



**CITY OF OWOSSO  
PLANNING COMMISSION  
Regular Meeting**

Monday, August 26, 2019 at 6:30 p.m.  
Council Chambers – Owosso City Hall  
301 W. Main Street, Owosso, MI 48867

**AGENDA**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA – August 26, 2019

APPROVAL OF MINUTES – July 22, 2019

PUBLIC HEARING: None

OLD BUSINESS:

1. Sign Ordinance Review

NEW BUSINESS:

1. Site Plan Review – 501 W Main St (116 S. M-52) – Pizza Place/Car Wash
2. Set Public Hearing for Recreational Marijuana Discussion
3. Set Public Hearing for Administrative Site Plan Review and Sign Ordinances
4. Master Plan Update

OTHER BOARD BUSINESS

PUBLIC COMMENTS AND COMMUNICATIONS

ADJOURNMENT

Next regular meeting will be on Monday, September 23, 2019

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](http://www.ci.owosso.mi.us)

**MINUTES  
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION  
COUNCIL CHAMBERS, CITY HALL  
MONDAY, JULY 22, 2019 – 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:** Tanya Buckelew

**MEMBERS PRESENT:** Chairman Wascher, Vice-Chair Livingston, Secretary Janae Fear, Commissioners Law, Taylor and Yerian

**MEMBERS ABSENT:** Commissioners Adams, Kirkland and Jenkins

**OTHERS PRESENT:** City Manager Nathan Henne, Kelly McIntyre, CIB Planning

**APPROVAL OF AGENDA:**  
**MOTION BY SECRETARY FEAR, SUPPORTED BY VICE-CHAIR LIVINGSTON TO APPROVE THE AGENDA FOR JULY 22, 2019.**

**YEAS ALL. MOTION CARRIED.**

**APPROVAL OF MINUTES:**  
**MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY SECRETARY FEAR TO APPROVE THE MINUTES FOR THE MAY 28, 2019 MEETING.**

**YEAS ALL. MOTION CARRIED.**

**PUBLIC HEARINGS:** NONE

**OLD BUSINESS:** NONE

**NEW BUSINESS:**

**1. Administrative Site Plan Ordinance Review**

The City does not have any means to approve minor site plans at the staff level like other communities. Having this ability would streamline the process for small projects by precluding the need to have a full Planning Commission site plan review. This ordinance amendment to Sec. 38-390 – Site Plan Review - would streamline the process and satisfy a small portion of our Redevelopment Ready Community certification efforts.

Summary of the changes:

1. New construction of any permitted non-residential or multi-family development that is less than 2000 sq. ft.
2. Construction of an addition less than 2000 sq. ft. in a non-residential district
3. Construction of expansion of an impervious surface less than 5000 sq. ft.
4. Changes in use from a non-conforming use to a more conforming use
5. A vacant existing building or site to be re-occupied by a use permitted and will not require any significant changes in existing site facilities such as parking, landscaping, lighting, or sidewalks
6. Installation of pavement or curbing improvements provided the number of spaces remain constant and the plans and construction are approved by the City Engineer
7. Relocation of a waste receptacle or screening around the waste receptacle

8. Accessory structures in non-residential districts
9. Temporary uses, sales, and seasonal events
10. Erection of a tower, antenna, or other community facility, essential public service building.
11. Minor revisions to an approved site plan limited to:
  - a. Changes to façade or architectural features
  - b. Alterations/substitutions/expansions of approved landscaping areas consistent with the other requirements of the Ordinance

Site plan application and submittal requirements are required for administrative site plan approval.

**MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY COMMISSIONER LAW TO FORWARD SEC. 38-390 – SITE PLAN REVIEW ORDINANCE AMENDMENTS TO THE CITY COUNCIL WITH THE RECOMMENDATION TO REVIEW AND ADOPT AMENDMENTS.**

**RCV YEAS ALL. MOTION CARRIED.**

**2. Sign Ordinance Review**

CIB Planning presented proposed amendments to Chapter 26 – Signs. The proposed sign ordinance edits: re-organize the existing ordinance content; propose and expand ordinance definitions; revise the sign application and review process; expand prohibited signs; add provisions for temporary signs, nonconforming signs, and authority for a Sign Zoning Board of Appeals; clearly illustrate how to measure sign; and expand each district section.

Further discussion and direction from the Planning Commission as follows:

1. Razor flags/pennant signs and streamers/festoons:
  - Allow these types of signs on a temporary basis up to 30 days
  - Use feather flag instead of razor flag to be consistent
  - Add pictures of these types of signs to the ordinance for a visual clarification
2. Pole signs:
  - Pole signs were inadvertently removed from the current ordinance
  - Planning Commission would like to add them back in to be an allowable type of sign
3. Electronic messaging signs:
  - Allow for electronic messaging signs
  - Allowed up to 50% of the entire sign
4. Murals:
  - Allow murals for art not advertising
  - Can't contain letters or numbers
5. CIB Planning will return to the August meeting with a revised draft based on the Planning Commission recommendations

**3. Recreational Marijuana Emergency Rules Discussion**

City Council passed a moratorium resolution regarding recreational marijuana facilities in order to give LARA time to release the state's rules regarding facility regulation. On July 3, 2019, the state released the emergency rules for recreational facilities. Final rules are expected to be released before the December 6, 2019 deadline.

A summary of the emergency rules was presented to the board and discussion followed. The general consensus was to go forward with a recreational marijuana ordinance and have it be a

mirror of the current medical marihuana ordinance. Questions were posed to the City Manager who will obtain the answers and return to the next meeting with additional information.

**OTHER BOARD BUSINESS: NONE**

**PUBLIC COMMENTS AND COMMUNICATIONS: NONE**

**ADJOURNMENT**

**MOTION BY COMMISSIONER TAYLOR, SUPPORTED BY COMMISSIONER LAW TO ADJOURN AT 8:30 P.M. UNTIL THE NEXT MEETING ON AUGUST 26, 2019.**

**YEAS ALL, MOTION CARRIED.**

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Janae L. Fear, Secretary

DRAFT



# CIB PLANNING

Community Image Builders

August 22, 2019

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

**Subject: 501 W. Main (116 S M-52 noted on plan) Site Plan Review.** Approximately 0.525 acres, located on the west side of M-52 near M-21. Zoned B-4, General Business.

**Attention:** Mr. Brad Hissong, Building Official

Dear Planning Commissioners:

At your request, we have completed our review of the above site plan redevelop a self-service car wash into a spec/commercial/retail building that will be roughly 1,722 total square feet. The building site will retain one drive-thru car wash, will consist of two leasable spaces, add landscaping to the southern property line, add a drive-thru window in the larger leasable space and make general parking lot improvements as part to the reconstruction of the site. The property is located on S. M-52, just south of the M-21 intersection. The property is currently zoned B-4, General Business, where retail uses are permitted land uses.

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
<b>501 W. Main/116 S. M-52 (B-4 ZONING)</b>			
<b>Front Yard Building Setback (King)</b>	15 ft.	18 ft.	In compliance
<b>Side Yard Building Setback</b>	0	7.	In compliance
<b>Rear Yard Building Setback</b>	10 ft.	38 ft.	In compliance
<b>Maximum Building Height</b>	30 ft.	17 ft.	In compliance

**3. Building Design & Materials.** The ordinance states that durable building materials which provide an attractive, quality appearance must be utilized. The predominant material for the new building will be concrete block and EFIS/DRYVIT with metal panel accents along the top of the building. We believe this does not meet the intent of the ordinance to materials that provide an attractive and quality appearance. We would like to see a decorative mason unit such as brick or other mason material instead of CMU block and a significant reduction of the amount of EFIS being utilized. EFIS should only be utilized as an accent material.

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

**5. Mechanical Units.** No new mechanical units are proposed

**6. Dumpster.** A dumpster already exists on site and will not be changing.

**7. Parking Lot Requirements.** The applicant is adding 12 parking spaces which is in compliance with the ordinance, but they have not provided a loading space, which is required for buildings exceeding 1,400 sf. Additionally, it is not clear what the vehicle stacking patterns will be on site for both the remaining car wash and the drive through window for the new proposed tenant space. We believe the applicant should provide this information to ensure there will be no vehicular conflicts on site, and that emergency vehicles such as fire trucks will still have access to and be able to circulate the site.

**8. Landscaping.** The applicant has prepared an acceptable landscape plan.

**11. 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 501 W. Main/116 S. M-52 Site Plan, conditioned upon the following:**

1. Submission of a revised site plan that satisfactorily addresses the items in this letter, for administrative review and approval;
2. Use of materials consistent with the ordinance that are acceptable to the Planning Commission;
3. The addition of a loading space as well as vehicular stacking patterns to ensure there will be no vehicular conflicts on the site and that emergency vehicles will have full access to the site; and

City of Owosso Planning Commission

**116 S. M-52 Site Plan Review**

August 22, 2019

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4. Review and approval by the appropriate city departments, consultants, and agencies.  
If you have any further questions, please contact us at 810-734-0000.

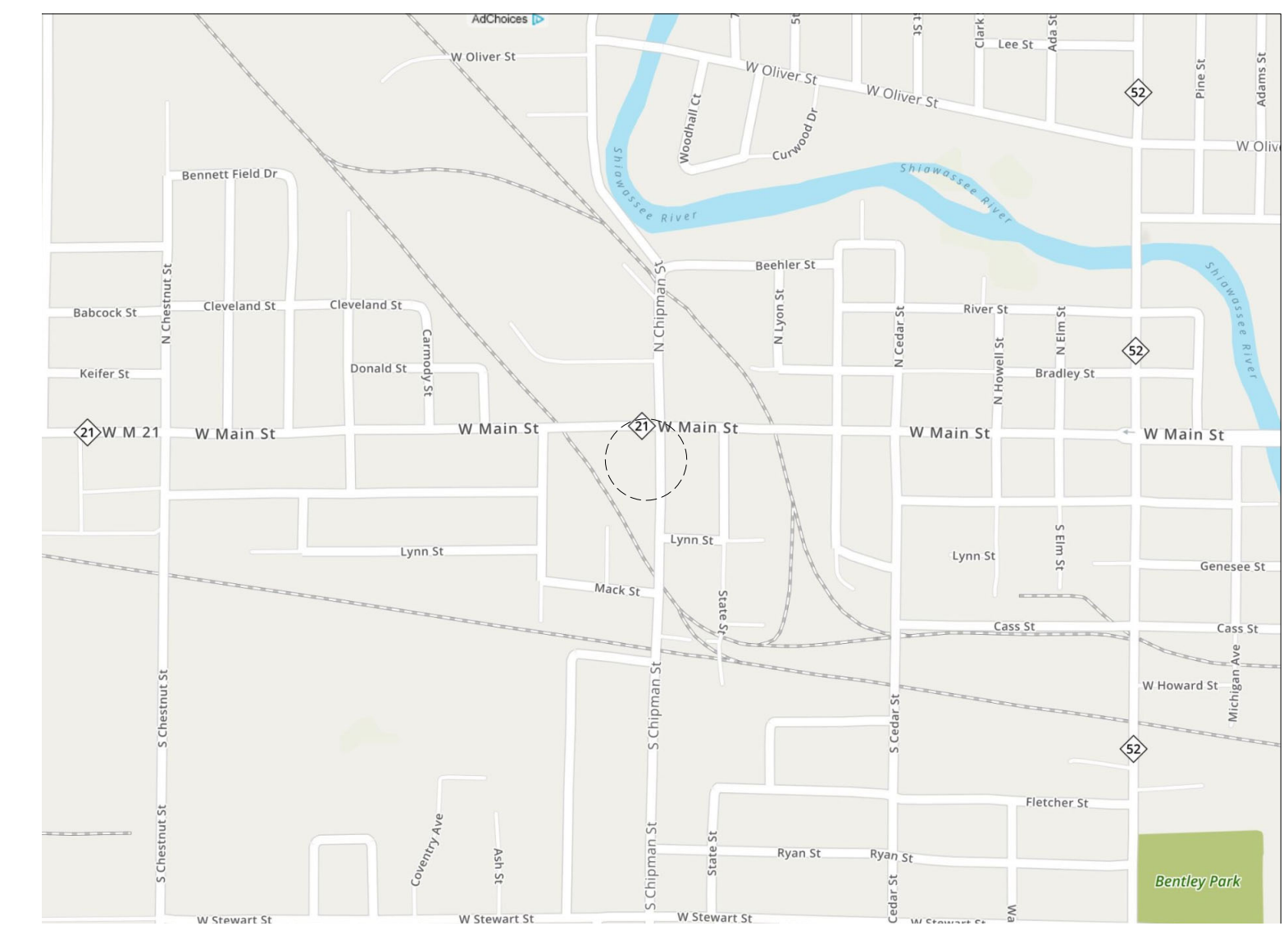
Sincerely,

**CIB Planning**



Justin Sprague  
Vice President

# 116 S. M-52



## Location Map

NTS

Jeff Peltier  
Architect  
1888 Ketegawn  
Owosso, Mi 48867  
989-413-7916

Project  
Car Wash  
White Box  
116 South M-52  
Owosso, Mi  
48667

Drawing  
Cover Sheet

## Drawing List

- A1 Cover Sheet
- A2 Demolition Plan
- A3 Site Plan
- A4 Floor Plan
- A5 Elevations
- A6 Sections
- M1 Mechanical Plan
- E1 Electrical Plan
- P1 Plumbing Plan
- ADA1 ADA details
- ADA2 ADA details
- ADA3 ADA details

## Zoning Analysis

Zoned: B-4  
Car wash  
Parking Section 38-380 12) c #2:  
1 per employee = 0  
Pizza place  
Parking Section 38-380 12) c #14:  
1 per 200 Sq. Ft.  
1,290/200 Sq. Ft. = 7 spaces  
Leasable business  
Parking Section 38-380 12) c #1:  
1 per 100 Sq. Ft.  
432/100 Sq. Ft. = 5 spaces  
12 spaces provided

Site Area: 22,340 Sq. Ft.  
.525 Acres

## Code Analysis

Building Use Group: B/M Non-Separated  
Construction Type: IIIB  
Building Area: B: 850 M: 1,290 Sq. Ft.  
Occupancy B @100 Sq. Ft./person: 9 People  
Occupancy M @60 Sq. Ft./person: 22 People  
Total Calculated Occupancy: 31 people  
Actual Occupancy: 10 Maximum  
Number of toilets required MPC Table 403.1  
Toilets: 1 required, 1 toilet provided  
Lavatories: 1 required 1 lavatory provided

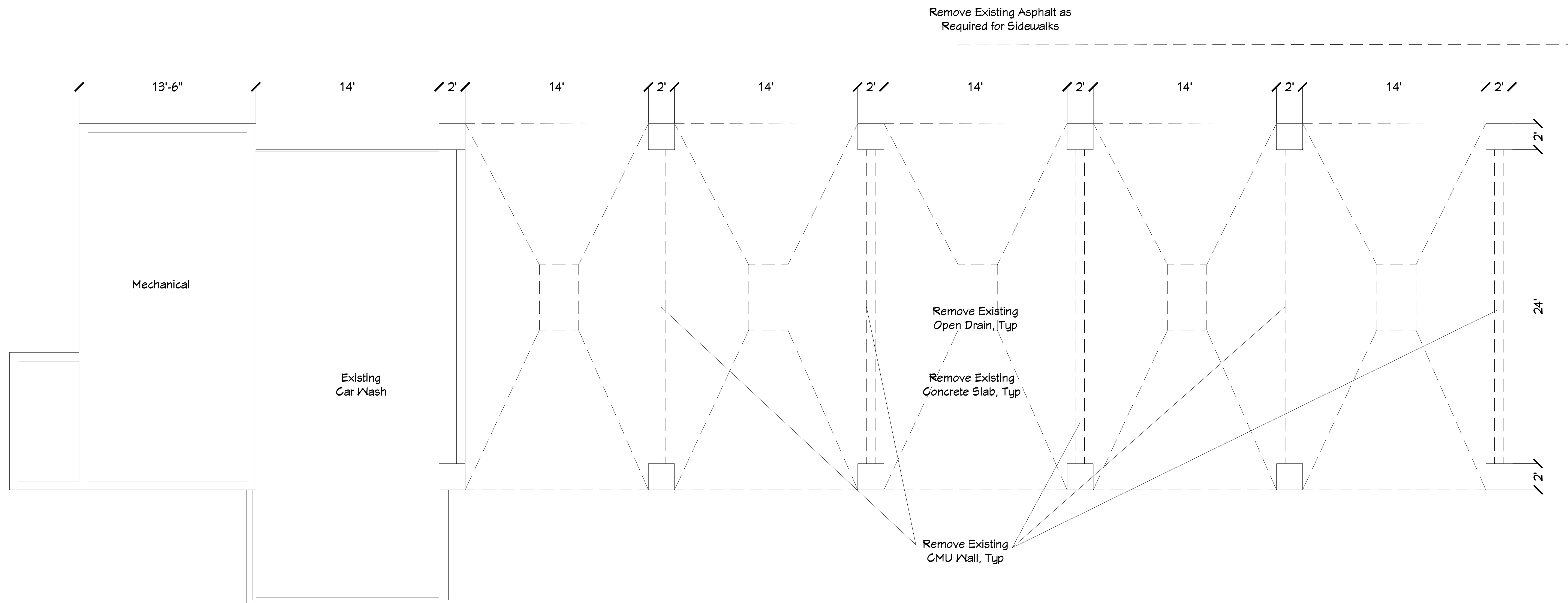
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08/13/2019

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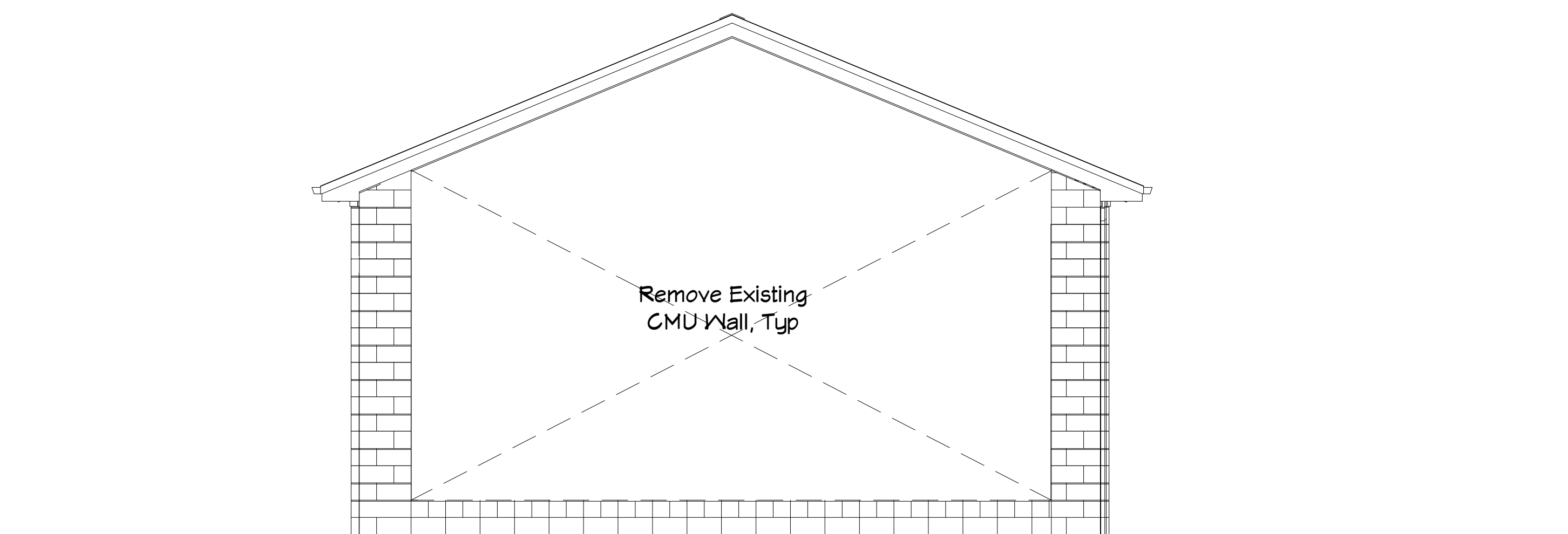
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### Demolition Floor Plan

