Main St., Owosso, MI 48867
Contact: Mr. Bill Gilbert
Phone: (989) 723-2330

CONTRACTOR
PERRIN CONSTRUCTION CO., INC.
8888 E. Lansing Rd., Durand, MI 48429
Contact: Mr. Scott Perrin
Phone: (989) 288-6046
e-mail: info@perrinconstructionco.com

STRUCTURAL ENGINEER
CONN ENGINEERING
107 N. Bridge St., Linden, MI 48451
Contact: Mr. Brandon Raudebaugh
Phone: (810) 458-4350

SCHEDULE OF DRAWINGS

- | | | | | | | |
|----|------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| C1 | SITE PLAN | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| A1 | PRELIMINARY FLOOR PLAN | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

SITE PLAN

GILBERT'S HARDWARE
113 W. MAIN ST.
OWOSSO, MI 48867

PERRIN CONSTRUCTION CO., INC. 8888 EAST LANSING RD. DURAND, MI 48429	REV	DATE
		FEBRUARY 26, 2021
	REVISED	MARCH 8, 2021

PERRINCONSTRUCTION

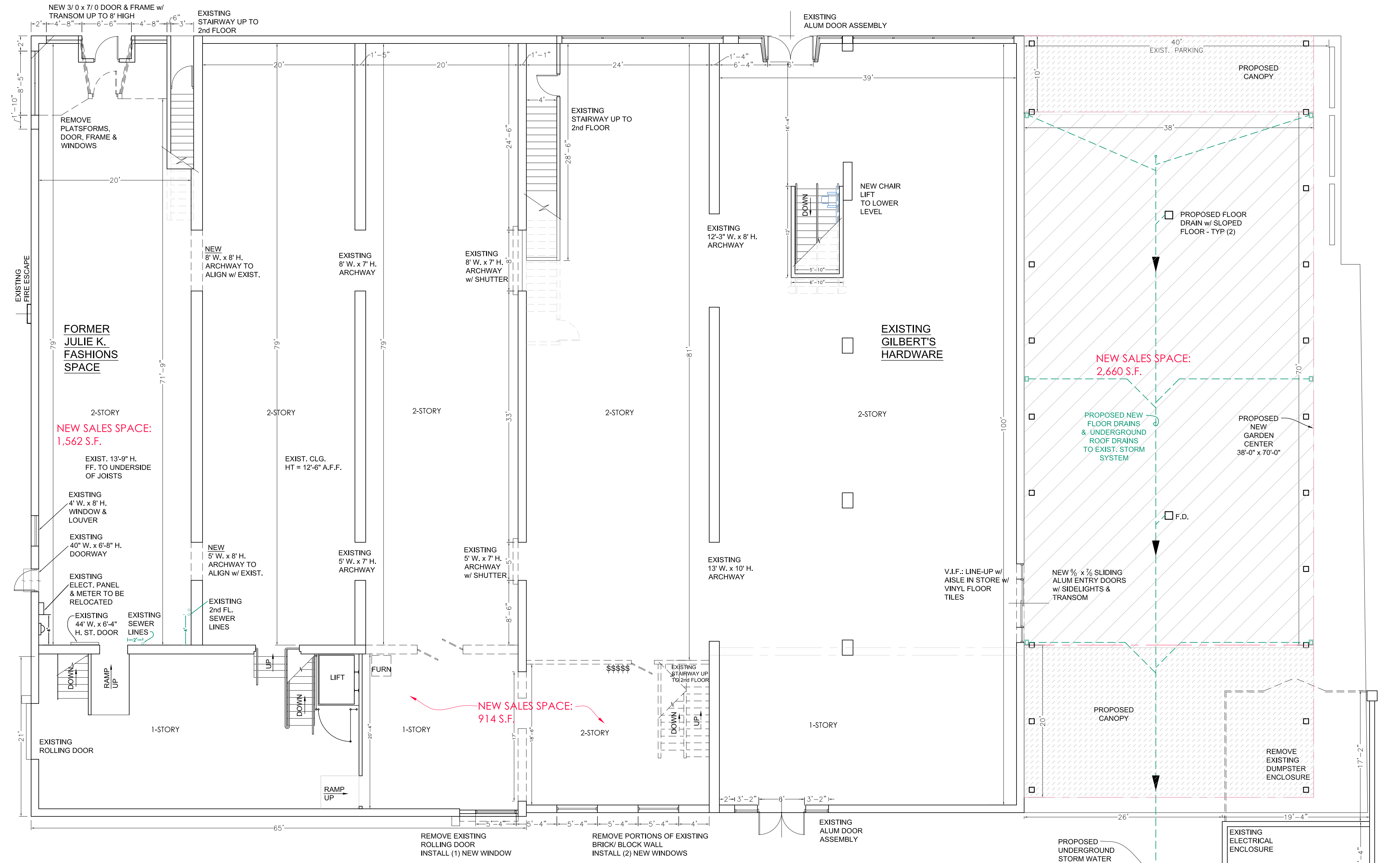
COPYRIGHT 2021 ©	JOB NO: 20 625	DRAWING NUMBER: C1
DRAWN BY: JW	FILE LOCATION: WPPfiles	SCALE: as noted