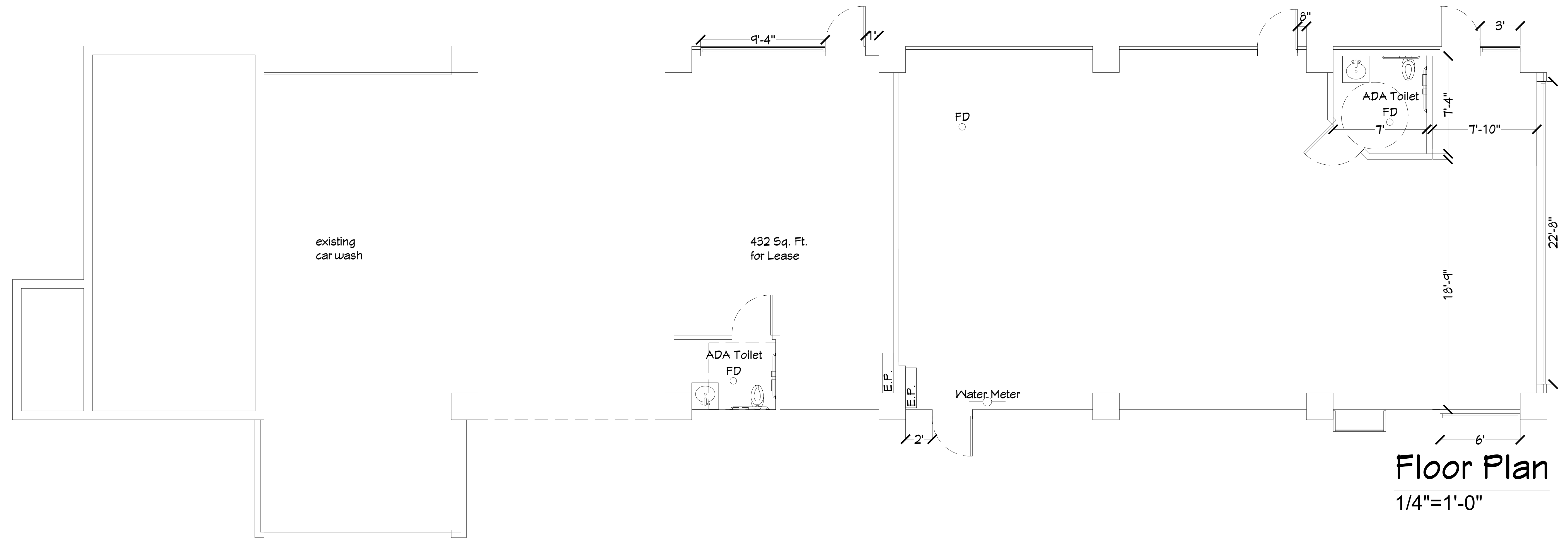
1/4"=1'-0"



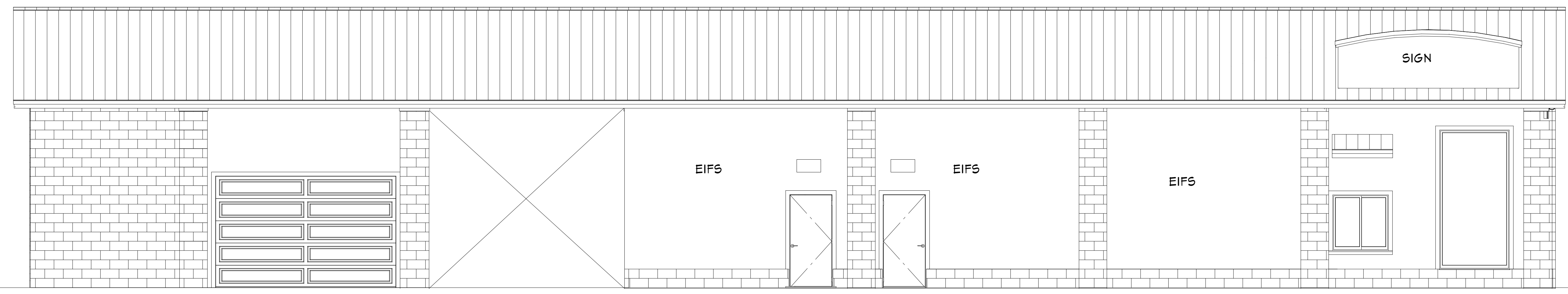
### Demolition Elevation

1/4"=1'-0"

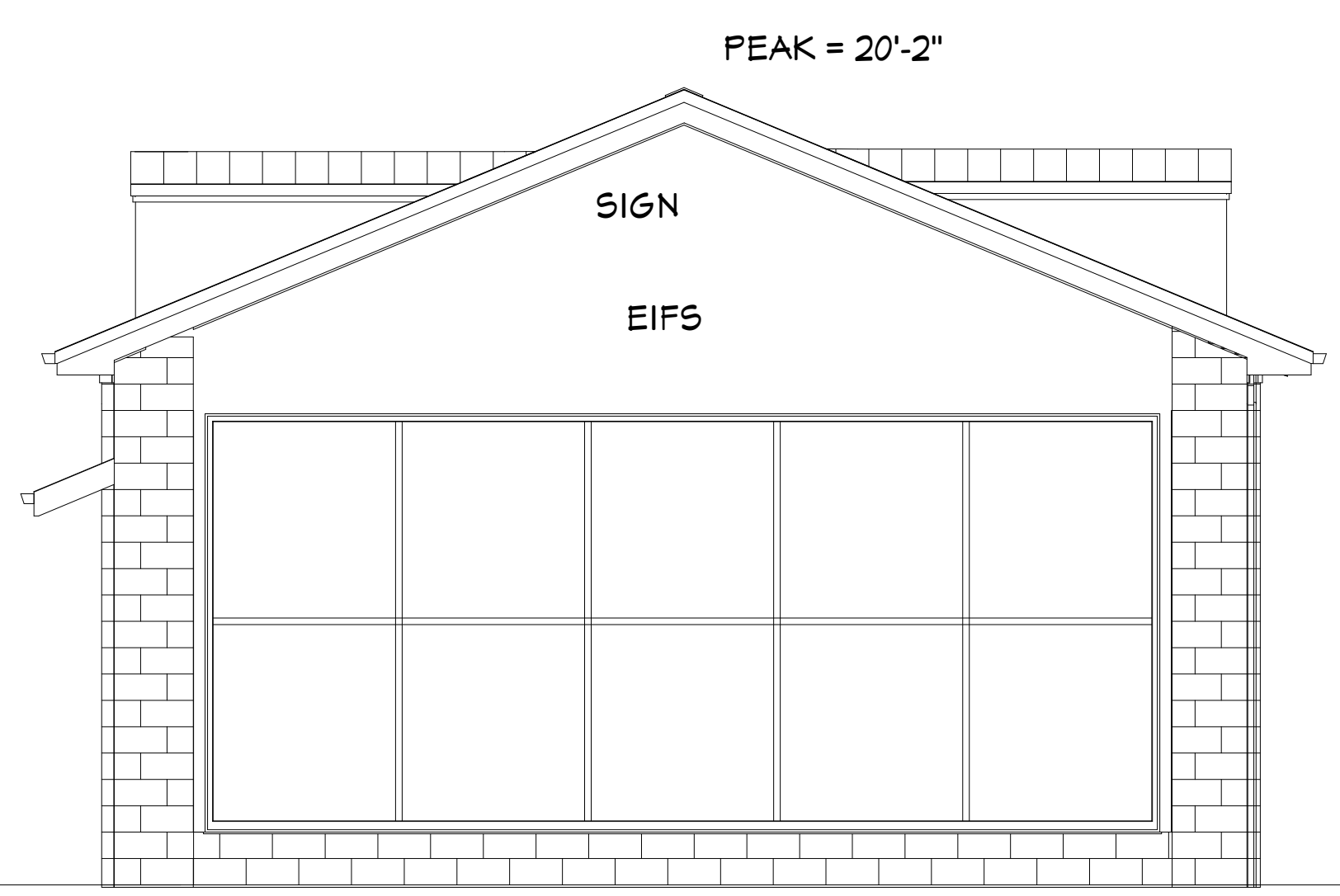




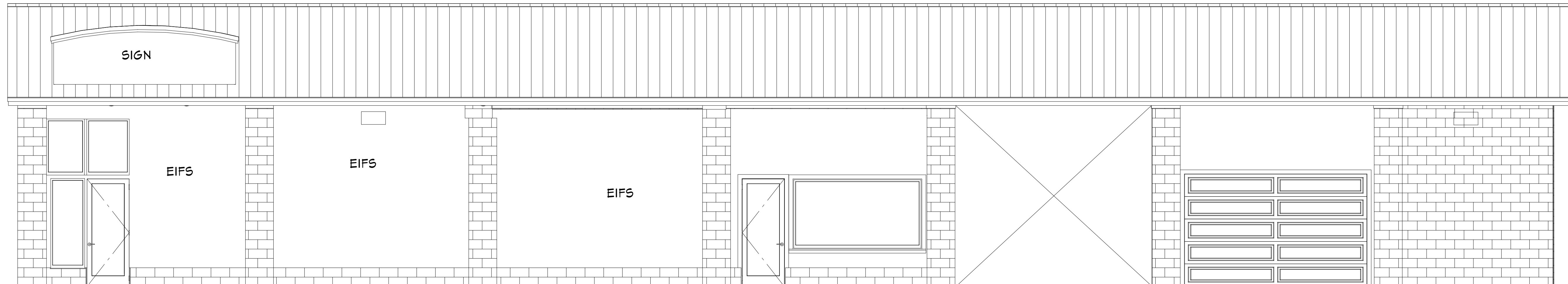
**Floor Plan**  
 1/4"=1'-0"



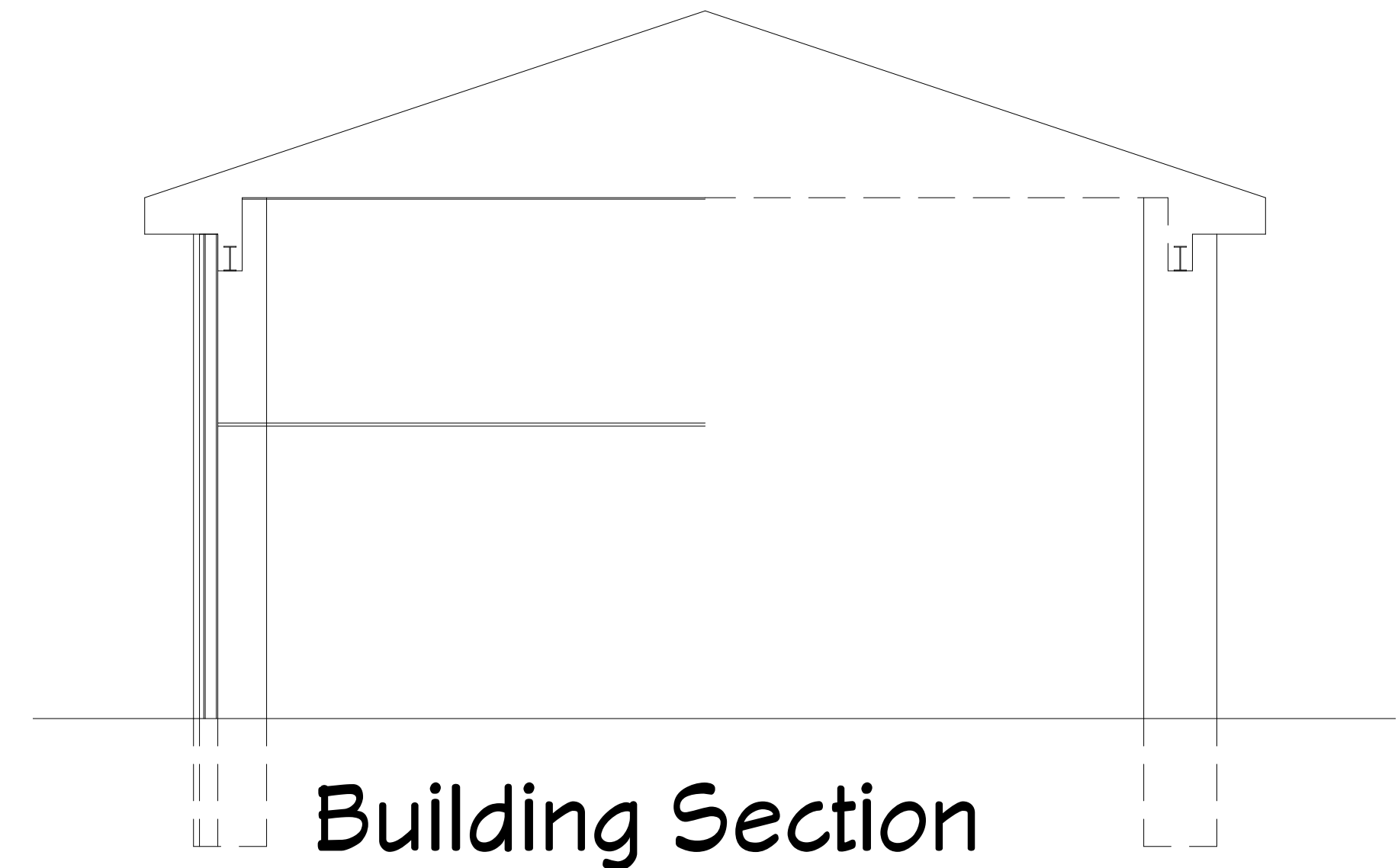
**South Elevation**  
 1/4"=1'-0"



**East Elevation**  
 1/4"=1'-0"

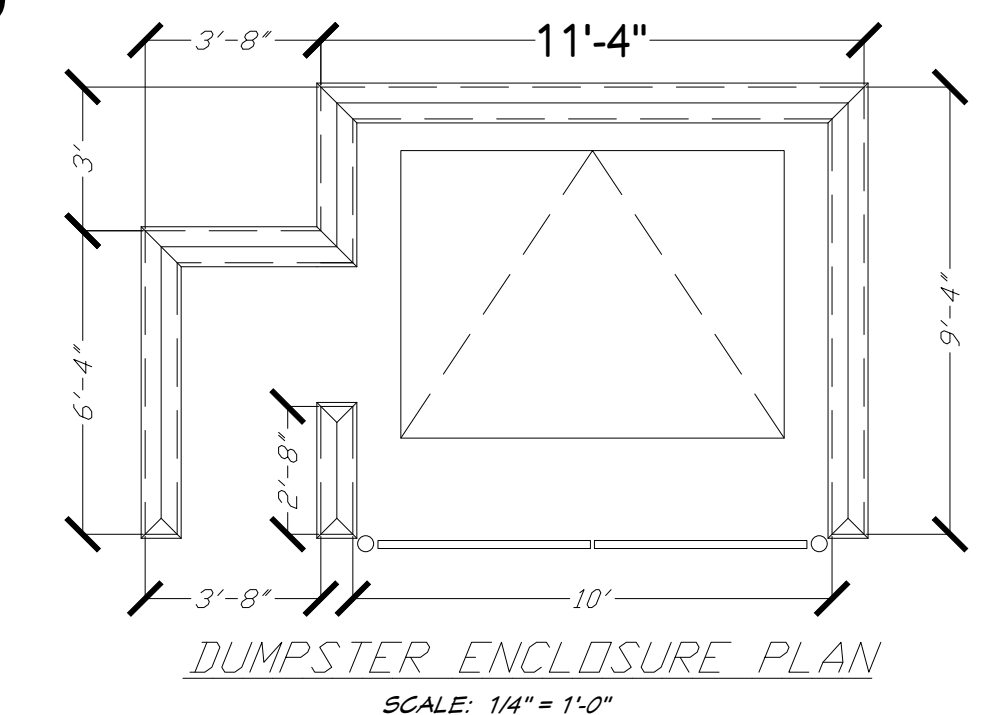


**North Elevation**  
1/4"=1'-0"



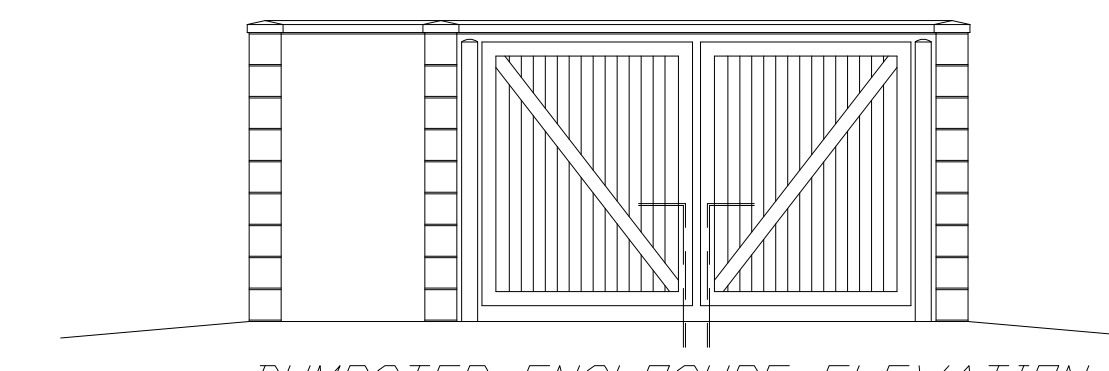
**Building Section**

1/4"=1'-0"



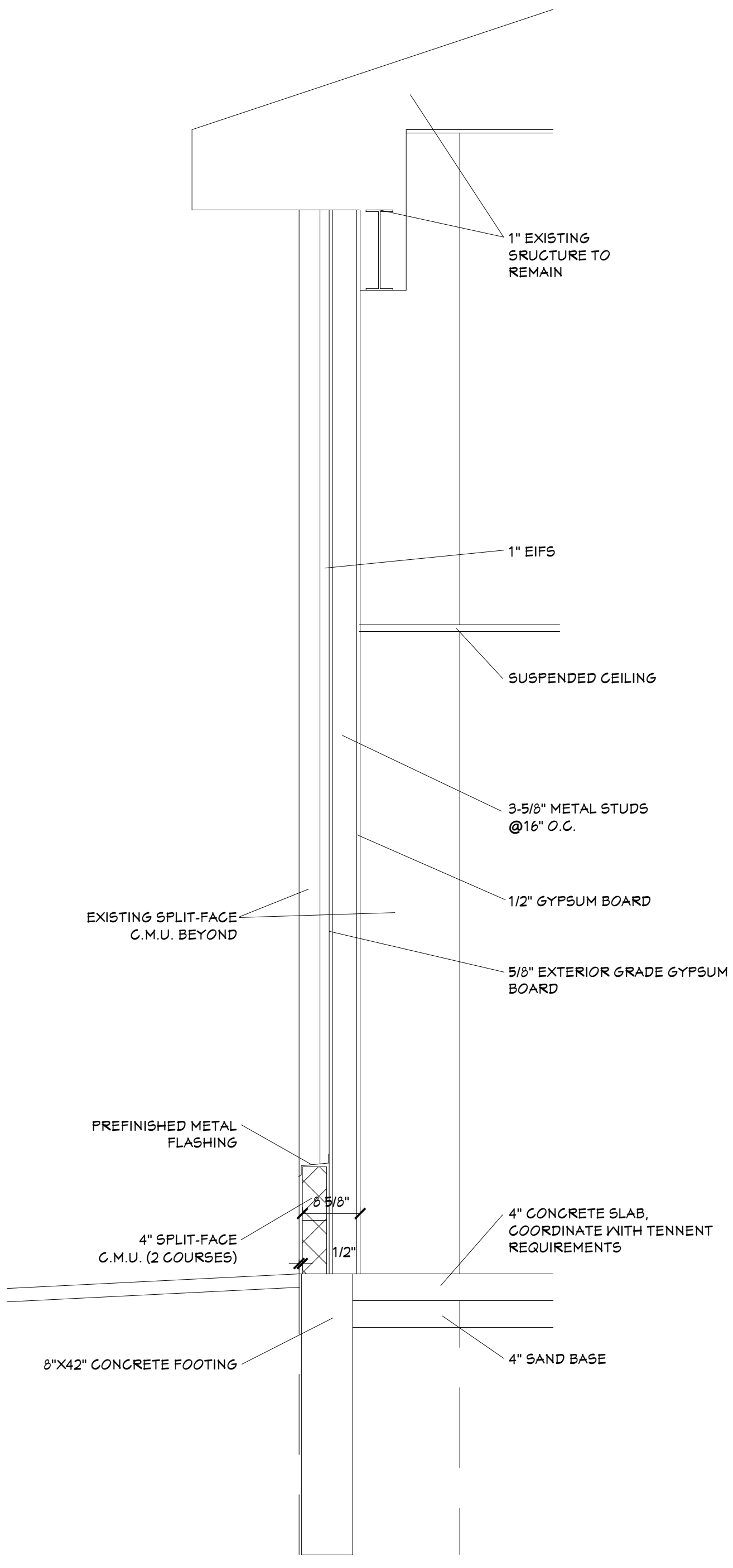
*DUMPSTER ENCLOSURE PLAN*

SCALE: 1/4" = 1'-0"



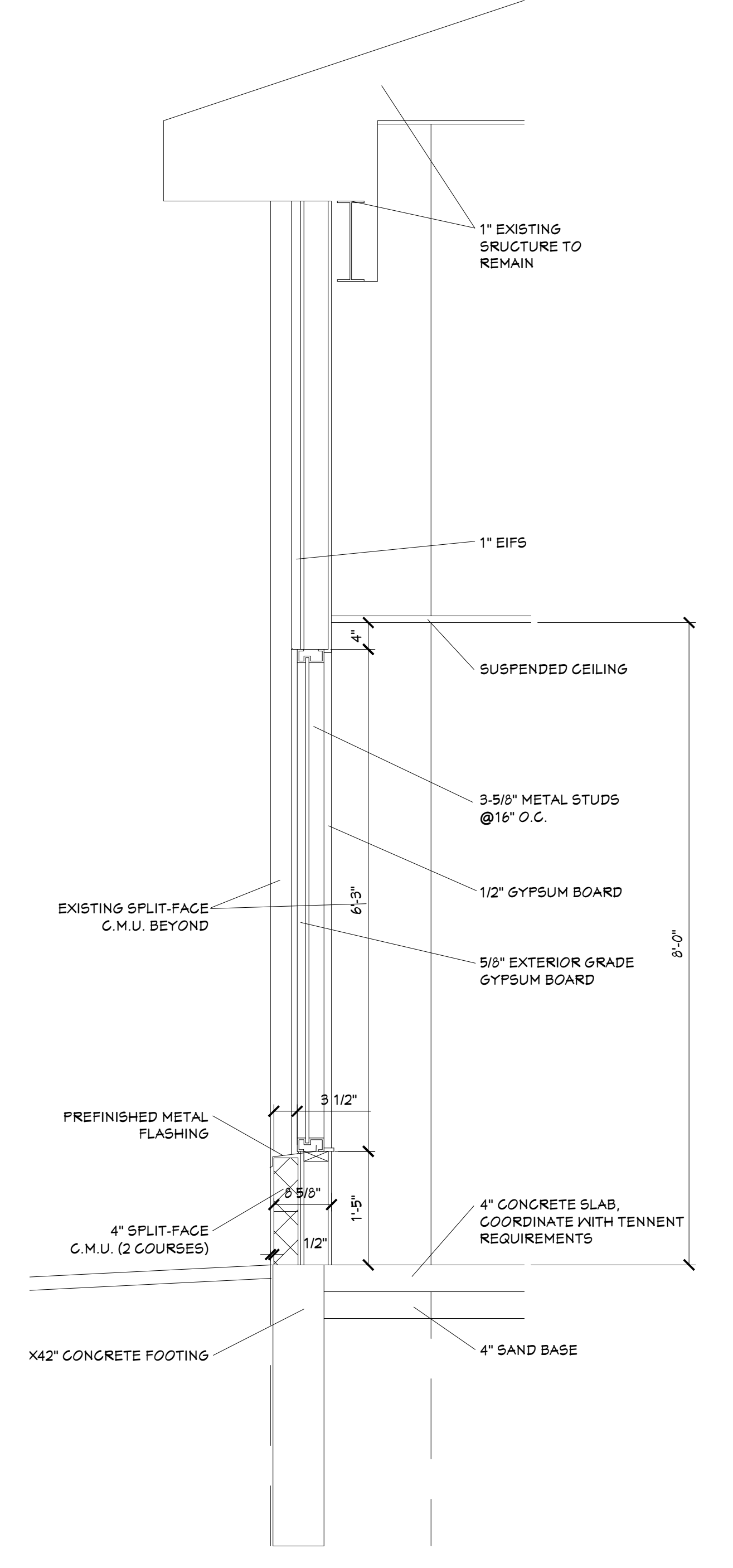
*DUMPSTER ENCLOSURE ELEVATION*

SCALE: 1/4" = 1'-0"



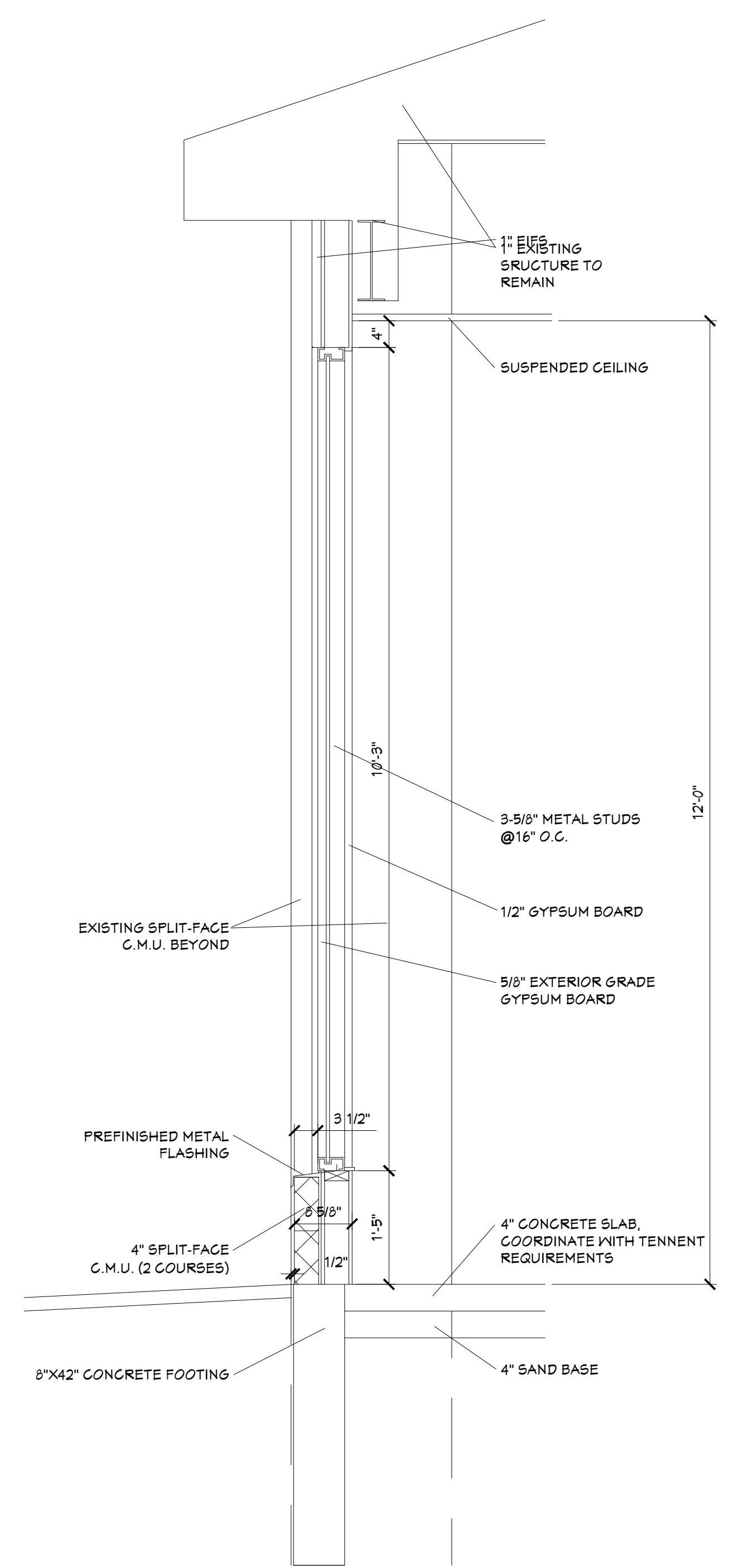
**Typical Wall Section**

3/4"=1'-0"



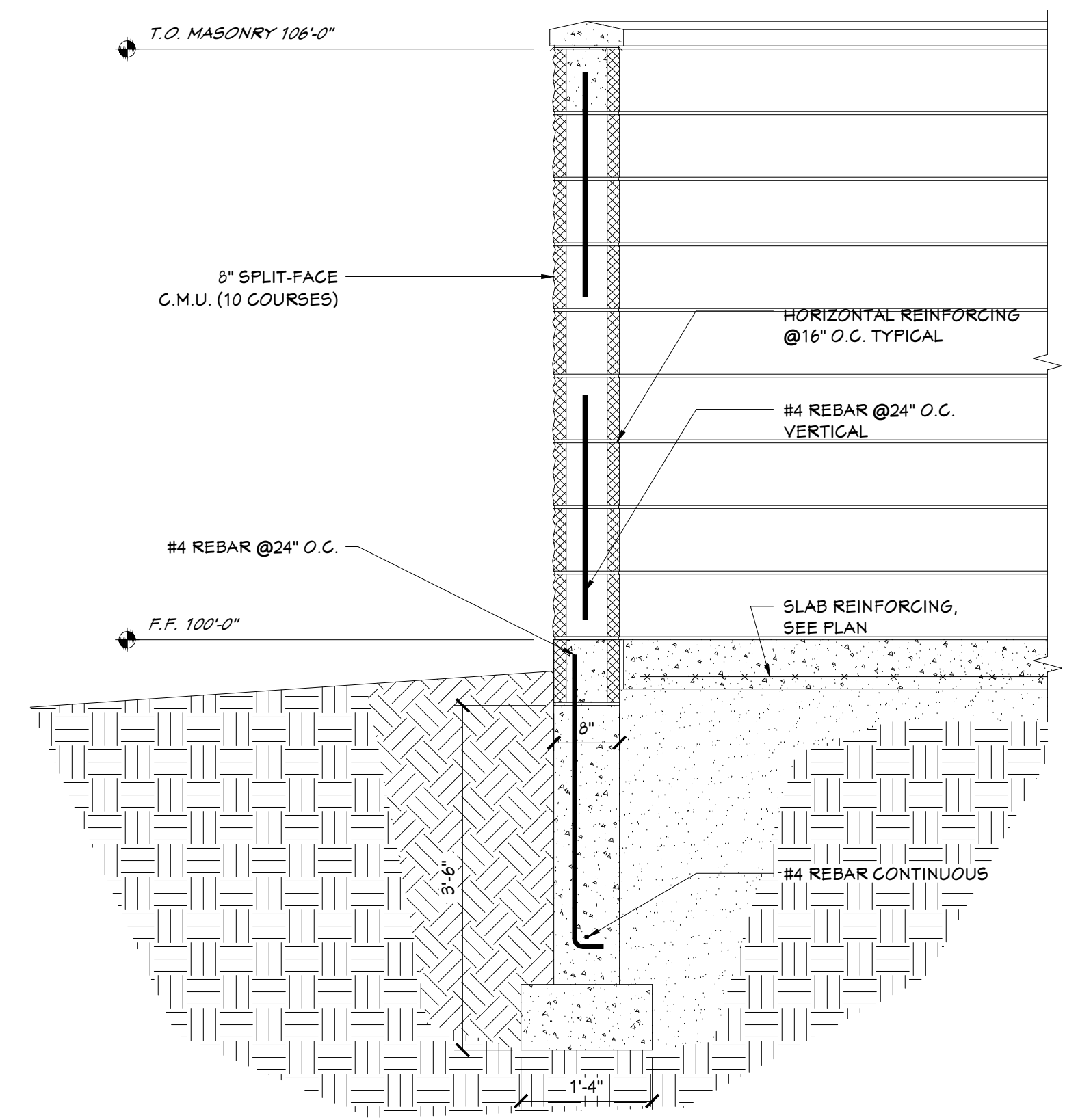
**Wall Section @8' ACT**

3/4"=1'-0"



**Wall Section @12' ACT**

3/4"=1'-0"



*DUMPSTER ENCLOSURE*

SCALE: 3/4" = 1'-0"

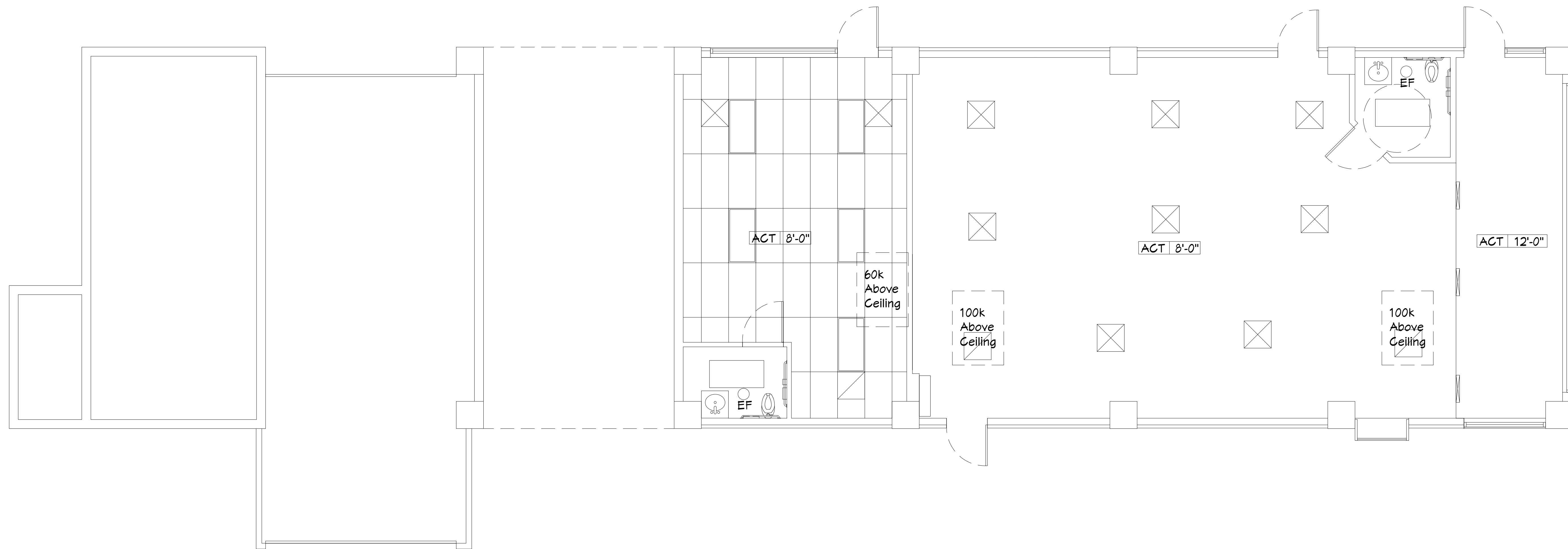
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# Mechanical Plan

1/4"=1'-0"

Scale

1/4"=1'-0"

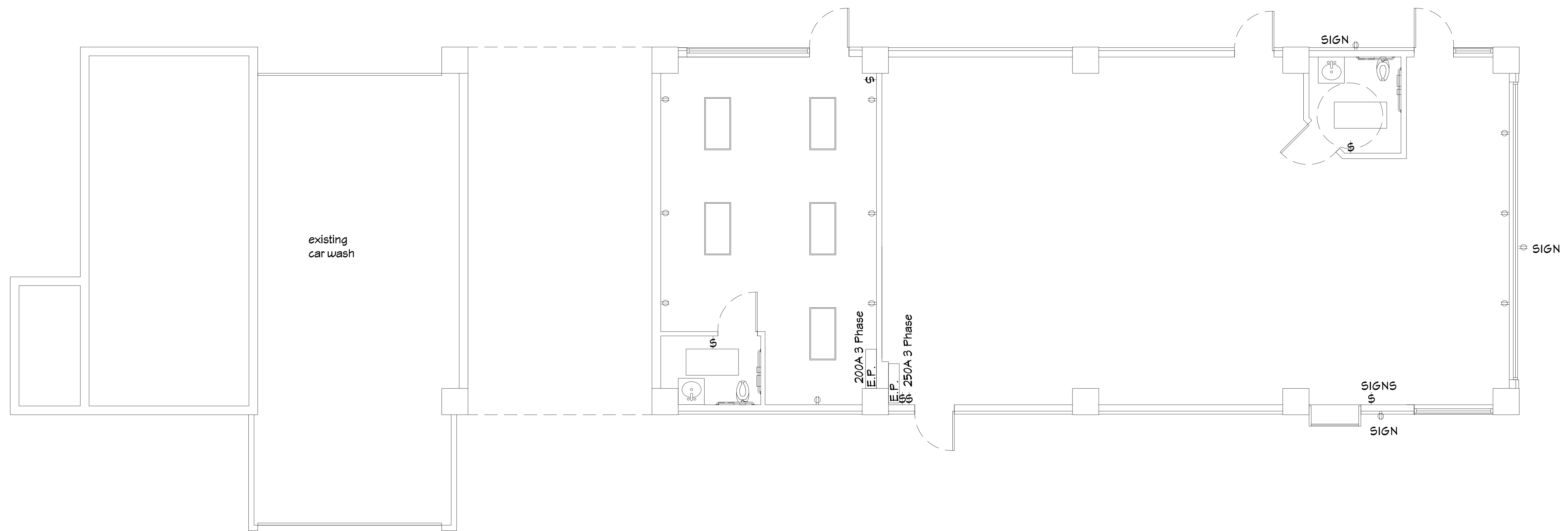
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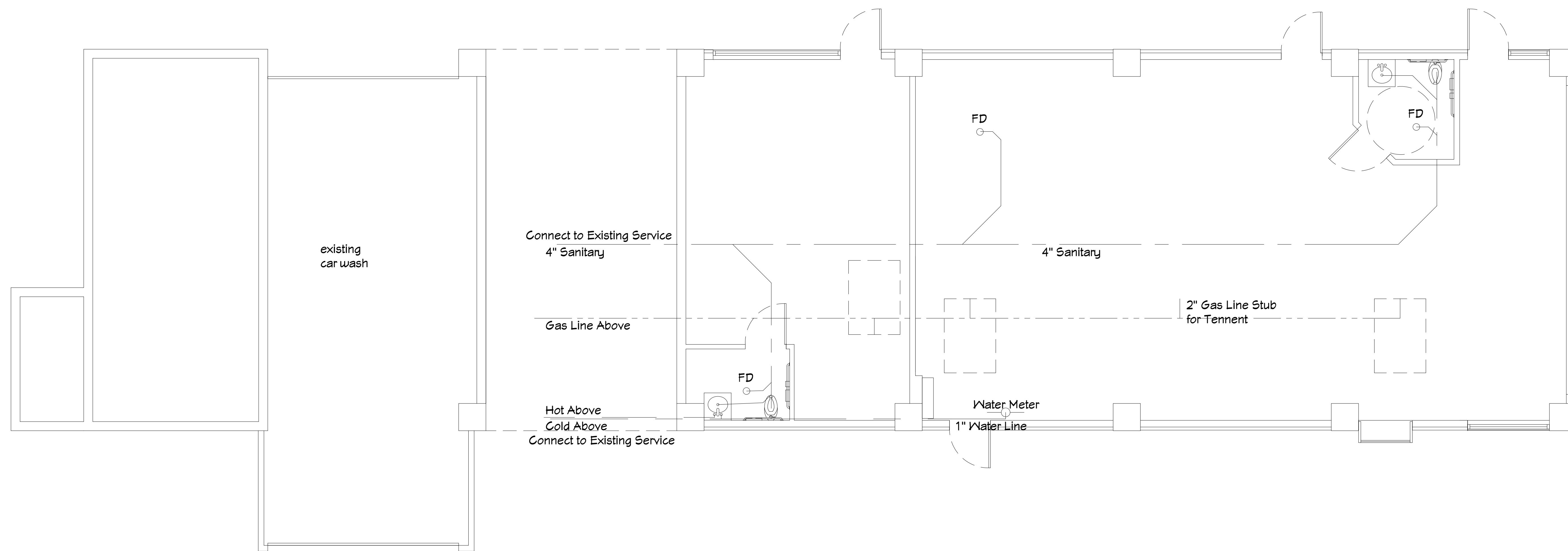
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**Electrical Plan**  
1/4"=1'-0"



# Plumbing Plan

1/4"=1'-0"