PRELIMINARY
Not for Construction

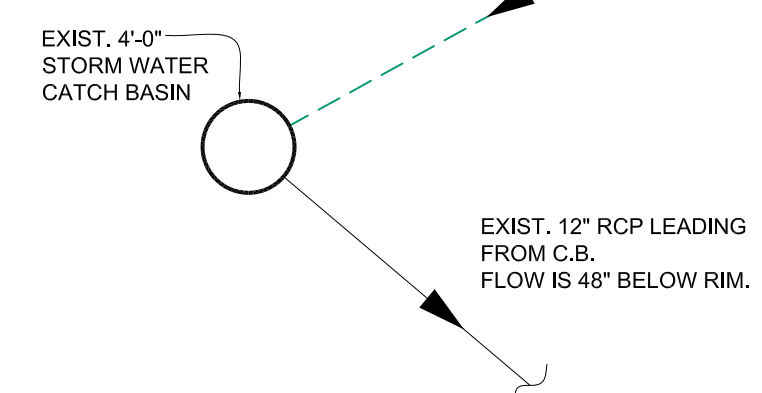
HISTORIC DISTRICT REVIEW
02-28-2021
PLANNING COMMISSION REVIEW
02-28-2021
CITY ENG COMMENTS
03-08-2021

W. MAIN STREET

S. BALL STREET



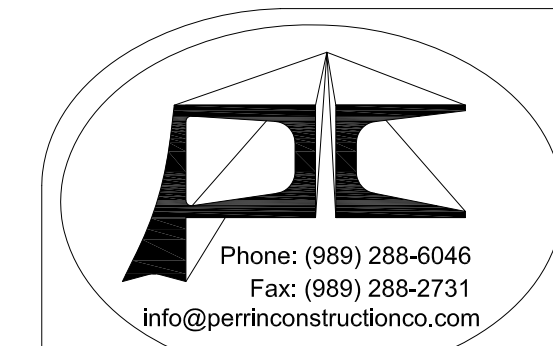
OVERALL BUILDING PLAN
SCALE: 1/8"=1'-0"



FLOOR PLAN

GILBERT'S HARDWARE
113 W. MAIN ST.
OWOSSO, MI 48867

PERRIN CONSTRUCTION CO., INC. 8888 EAST LANSING RD. DURAND, MI 48429	REV	DATE	MARCH 8, 2021
PERRINCONSTRUCTION			



COPYRIGHT 2021 ©		JOB NO.	20 625	DRAWING NUMBER	A1
DRAWN BY	JW	FILE LOCATION	WPFiles	SCALE	as noted



March 12, 2021

Planning Commission
City of Owosso
301 W. Main Street
Owosso, Michigan 48867

Subject: **113 W Main Street, Gilbert's Hardware Site Plan Review.** Located on the south side of Main, adjacent to the municipal parking lot at Washington Street. Zoned B-3, Central Business.