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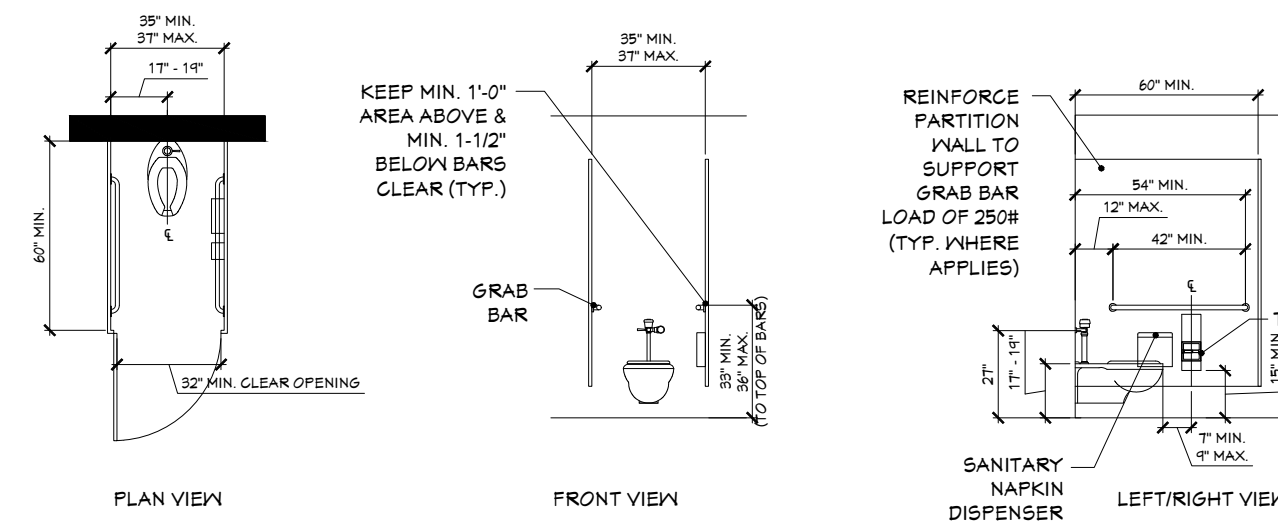
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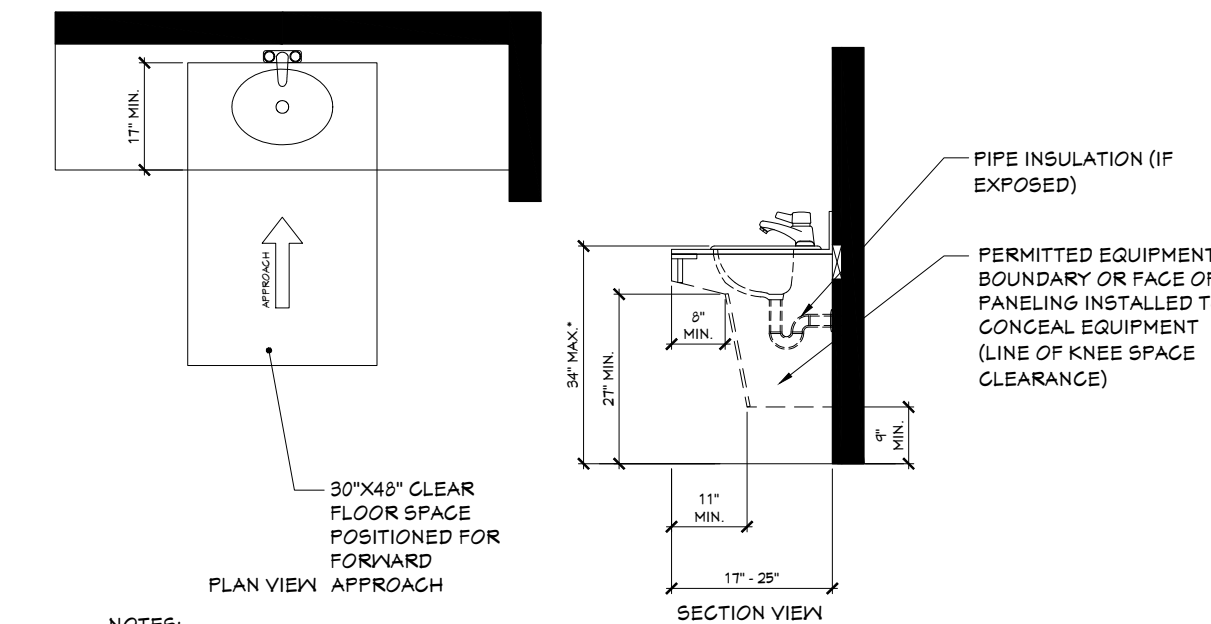
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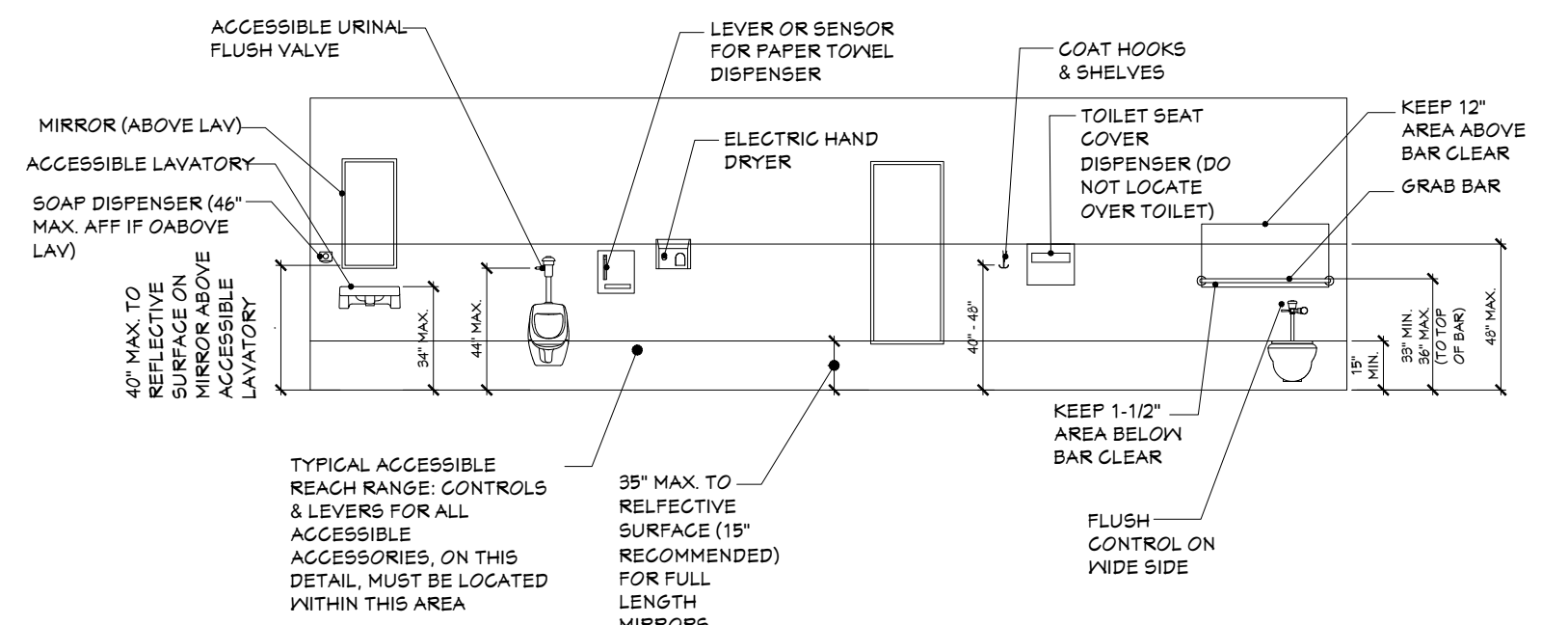
- NOTES:
- WHERE CLEAR FLOOR SPACE REQUIRED FOR FORWARD APPROACH SHALL BE CENTERED ON THE UNIT AND SHALL INCLUDE KNEE AND TOE CLEARANCE
  - OPERABLE PARTS SHALL BE OPERABLE WITH ONE HAND AND SHALL NOT REQUIRE TIGHT GRASPING, PINCHING, OR TWISTING OF THE WRIST. THE FORCE REQUIRED TO ACTIVATE OPERABLE PARTS SHALL BE 5 POUNDS MAXIMUM.
  - THE SPOUT SHALL BE LOCATED 15" MAXIMUM FROM THE VERTICAL SUPPORT AND 9" MAXIMUM FROM THE FRONT EDGE OF THE UNIT, INCLUDING BUMPERS.
  - THE SPOUT SHALL PROVIDE A FLOW OF WATER 4" HIGH MINIMUM AND SHALL BE LOCATED 5" MAXIMUM FROM THE FRONT OF THE UNIT. THE ANGLE OF THE WATER STREAM SHALL BE MEASURED HORIZONTALLY RELATIVE TO THE FRONT FACE OF THE UNIT. WHERE SPOUTS ARE LOCATED BETWEEN 5" AND 9" MAXIMUM FROM THE FRONT OF THE UNIT, THE ANGLE OF THE WATER STREAM SHALL BE 15" MAXIMUM.



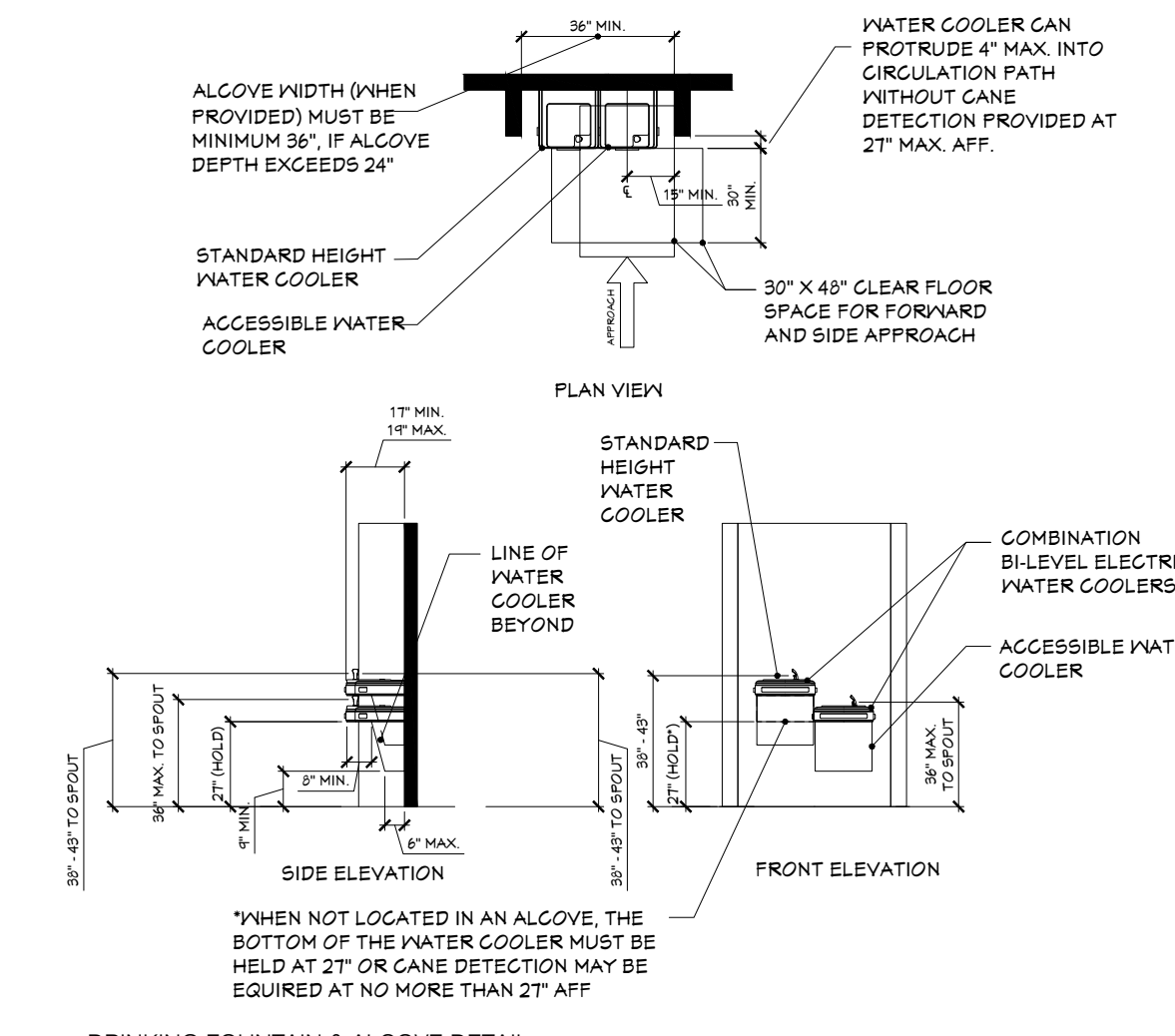
- NOTES:
- THE CENTERLINE OF THE WATER CLOSET SHALL BE 17" TO 14" FROM THE SIDE WALLS OR PARTITIONS IN AMBULATORY ACCESSIBLE TOILET STALLS.
  - AMBULATORY ACCESSIBLE COMPARTMENTS SHALL HAVE A DEPTH OF 60" MIN. AND A WIDTH OF 36" TO 37".
  - THE DOOR SHALL BE SELF-CLOSING. AN ACCESSIBLE DOOR PULL SHALL BE PLACED ON BOTH SIDES 5" FROM THE LATCH. TOILET COMPARTMENT DOORS SHALL NOT SWING INTO THE MINIMUM REQUIRED COMPARTMENT AREA.
  - A 42" SIDE WALL GRAB BAR SHALL BE PROVIDED ON BOTH SIDES OF THE COMPARTMENT.
  - COAT HOOKS PROVIDED WITHIN TOILET COMPARTMENTS SHALL BE 40" MINIMUM AND 48" MAXIMUM ABOVE THE FLOOR.
  - DOOR MANEUVERING CLEARANCES SHALL BE PROVIDED AT COMPARTMENT DOORS. IF THE APPROACH IS TO THE LATCH SIDE OF THE DOOR, CLEARANCE BETWEEN THE DOOR AND THE COMPARTMENT AND ANY OBSTRUCTION SHALL BE 42" MIN. TO THE DOOR.



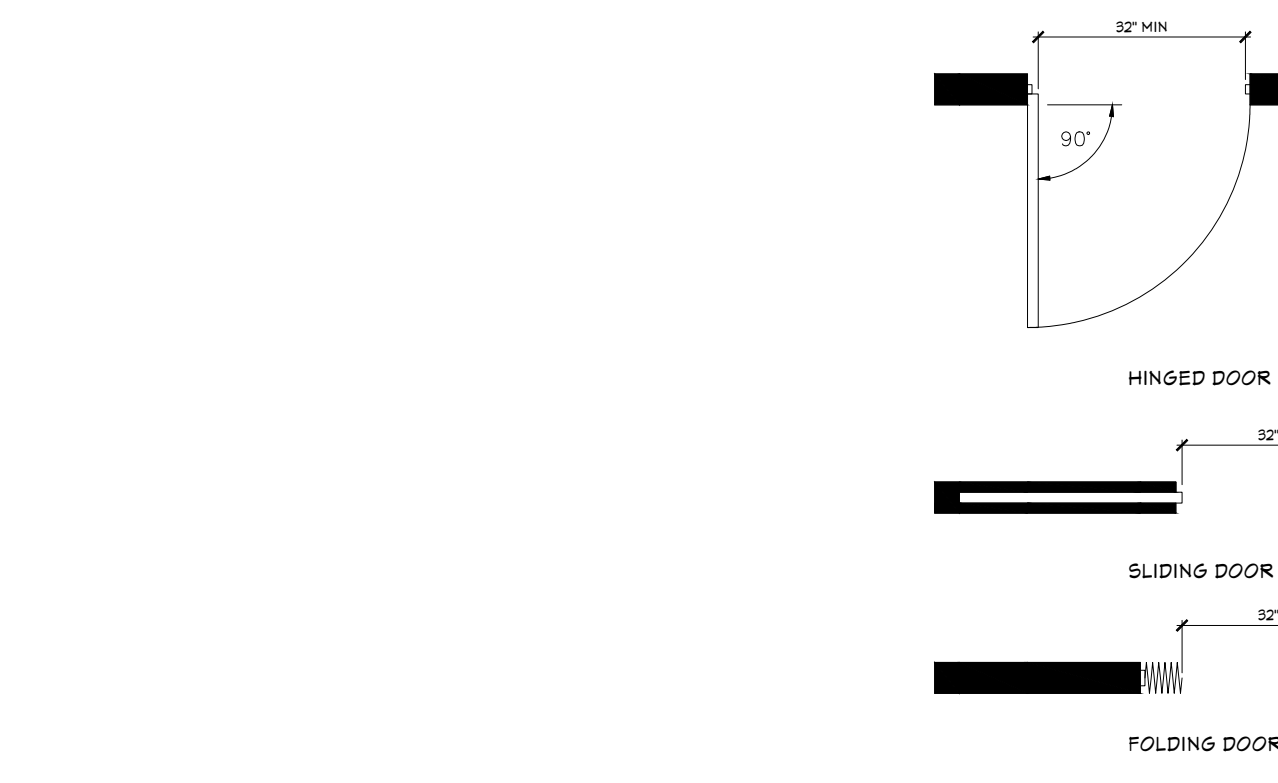
- NOTES:
- A CLEAR FLOOR SPACE, POSITIONED FOR FORWARD APPROACH, AND KNEE AND TOE CLEARANCE SHALL BE PROVIDED.
  - THE FRONT OF SINKS SHALL BE 34" MAX. ABOVE THE FLOOR, MEASURED TO THE FUTURE RIM OR COUNTER SURFACE, WHICHEVER IS HIGHER.
  - HAND-OPERATED SELF-CLOSING FAUCETS SHALL REMAIN OPEN FOR 10 SECONDS MINIMUM.
  - WATER SUPPLY AND DRAIN PIPES UNDER SINKS SHALL BE INSULATED OR OTHERWISE CONFIGURED TO PROTECT AGAINST CONTACT. THERE SHALL BE NO SHARP OR ABRASIVE SURFACES UNDER SINKS.
  - OPERABLE PARTS SHALL BE OPERABLE WITH ONE HAND AND SHALL NOT REQUIRE TIGHT GRASPING, PINCHING, OR TWISTING OF THE WRIST. THE FORCE REQUIRED TO ACTIVATE OPERABLE PARTS SHALL BE 5 POUNDS MAXIMUM.



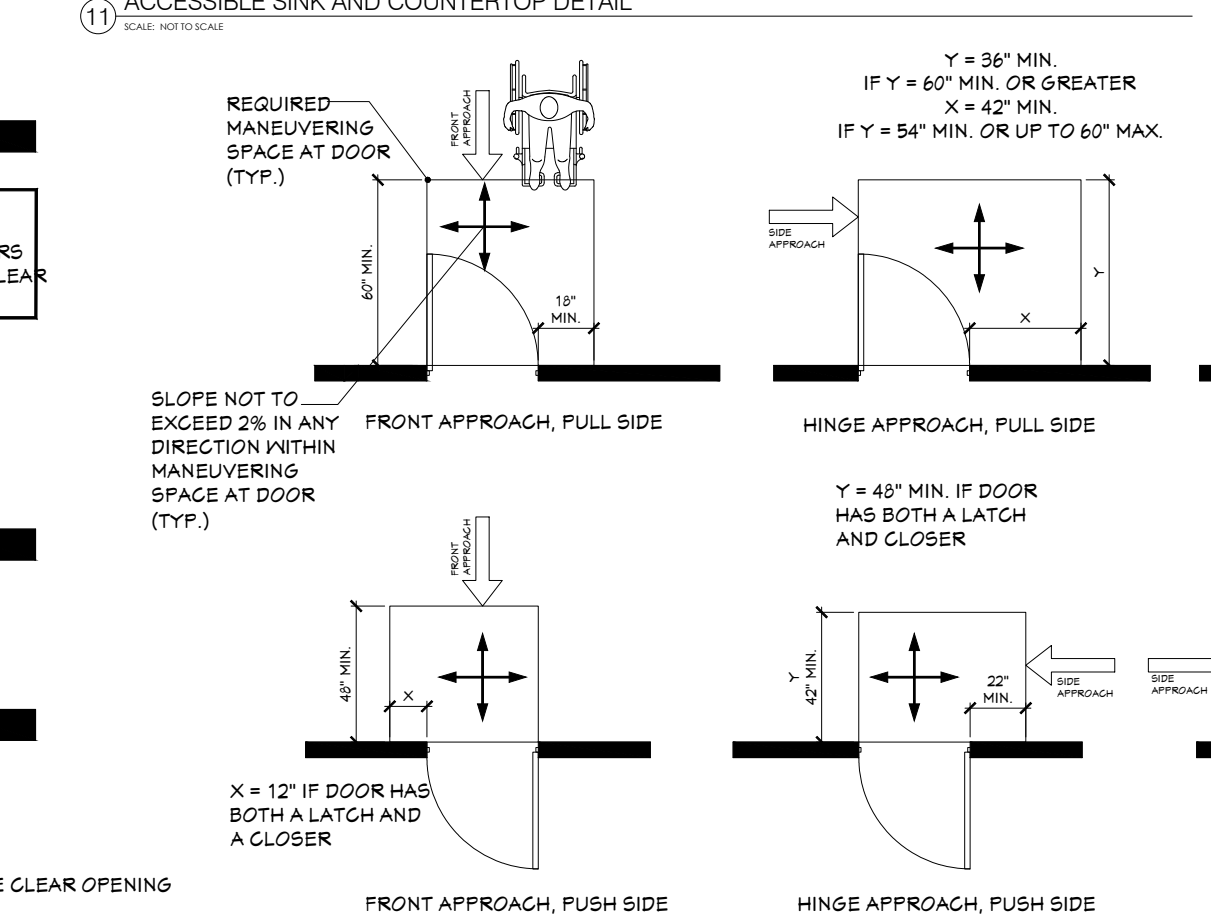
- NOTES:
- THE CLEAR FLOOR SPACE AT ACCESSORIES SHALL BE 30" MIN. BY 48" MIN.
  - UNLESS OTHERWISE SPECIFIED, THE CLEAR FLOOR SPACE MAY BE POSITIONED FOR EITHER FORWARD OR PARALLEL APPROACH TO AN ELEMENT.
  - OPERABLE PARTS SHALL BE OPERABLE WITH ONE HAND AND SHALL NOT REQUIRE TIGHT GRASPING, PINCHING, OR TWISTING OF THE WRIST. THE FORCE REQUIRED TO ACTIVATE OPERABLE PARTS SHALL BE 5 POUNDS MAXIMUM.
  - SEE ADDITIONAL DETAILS REGARDING FORWARD AND SIDE REACH REQUIREMENTS.
  - TOILET AND BATHING ROOM ACCESSORIES MUST BE LOCATED OR SELECTED SO THEY ARE NOT PROTRUDING OBJECTS INTO THE CIRCULATION SPACE. REFER TO ASSOCIATED DETAILS.



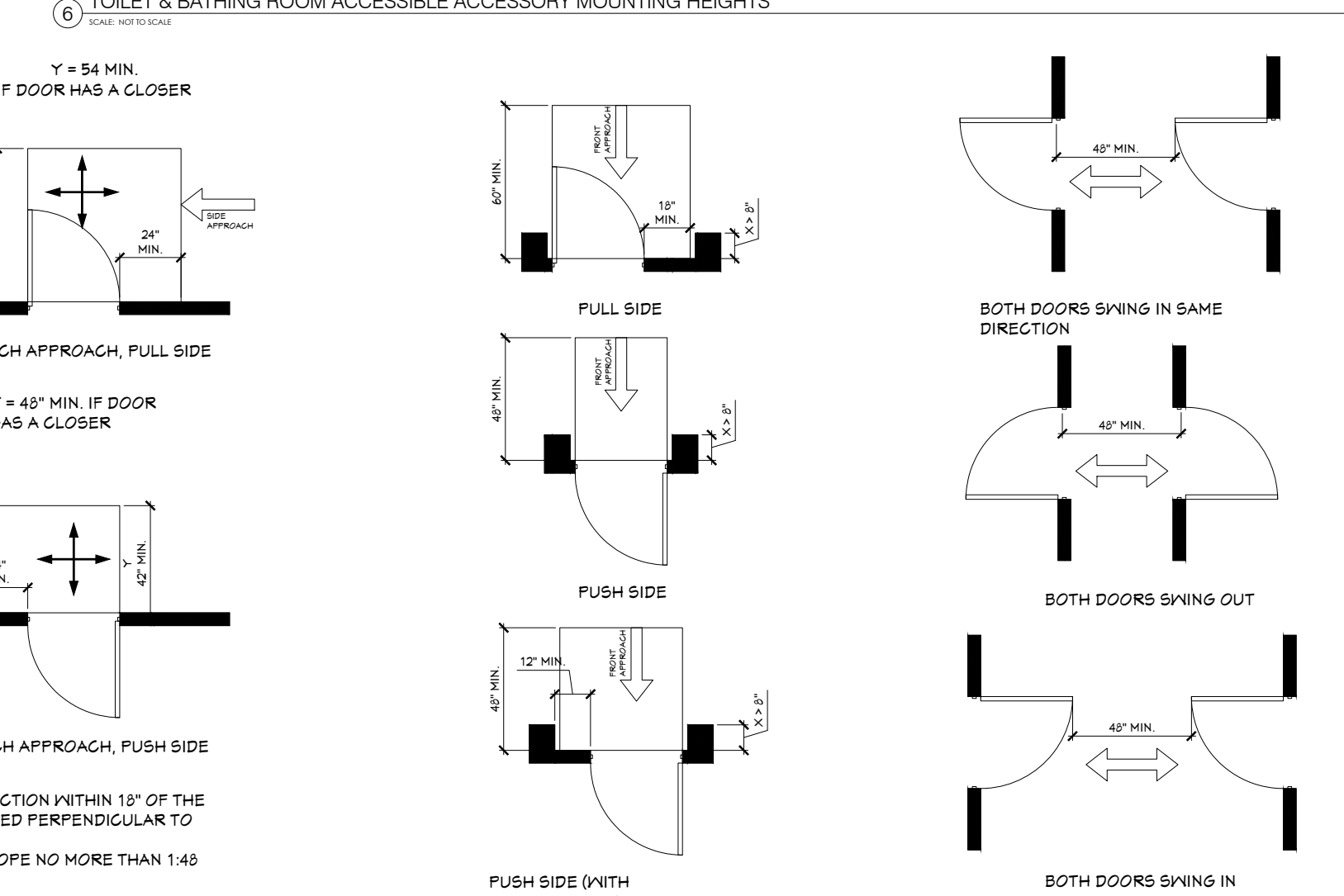
- NOTES:
- WHEN NOT LOCATED IN AN ALCOVE, THE BOTTOM OF THE WATER COOLER MUST BE HELD AT 27" OR CANE DETECTION MAY BE EQUIPED AT NO MORE THAN 27" AFF.



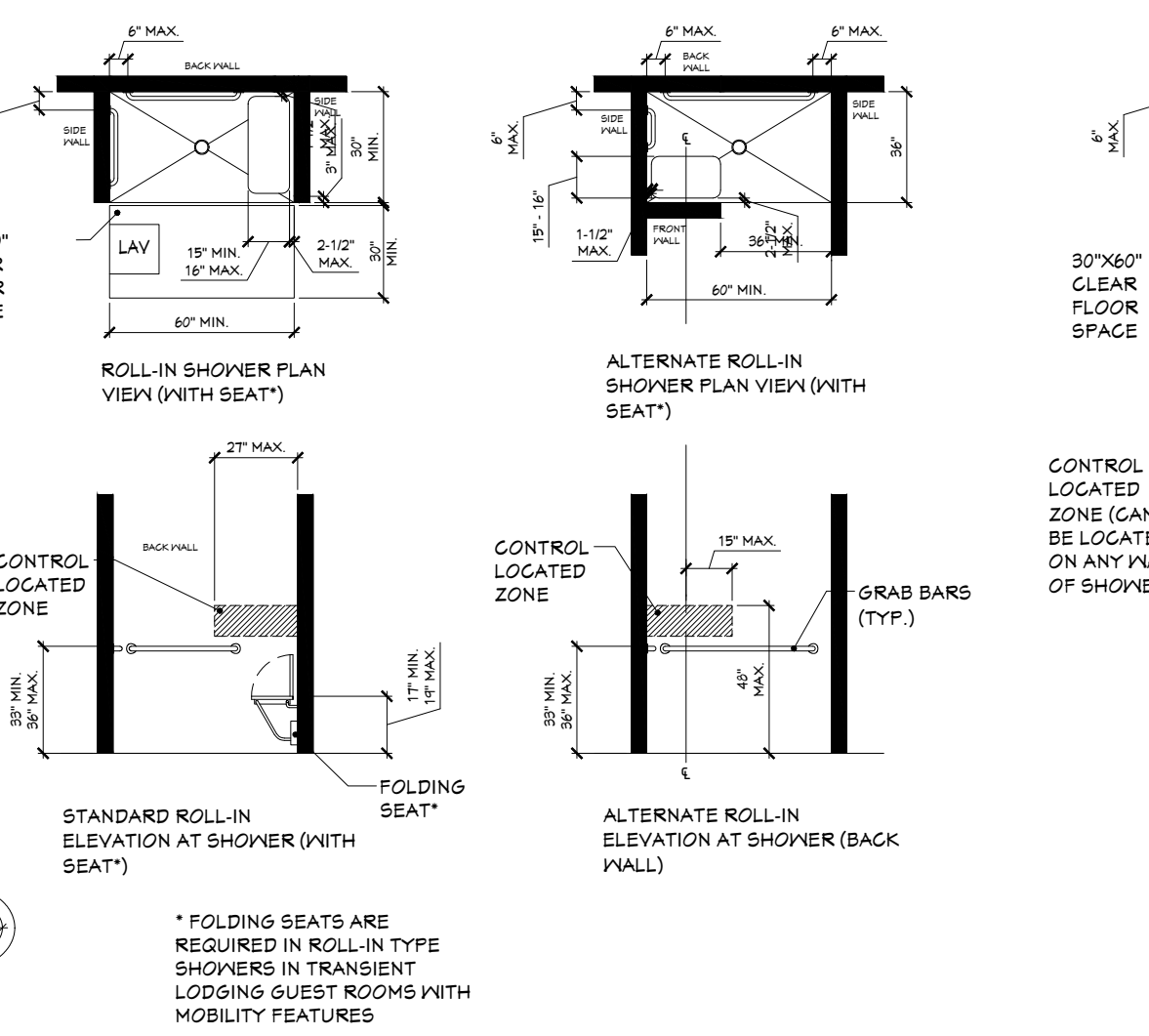
- NOTES:
- OPENINGS MORE THAN 24" DEEP SHALL PROVIDE CLEAR OPENING OF 36" MINIMUM.
  - THERE SHALL BE NO PROJECTIONS INTO THE REQUIRED CLEAR OPENING WIDTH LOWER THAN 34" ABOVE THE FINISH FLOOR OR GROUND. PROJECTIONS INTO THE CLEAR OPENING WIDTH BETWEEN 34" AND 37" ABOVE THE FINISH FLOOR OR GROUND SHALL NOT EXCEED 4".



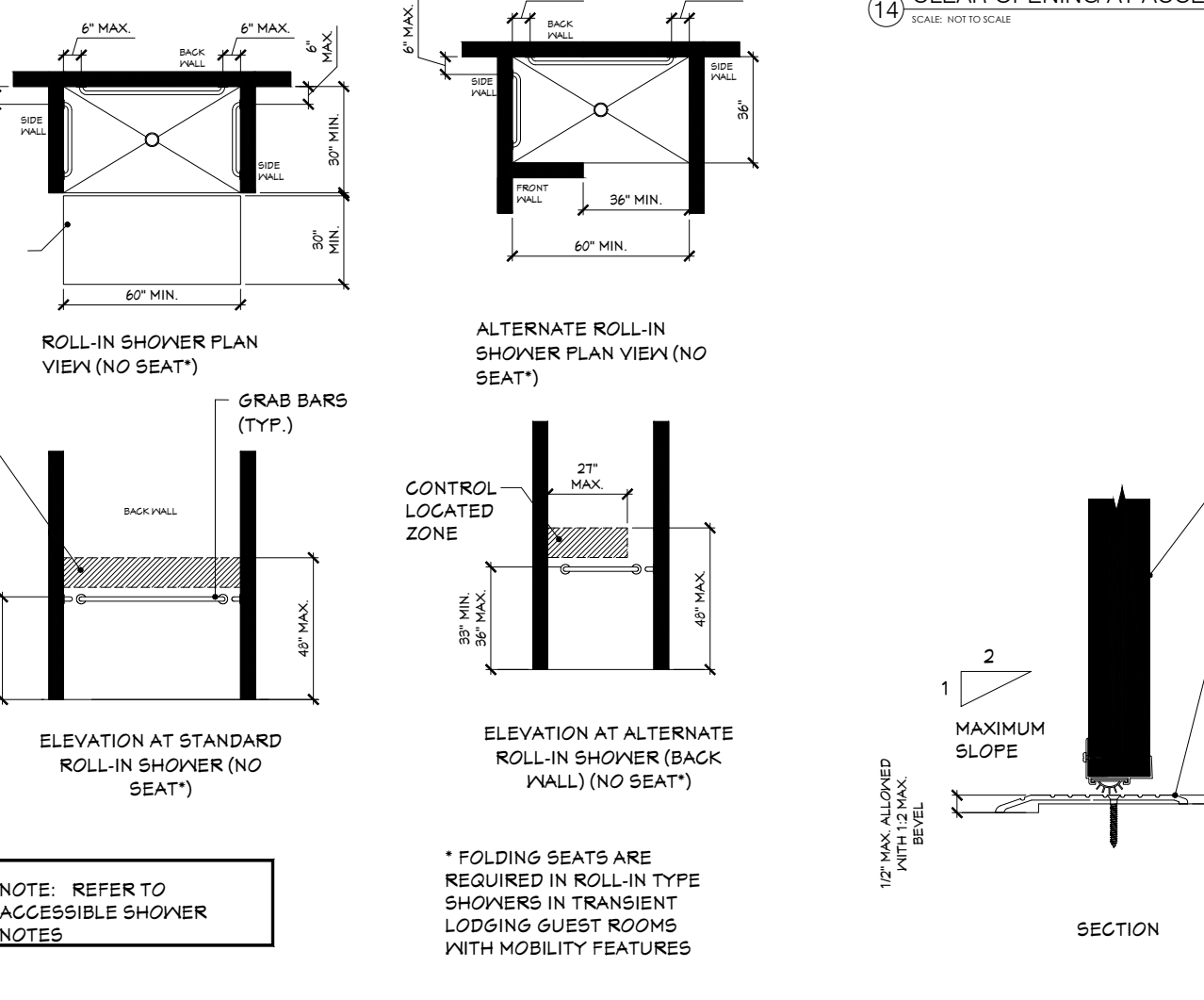
- NOTES:
- MANEUVERING CLEARANCES FOR FORWARD APPROACH SHALL BE PROVIDED WHEN ANY OBSTRUCTION WITHIN 15" OF THE LATCH SIDE OF A DOORWAY PROJECTS MORE THAN 8" BEYOND THE FACE OF THE DOOR, MEASURED PERPENDICULAR TO THE FACE OF THE DOOR OR GATE. REFER TO DETAIL 4.
  - THE FLOOR OR GROUND SURFACE WITHIN THE REQUIRED MANEUVERING CLEARANCES SHALL SLOPE NO MORE THAN 1:48 (2%) AND CHANGES IN LEVEL WITHIN THIS AREA ARE NOT PERMITTED.



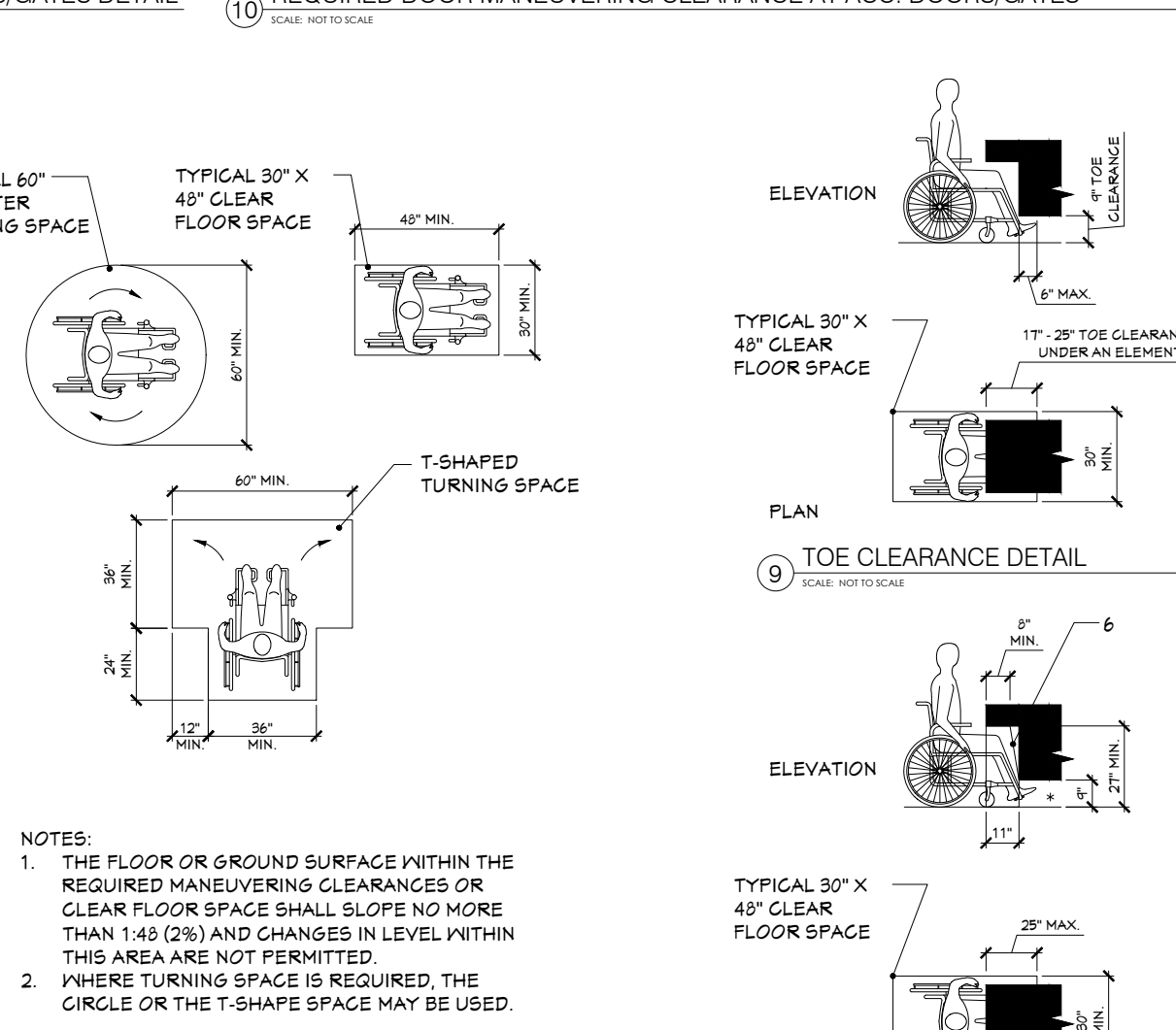
- NOTES:
- SPACE UNDER AN ELEMENT BETWEEN THE FINISH FLOOR OR GROUND AND 4" ABOVE THE FINISH FLOOR OR GROUND SHALL BE CONSIDERED TOE CLEARANCE.
  - TOE CLEARANCE SHALL EXTEND 25" MAX. UNDER ELEMENT.
  - WHERE TOE CLEARANCE IS REQUIRED AT AN ELEMENT AS PART OF THE CLEAR FLOOR SPACE, THE TOE CLEARANCE SHALL EXTEND 17" MIN. UNDER THE ELEMENT.
  - TOE CLEARANCE SHALL BE 30" WIDE MINIMUM.



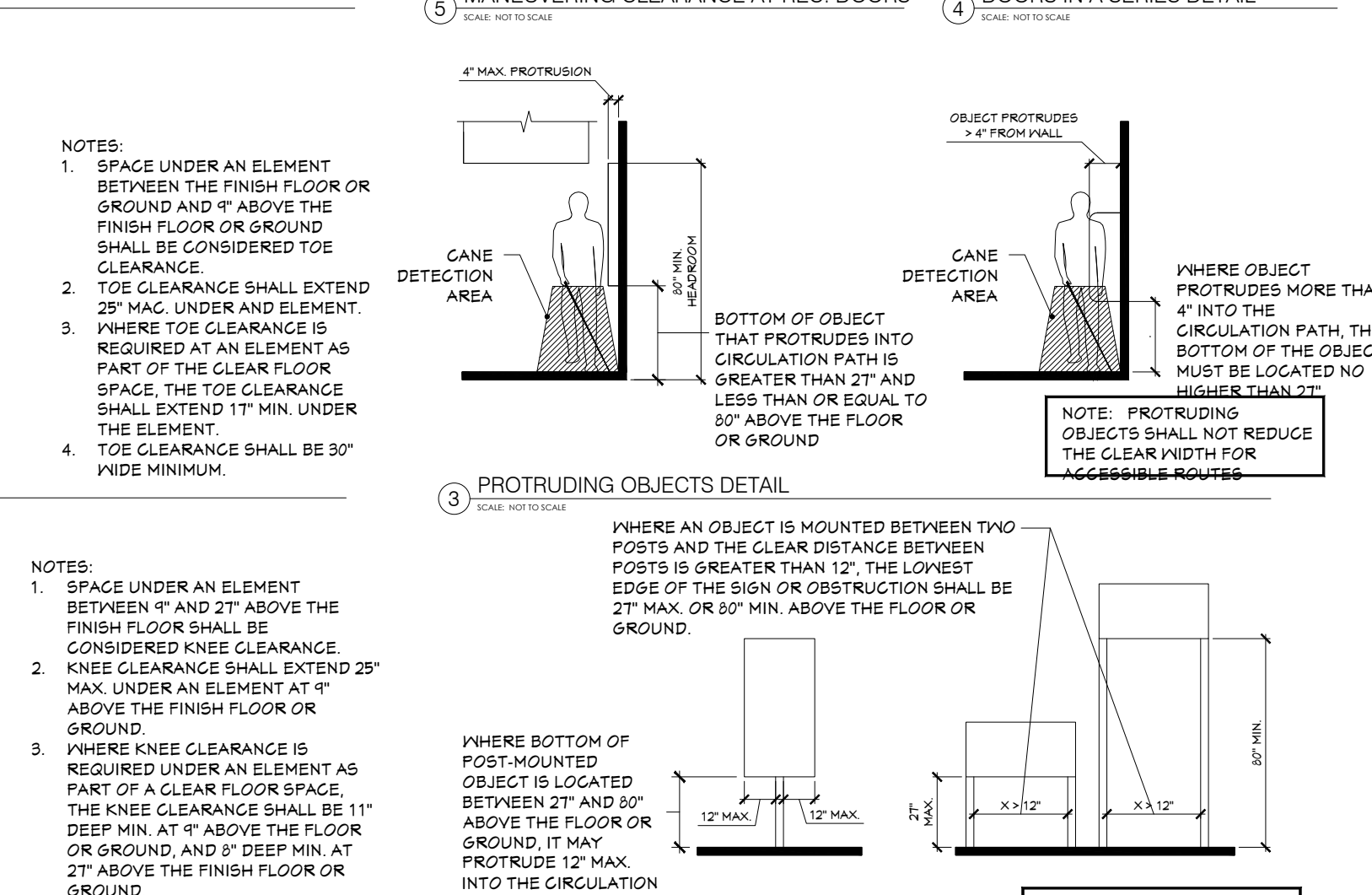
- NOTES:
- FOLDING SEATS ARE REQUIRED IN ROLL-IN TYPE SHOWERS IN TRANSIENT LODGING GUEST ROOMS WITH MOBILITY FEATURES.