Attention: Mr. Nathan Henne, City Manager and Mr. Brad Hissong, Building Official

Dear Planning Commissioners:

At your request, we have completed our review of the above site plan to construct a 3,800 sf attached greenhouse addition. The greenhouse will be 38' x 70' and will be attached to the east side of the existing building. The existing loading space on the east side of the building will be relocated to the rear of the facility and the applicant is proposing a new canopy that appears to cover the existing dumpster.

The addition will also impact 6 parking spaces which can be accommodated at the rear of the property. remainder of the site will remain unchanged and currently meets ordinance requirements. The property is currently zoned B-3, Central Business, where this use is a permitted land use.

The opinions in this report are based on a review of the site plan submitted by the applicant and conformance to ordinance standards. Please note that the applicant and their design professionals shall be responsible for the accuracy and validity of information presented with the application. In reaching a decision on the application, the Planning Commission should consider our comments along with those from other staff and consultants, additional information provided by the applicant, and your own findings based on ordinance standards as part of your deliberation.

REVIEW COMMENTS

Section 36-390 of the City of Owosso Zoning Ordinance lists the submittal requirements for site plan review. Based on our review of the proposal, discussions with Mr. Nathan Henne, City Manager, meetings with the applicant and a visit to the site, we offer the following comments

for your consideration:

1. Information items. The site plan meets the informational requirements of the ordinance.

2. Area and Bulk. The proposed site was reviewed in accordance with *Article 16, Schedule of Regulations*, as described in the following table.

	Required	Provided	Comments
113 W. Main Street (B-3 ZONING)			
Front Yard Building Setback	0 ft	10 ft	In compliance
Side Yard Building Setback	0 ft.	5 ft	In compliance
Rear Yard Building Setback	0 ft.	20 ft.	In compliance
Maximum Building Height	35 ft.	25 ft +-	In compliance, but must be clearly shown and verifiable on the site plan

3. Building Design & Materials. The ordinance states that durable building materials which provide an attractive, quality appearance must be utilized. **The structure will be primarily steel and tempered glass according to plans, which is acceptable per the Zoning Ordinance.**

4. Building Height. The proposed building complies with the maximum building height.

5. Mechanical Units. No new mechanical units are proposed on the plan as shown. **If new mechanical units are proposed, they must be indicated on the plan as well as the proposed screening.**

6. Dumpster. **The proposed dumpster enclosure appears to be moving on the plan as a result of a new canopy. The new location and screening will need to be clarified by the applicant for Planning Commission approval, unless the location is remaining the same.**

7. Parking Lot Requirements. **While the applicant is removing 5-6 existing spaces to accommodate the building addition, the remaining space still provide enough parking to meet the ordinance requirements, which is 21 spaces. The lot has 54 existing spaces remaining plus to accessible spaces.**

8. Landscaping. The existing landscaping meets the ordinance requirements.

9. Other Approvals. The proposed site plan must be reviewed and approved by the appropriate city departments, consultants, and agencies.

RECOMMENDATION

Based upon the above comments, **we recommend approval of the 113 W. Main Street Site Plan for Gilbert's Hardware to construct a new greenhouse building addition utilizing steel and glass materials, conditioned upon the following:**

1. Submission of a revised site plan that satisfactorily addresses the items in this letter (dumpster enclosure and any proposed mechanical units), for administrative review and approval; and
2. Review and approval by the appropriate city departments (building, engineering...), consultants, and agencies prior to the issuance of a building permit.

If you have any further questions, please contact us at 810-734-0000.

Sincerely,

CIB Planning



Justin Sprague
Vice President