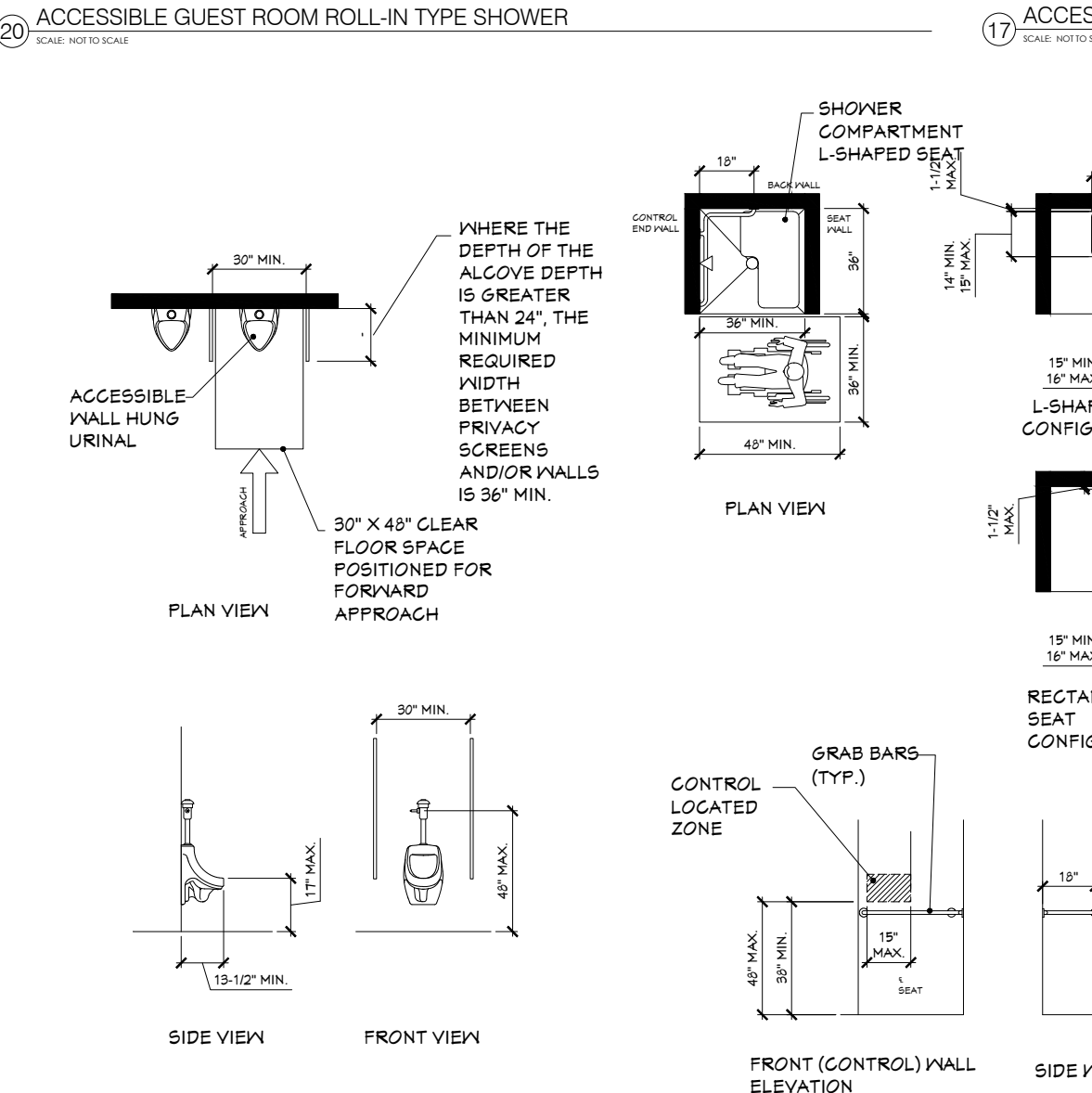
- NOTES:
- FOLDING SEATS ARE REQUIRED IN ROLL-IN TYPE SHOWERS IN TRANSIENT LODGING GUEST ROOMS WITH MOBILITY FEATURES.



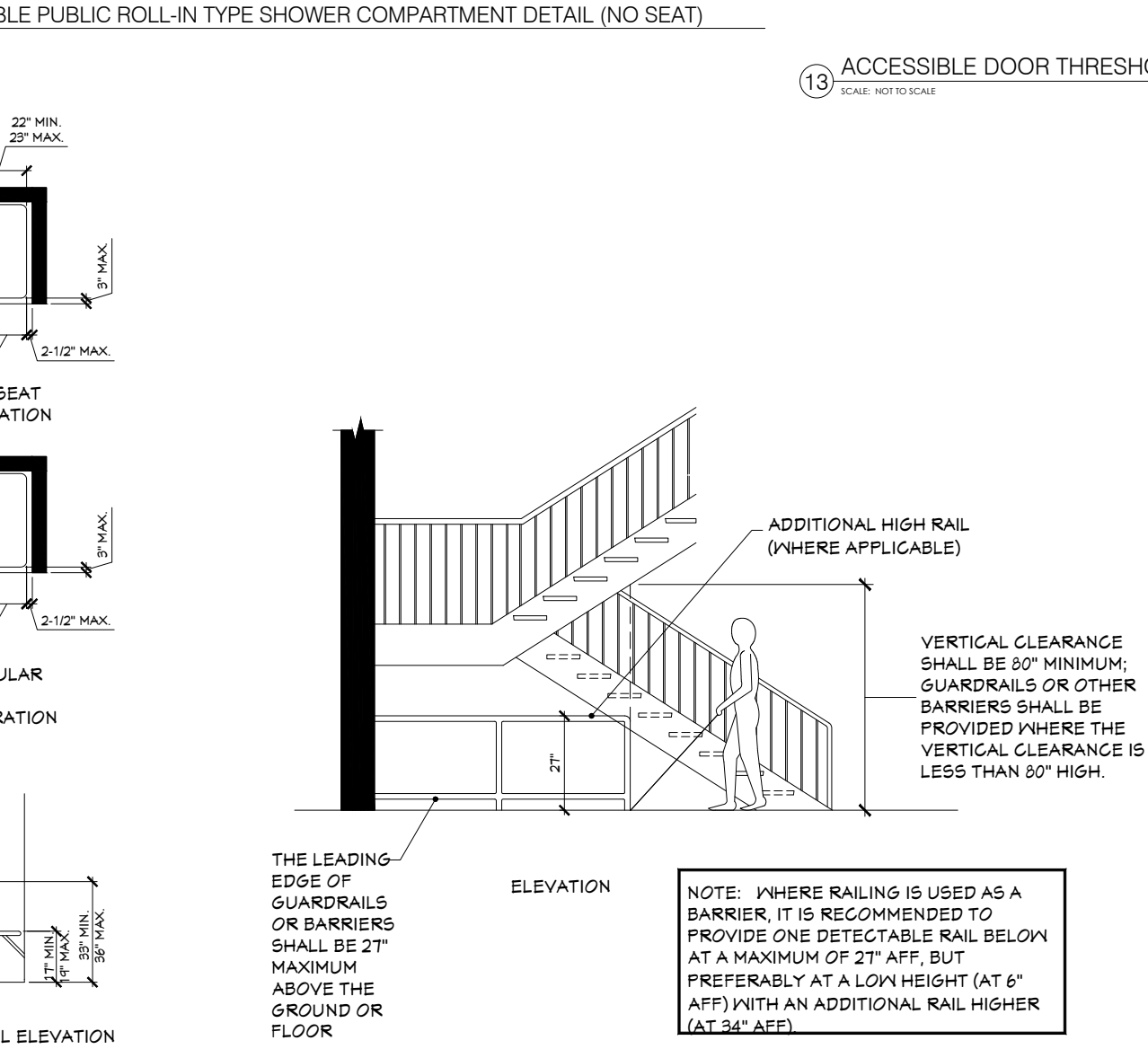
- NOTES:
- THE FLOOR OR GROUND SURFACE WITHIN THE REQUIRED MANEUVERING CLEARANCES OR CLEAR FLOOR SPACE SHALL SLOPE NO MORE THAN 1:48 (2%) AND CHANGES IN LEVEL WITHIN THIS AREA ARE NOT PERMITTED.
  - WHERE TURNING SPACE IS REQUIRED, THE CIRCLE OR THE T-SHAPE SPACE MAY BE USED.



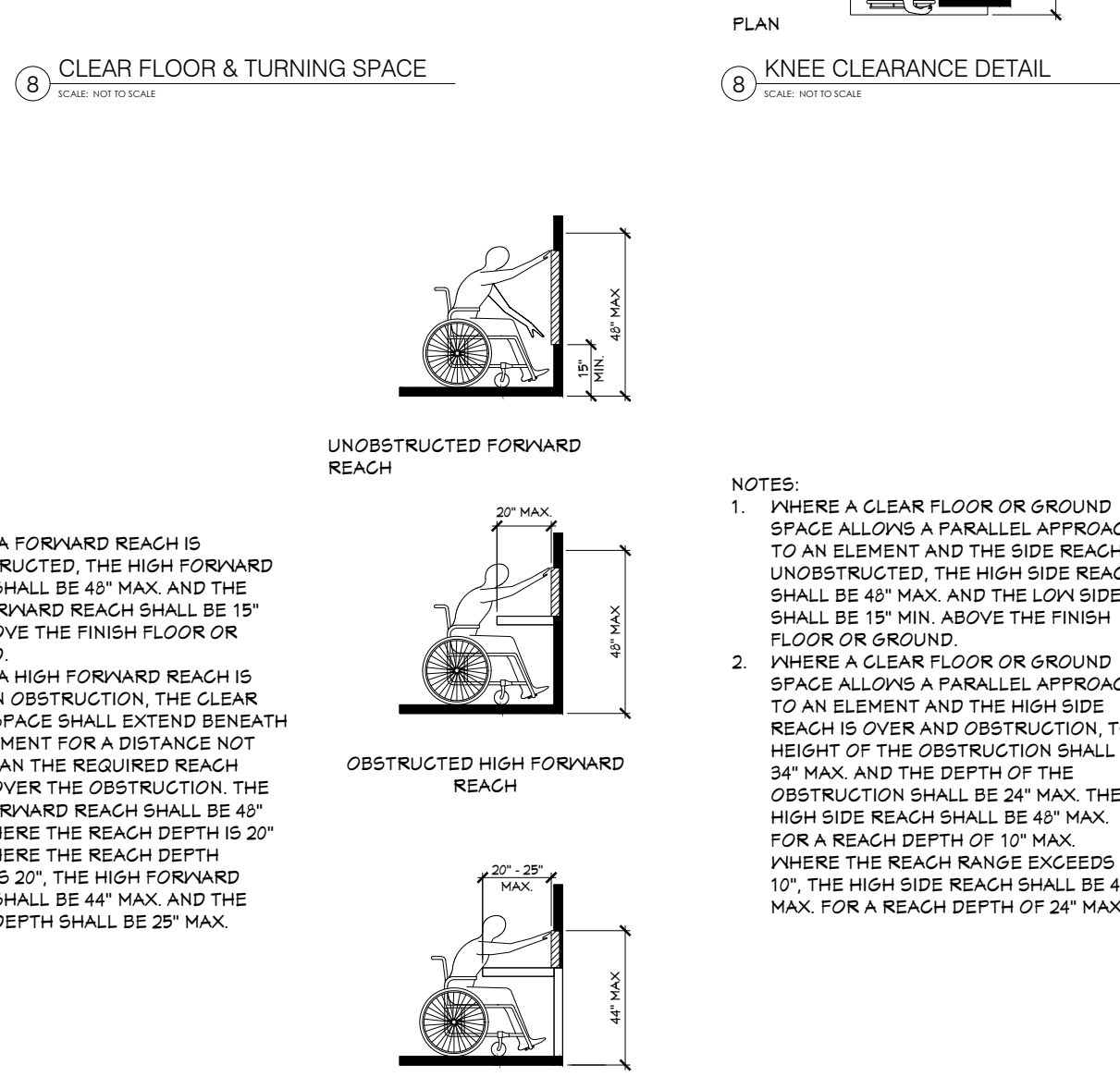
- NOTES:
- SPACE UNDER AN ELEMENT BETWEEN THE FINISH FLOOR OR GROUND AND 4" ABOVE THE FINISH FLOOR OR GROUND SHALL BE CONSIDERED TOE CLEARANCE.
  - TOE CLEARANCE SHALL EXTEND 25" MAX. UNDER ELEMENT AT 4" ABOVE THE FINISH FLOOR OR GROUND.
  - WHERE KNEE CLEARANCE IS REQUIRED UNDER AN ELEMENT AS PART OF A CLEAR FLOOR SPACE, THE KNEE CLEARANCE SHALL BE 11" DEEP MIN. AT 4" ABOVE THE FLOOR OR GROUND, AND 8" DEEP MIN. AT 2" ABOVE THE FINISH FLOOR OR GROUND.
  - BETWEEN 4" AND 27" ABOVE THE FINISH FLOOR OR GROUND, THE KNEE CLEARANCE SHALL BE PERMITTED TO REDUCE AT A RATE OF 1/4" DEPTH FOR EVERY 8" IN HEIGHT.



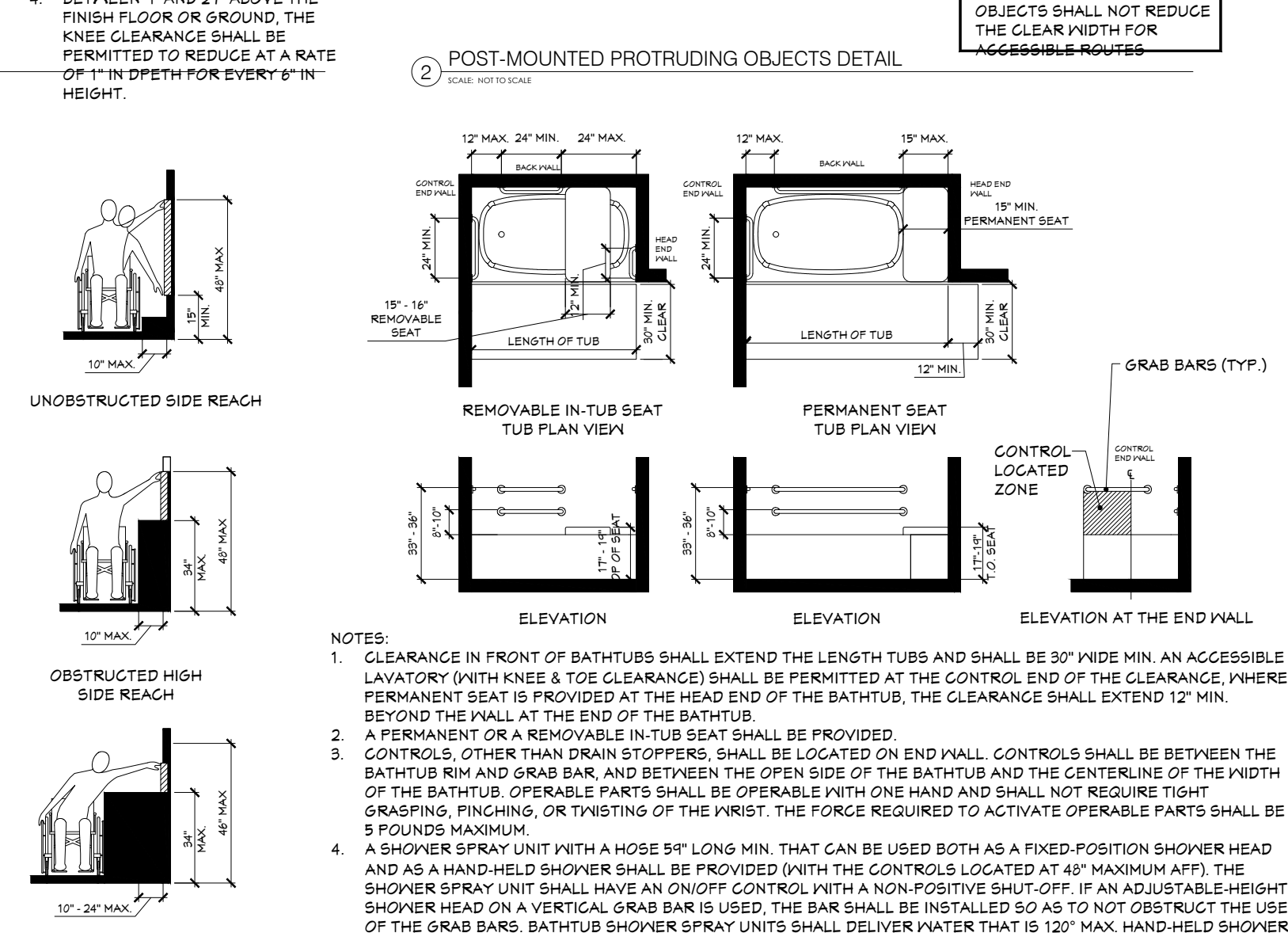
- NOTES:
- WHERE THE DEPTH OF THE ALCOVE DEPTH IS GREATER THAN 24", THE MINIMUM REQUIRED WIDTH BETWEEN PRIVACY SCREENS AND/OR WALLS IS 36" MIN.



- NOTES:
- WHERE RAILING IS USED AS A BARRIER IT IS RECOMMENDED TO PROVIDE ONE DETECTABLE RAIL BELOW AT A MAXIMUM OF 27" AFF, BUT PREFERABLY AT A LOW HEIGHT (AT 6" AFF) WITH AN ADDITIONAL RAIL HIGHER (AT 34" AFF).



- NOTES:
- WHERE A FORWARD REACH IS UNOBSTRUCTED, THE HIGH FORWARD REACH SHALL BE 48" MAX. AND THE LOW FORWARD REACH SHALL BE 15" MIN. ABOVE THE FINISH FLOOR OR GROUND.
  - WHERE A HIGH FORWARD REACH IS OVER AN OBSTRUCTION, THE CLEAR FLOOR SPACE SHALL EXTEND BENEATH THE ELEMENT FOR A DISTANCE NOT LESS THAN THE REQUIRED REACH DEPTH OVER THE OBSTRUCTION. THE HIGH FORWARD REACH SHALL BE 48" MAX. WHERE THE REACH DEPTH EXCEEDS 20". THE HIGH FORWARD REACH SHALL BE 44" MAX. AND THE REACH DEPTH SHALL BE 29" MAX.



- NOTES:
- WHERE A CLEAR FLOOR OR GROUND SPACE ALLOWS A PARALLEL APPROACH TO AN ELEMENT AND THE SIDE REACH IS UNOBSTRUCTED, THE HIGH SIDE REACH SHALL BE 48" MAX. AND THE LOW SIDE REACH SHALL BE 15" MIN. ABOVE THE FINISH FLOOR OR GROUND.
  - WHERE A CLEAR FLOOR OR GROUND SPACE ALLOWS A PARALLEL APPROACH TO AN ELEMENT AND THE HIGH SIDE REACH IS OVER AN OBSTRUCTION, THE HEIGHT OF THE OBSTRUCTION SHALL BE 34" MAX. AND THE DEPTH OF THE OBSTRUCTION SHALL BE 24" MAX. THE HIGH SIDE REACH SHALL BE 48" MAX. FOR A REACH DEPTH OF 10" MAX. WHERE THE REACH RANGE EXCEEDS 10", THE HIGH SIDE REACH SHALL BE 46" MAX. FOR A REACH DEPTH OF 24" MAX.



TOTAL NUMBER OF GUEST ROOMS PROVIDED	MINIMUM NUMBER OF REQUIRED ROOMS WITH ROLL-IN SHOWERS	MINIMUM NUMBER OF REQUIRED ROOMS WITH ROLL-IN SHOWERS	TOTAL NUMBER OF REQUIRED ROOMS
1 TO 25	1	0	1
26 TO 50	2	0	4
51 TO 75	3	1	4
76 TO 100	4	1	5
101 TO 150	5	2	7
151 TO 200	6	2	8
201 TO 300	7	3	10
301 TO 400	8	4	12
401 TO 500	9	4	13
501 TO 1000	2% OF TOTAL	1% OF TOTAL	3% OF TOTAL
1001 AND OVER	20, PLUS 1 FOR EACH 100, OR FRACTION THEREOF, OVER 1000	10, PLUS 1 FOR EACH 100, OR FRACTION THEREOF, OVER 1000	30, PLUS 3 FOR EACH 100, OR FRACTION THEREOF, OVER 1000

TOTAL NUMBER OF GUEST ROOMS PROVIDED	MINIMUM NUMBER OF REQUIRED ROOMS WITH COMMUNICATION FEATURES
1 TO 25	2
26 TO 50	4
51 TO 75	7
76 TO 100	9
101 TO 150	12
151 TO 200	14
201 TO 300	17
301 TO 400	20
401 TO 500	22
501 TO 1000	5% OF TOTAL
1001 AND OVER	50, PLUS 3 FOR EACH 100, OR FRACTION THEREOF, OVER 1000

GENERAL NOTES:  
TRANSFER-TYPE SHOWER COMPARTMENTS SHALL BE 36" BY 36" CLEAR INSIDE DIMENSIONS MEASURED AT THE CENTER POINTS OF OPPOSING SIDES AND SHALL HAVE A MINIMUM 36" WIDE ENTRY ON THE FACE OF THE SHOWER.

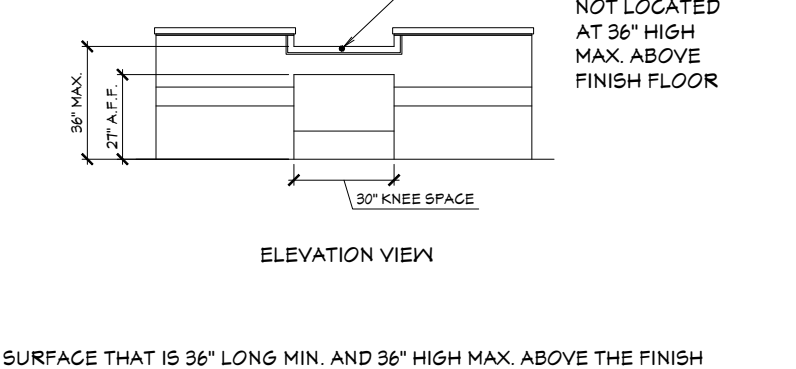
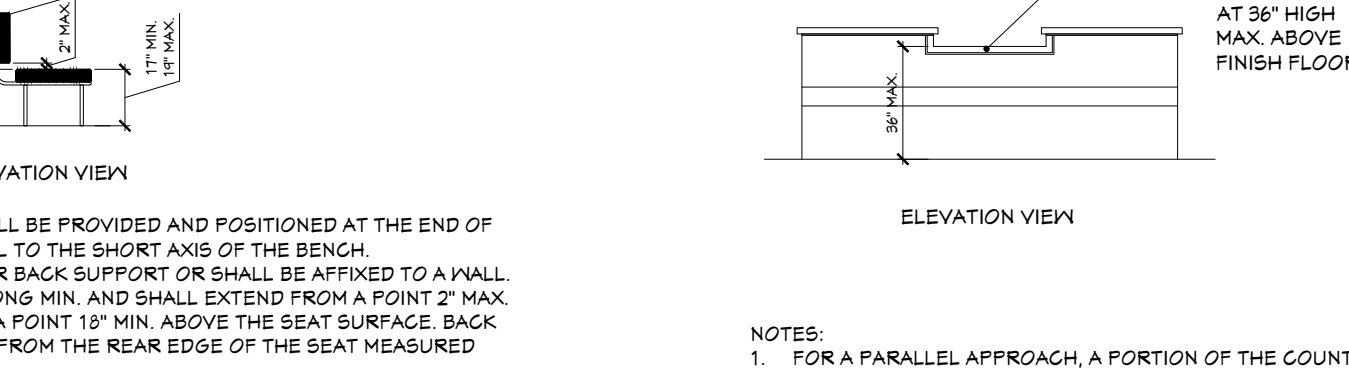
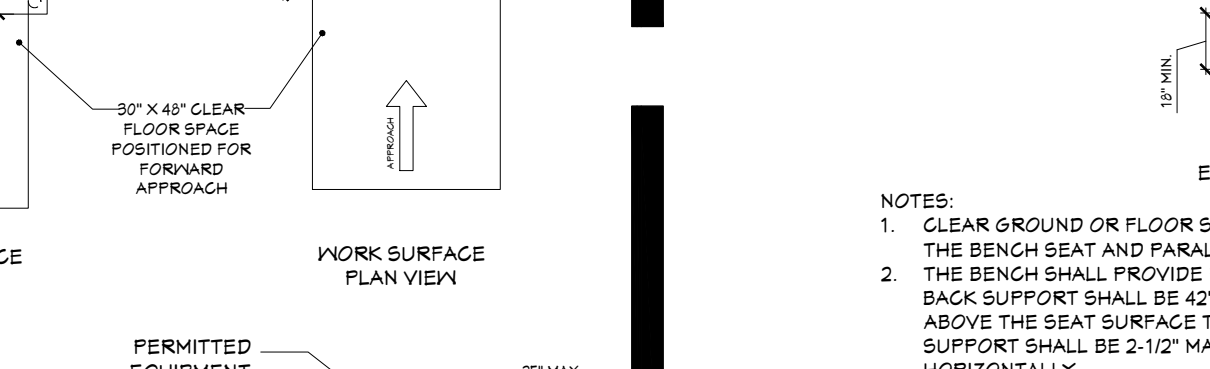
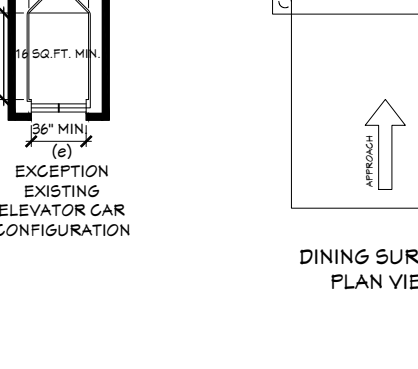
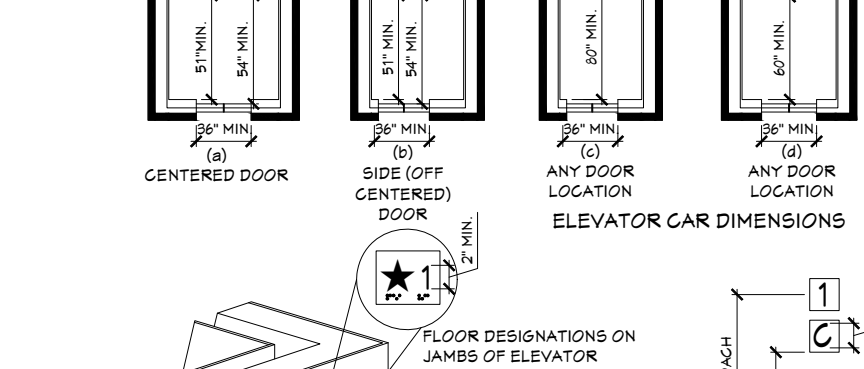
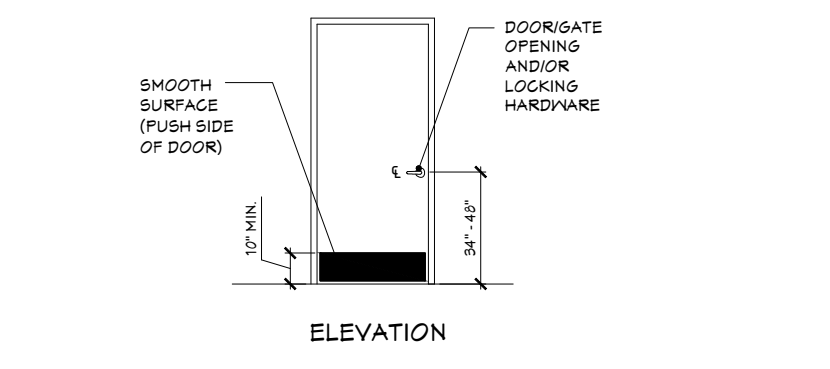
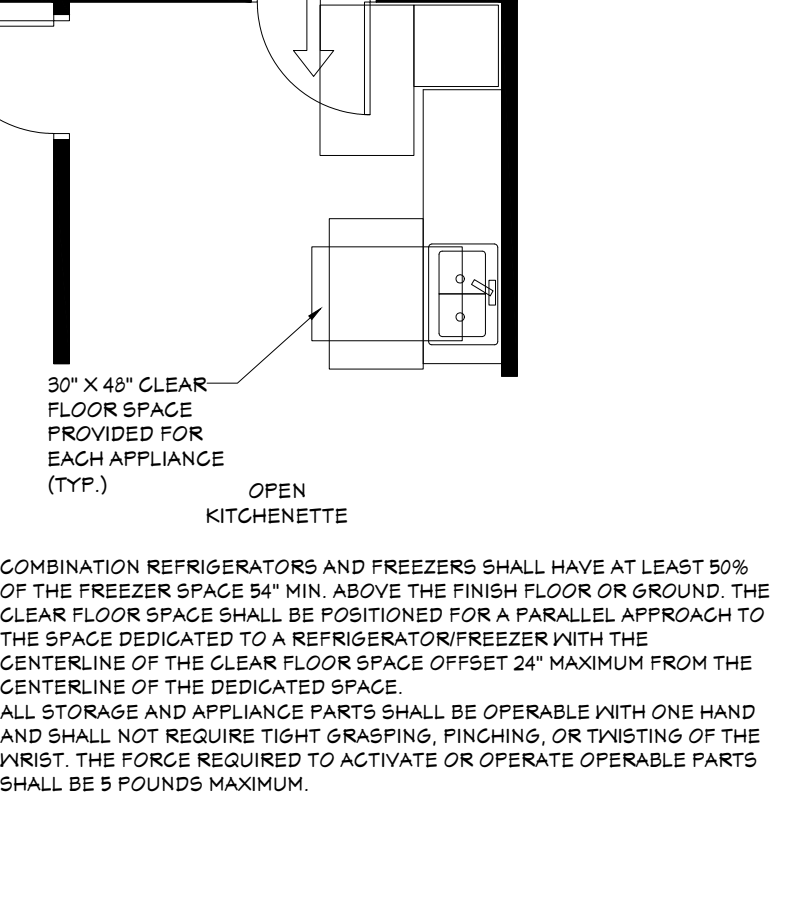
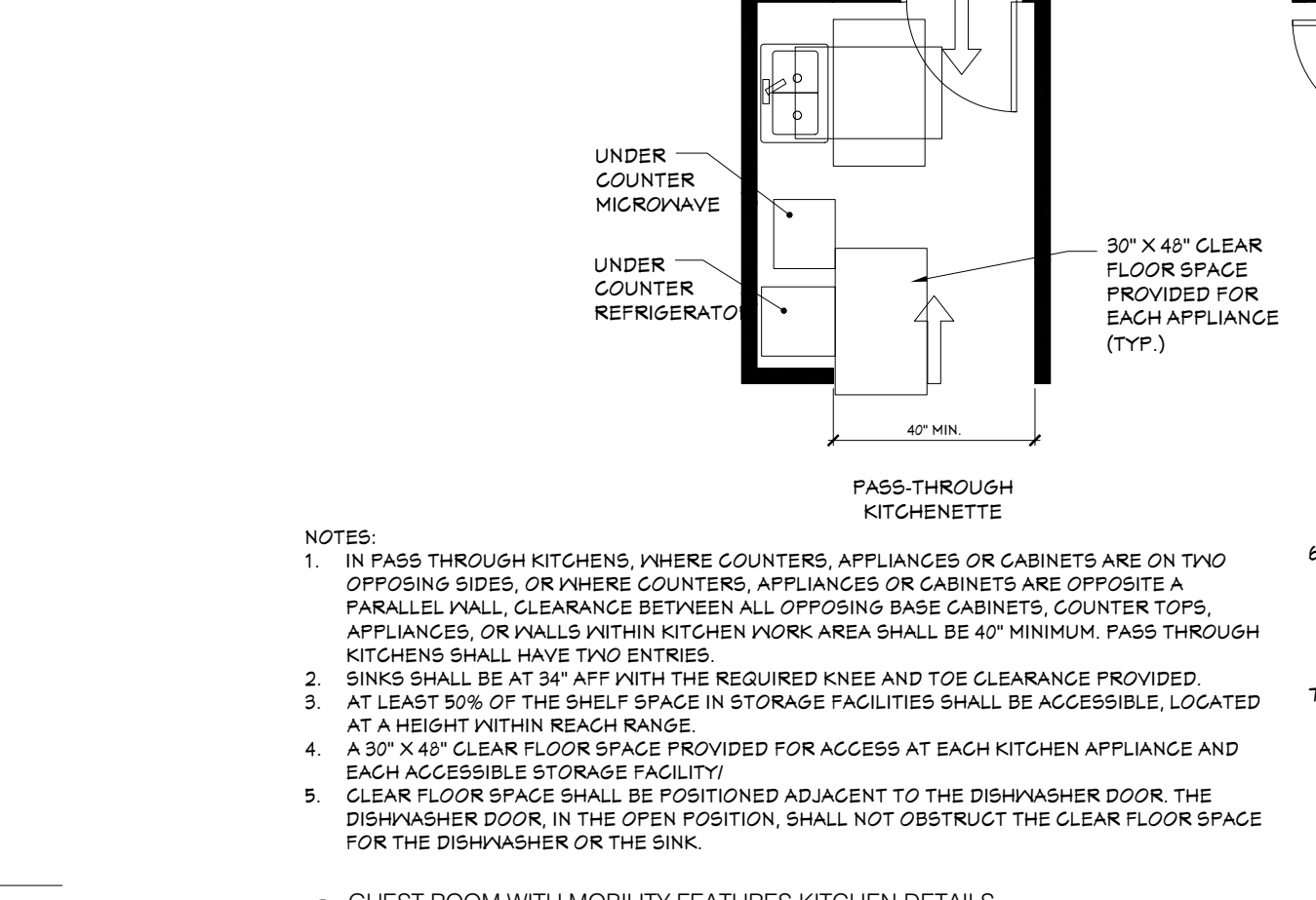
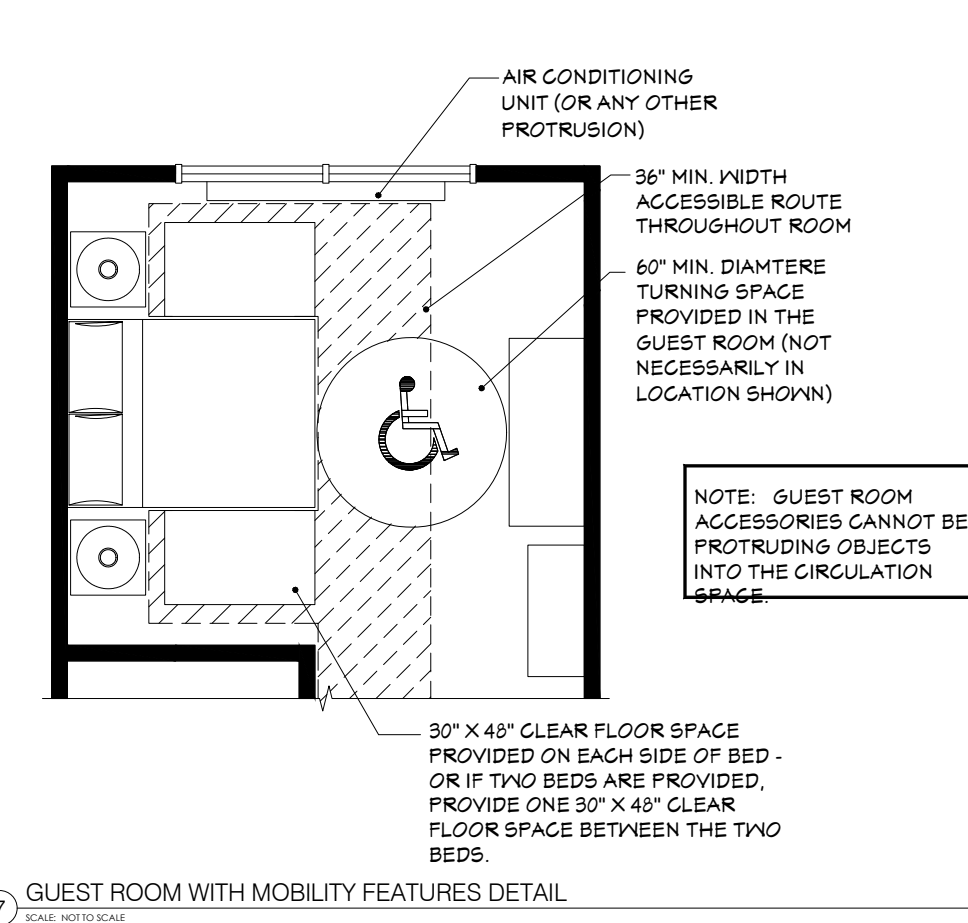
- GUEST ROOMS REQUIRED TO PROVIDE MOBILITY FEATURES AND GUEST ROOMS REQUIRED TO PROVIDE COMMUNICATION FEATURES SHALL BE DISPERSED AMONG THE GUEST ROOMS, AND SHALL PROVIDE CHOICES OF TYPES OF GUEST ROOMS, NUMBER OF BEDS, AND OTHER AMENITIES COMPARABLE TO THE CHOICES PROVIDED TO OTHER GUEST ROOMS. WHERE THE MINIMUM NUMBER OF GUEST ROOMS REQUIRED IS NOT SUFFICIENT TO ALLOW FOR COMPARABLE CHOICES, GUEST ROOM TYPES, NUMBER OF BEDS, AND AMENITIES AT LEAST ONE GUEST ROOM REQUIRED TO PROVIDE MOBILITY FEATURES SHALL ALSO PROVIDE COMMUNICATION FEATURES. NOT MORE THAN 10% OF GUEST ROOMS REQUIRED TO PROVIDE MOBILITY FEATURES SHALL OVERLAP WITH THE MINIMUM NUMBER OF GUEST ROOMS REQUIRED TO PROVIDE COMMUNICATION FEATURES.
- FIRE ALARM SYSTEMS SHALL HAVE PERMANENTLY INSTALLED AUDIBLE AND VISUAL ALARMS.
- VISIBLE NOTIFICATION DEVICES SHALL BE PROVIDED TO ALERT ROOM OCCUPANTS OF INCOMING TELEPHONE CALLS AND A DOOR KNOCK OR BELL. NOTIFICATION DEVICES SHALL NOT BE CONNECTED TO VISUAL ALARM SIGNAL APPLIANCES. TELEPHONES SHALL HAVE VOLUME CONTROLS COMPATIBLE WITH THE TELEPHONE SYSTEM. TELEPHONES SHALL BE SERVED BY AN ELECTRICAL OUTLET LOCATED WITHIN 45" OF THE TELEPHONE TO FACILITATE THE USE OF A TTY.

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TRANSFER-TYPE SHOWER COMPARTMENTS SHALL BE 36" BY 36" CLEAR INSIDE DIMENSIONS MEASURED AT THE CENTER POINTS OF OPPOSING SIDES AND SHALL HAVE A MINIMUM 36" WIDE ENTRY ON THE FACE OF THE SHOWER.

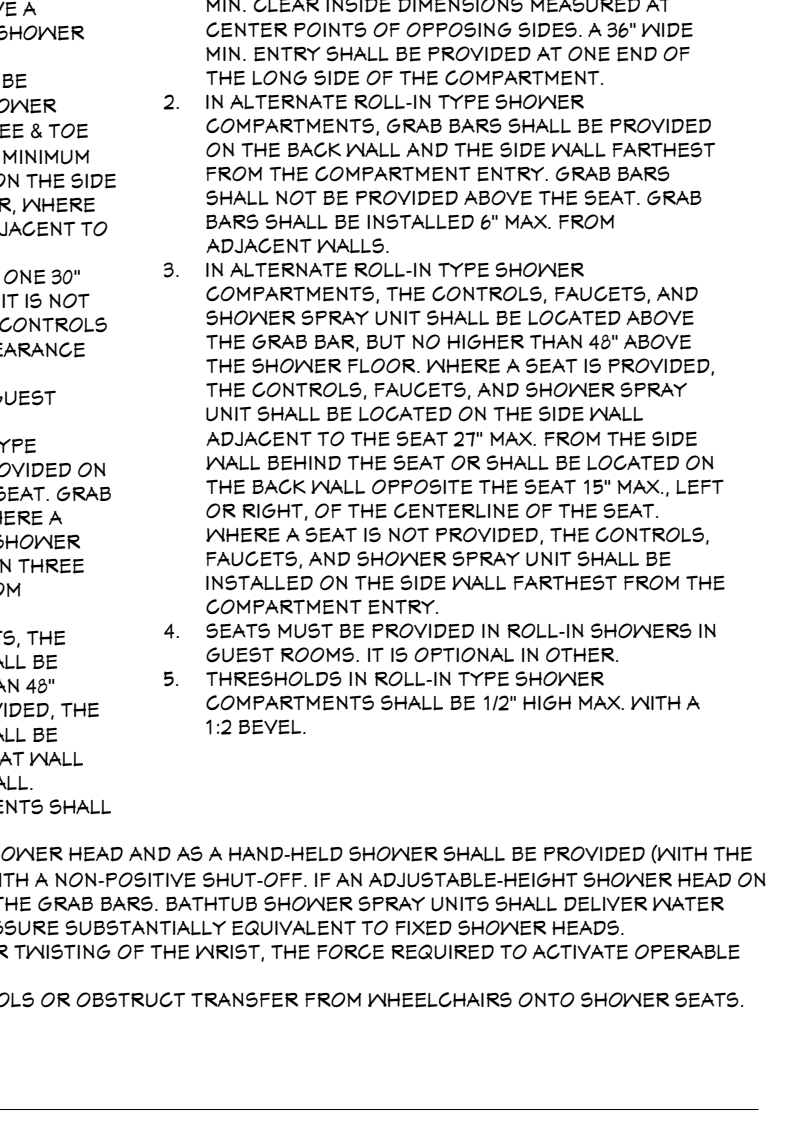
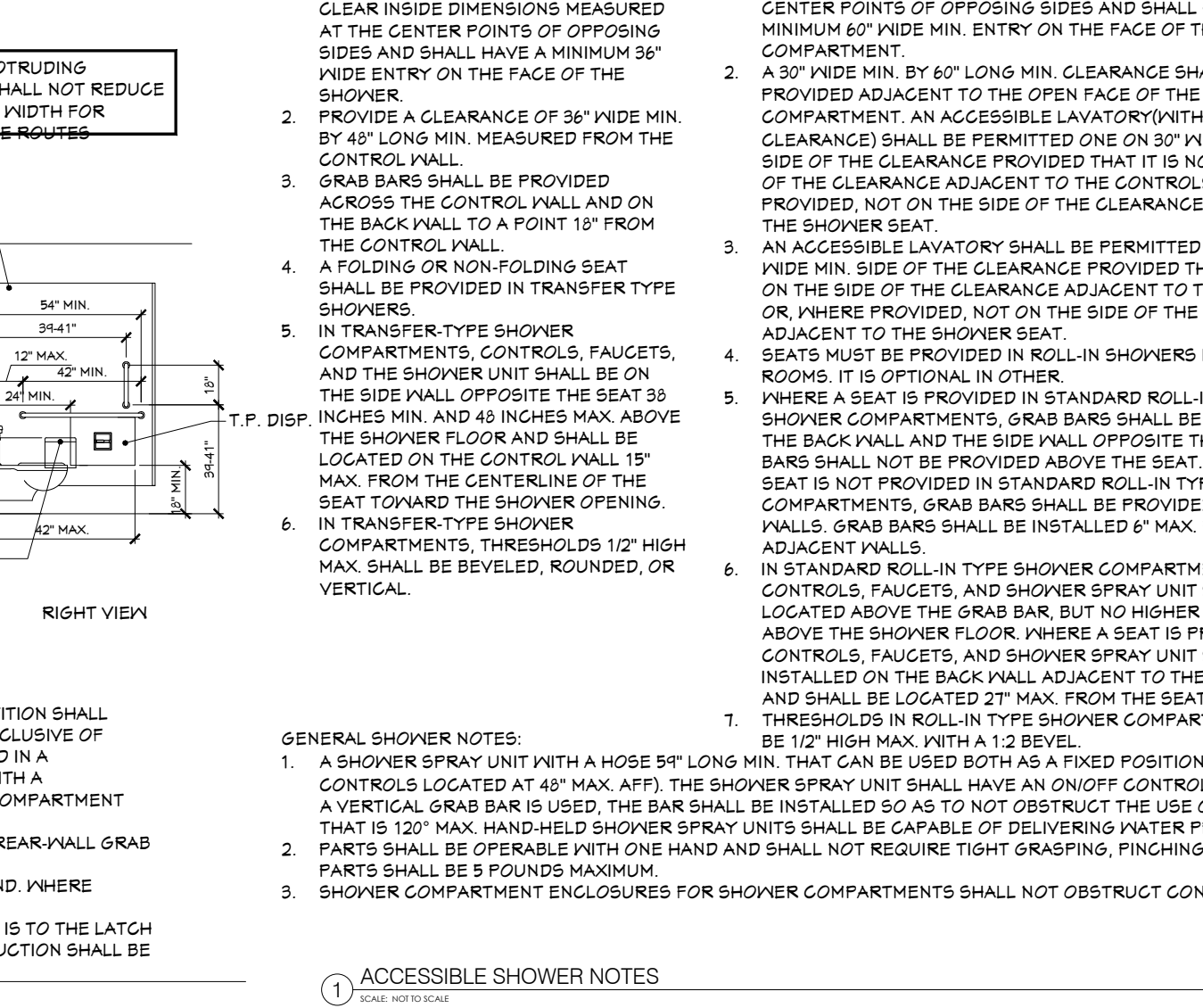
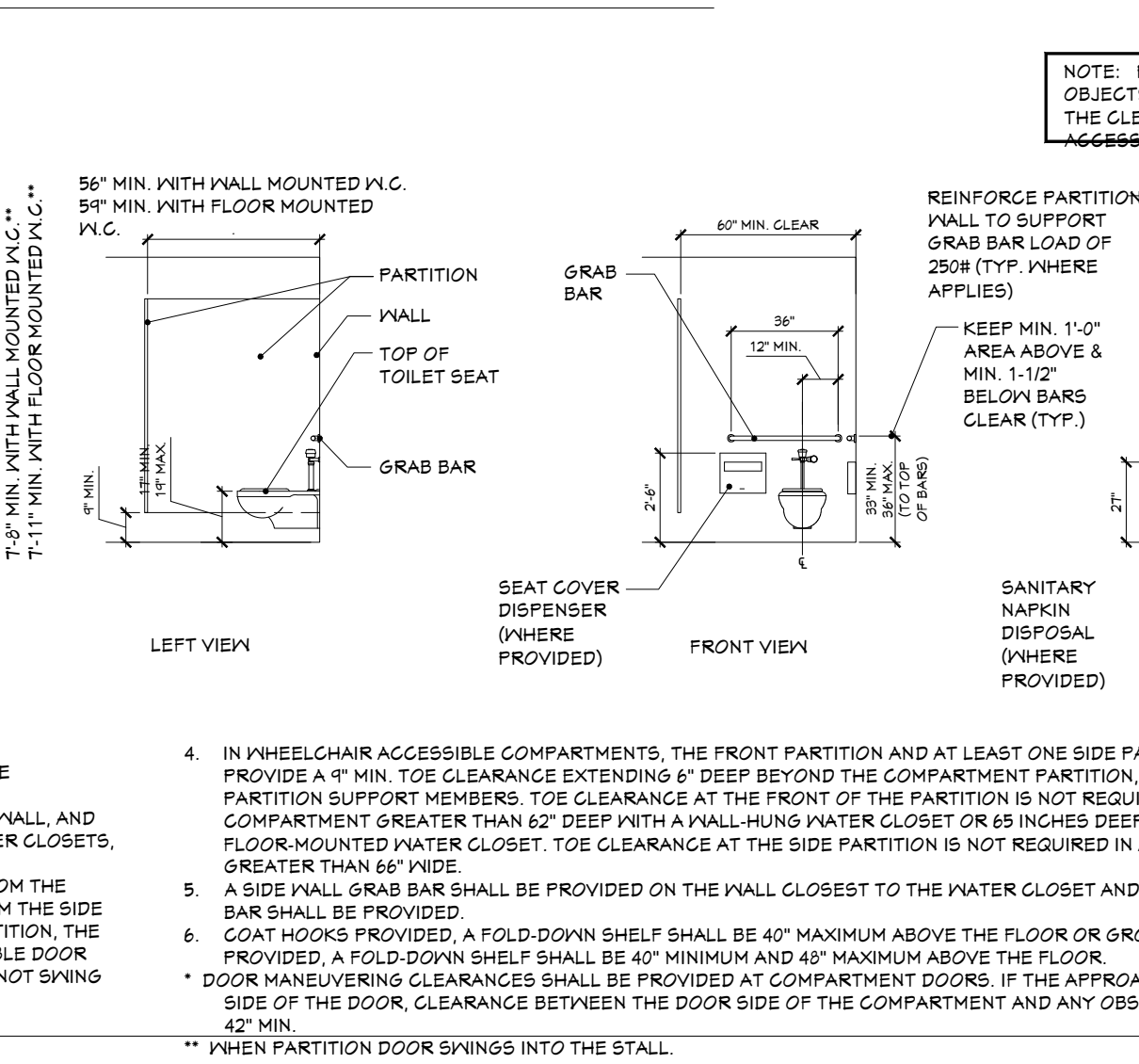
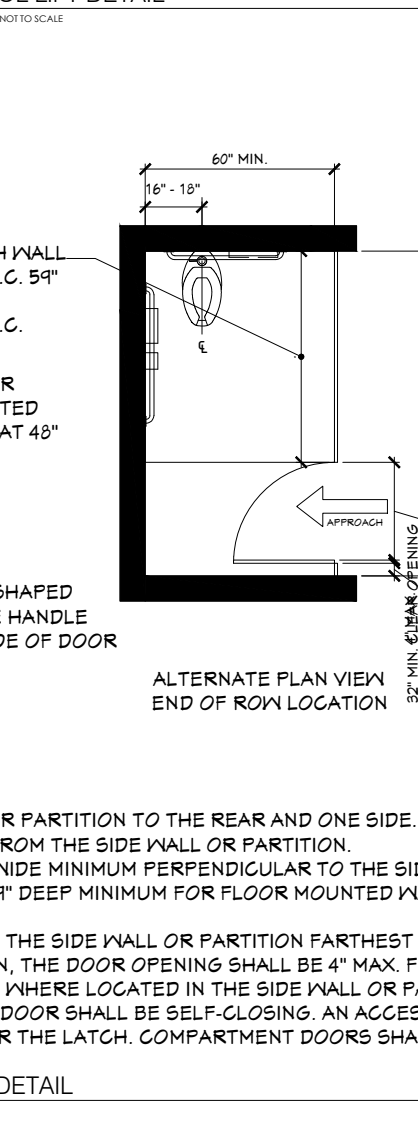
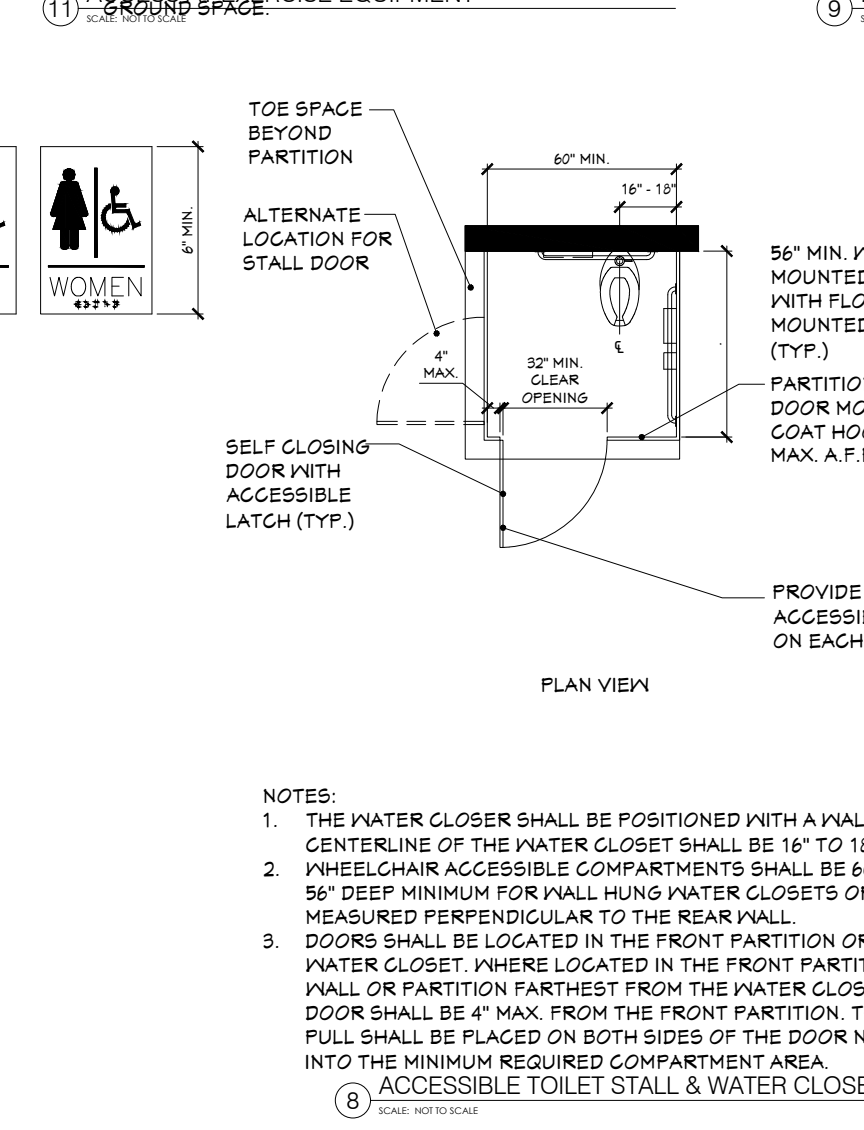
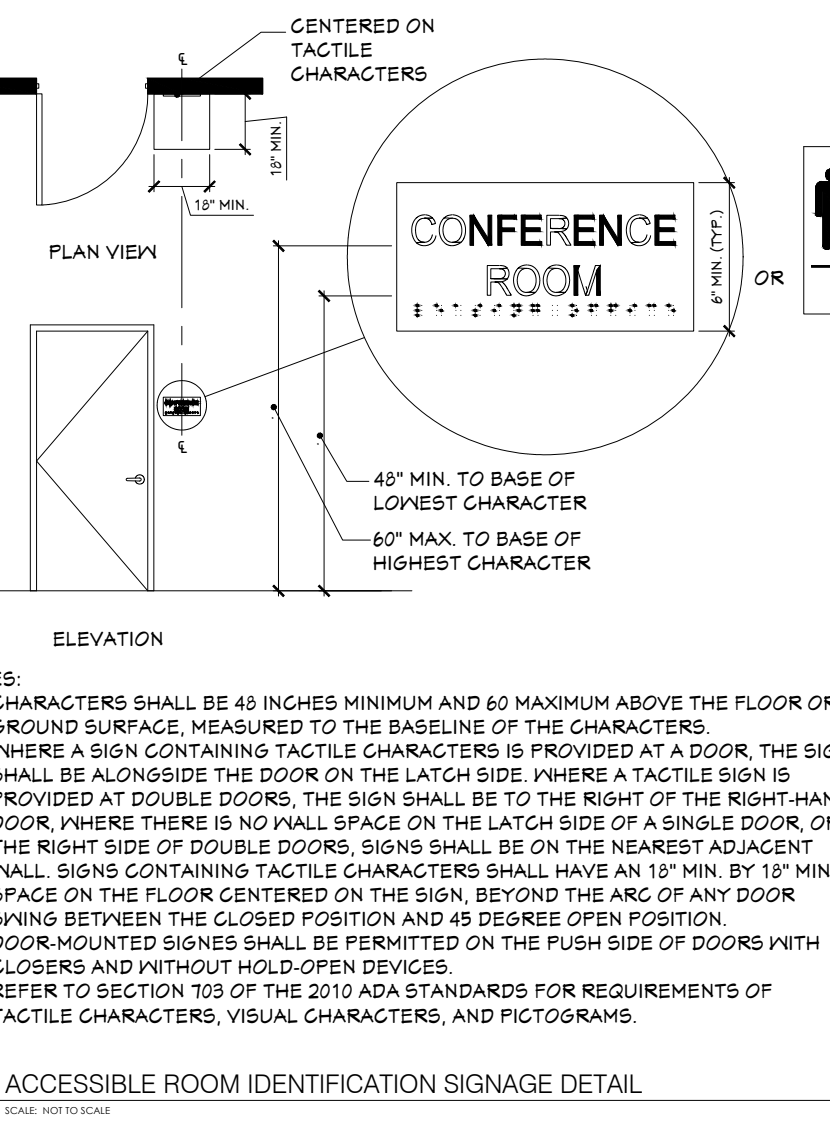
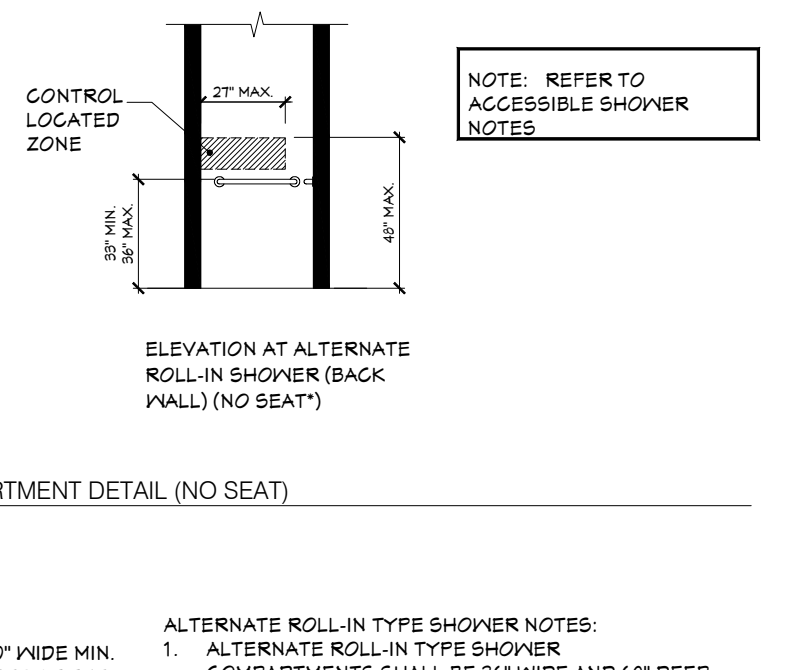
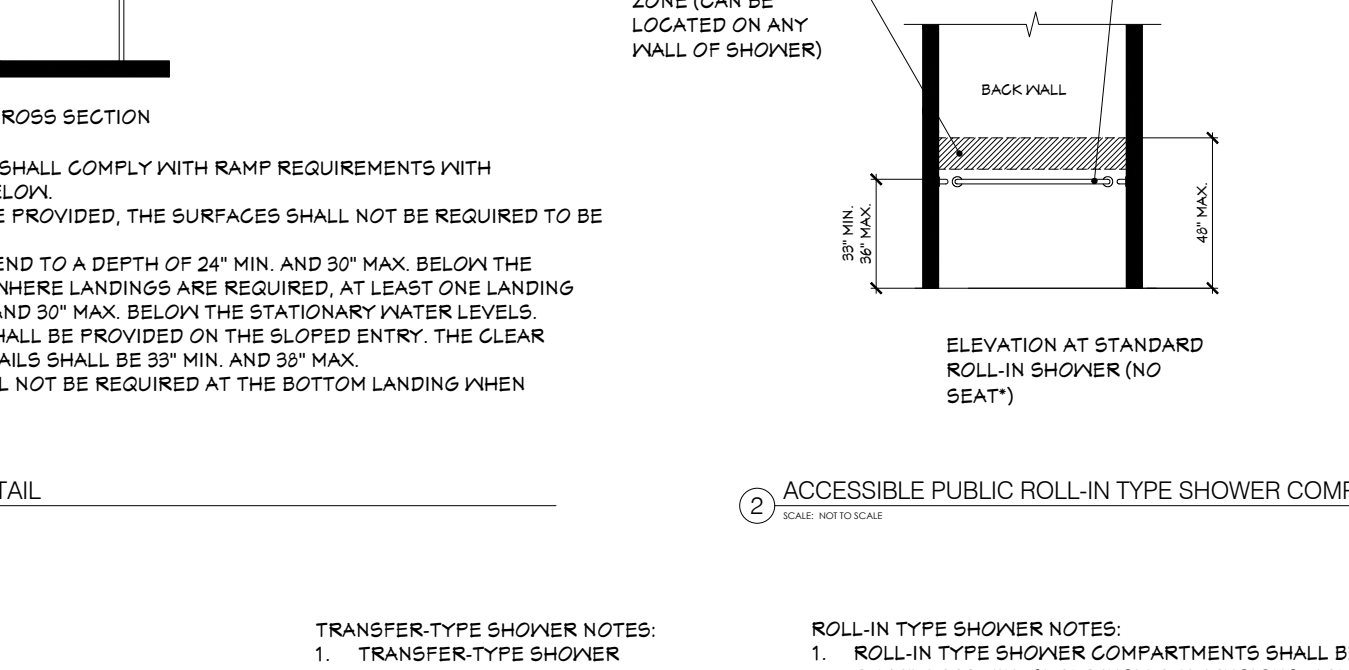
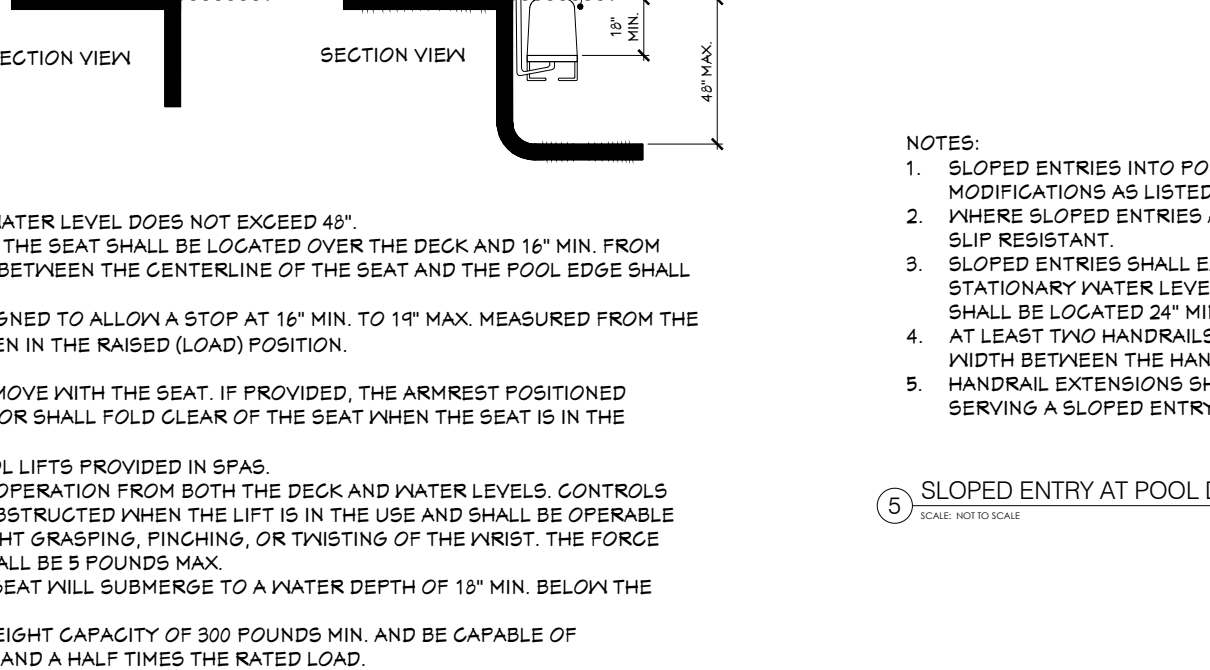
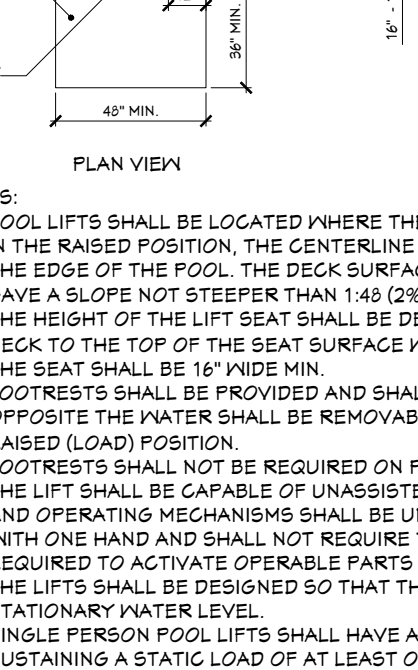
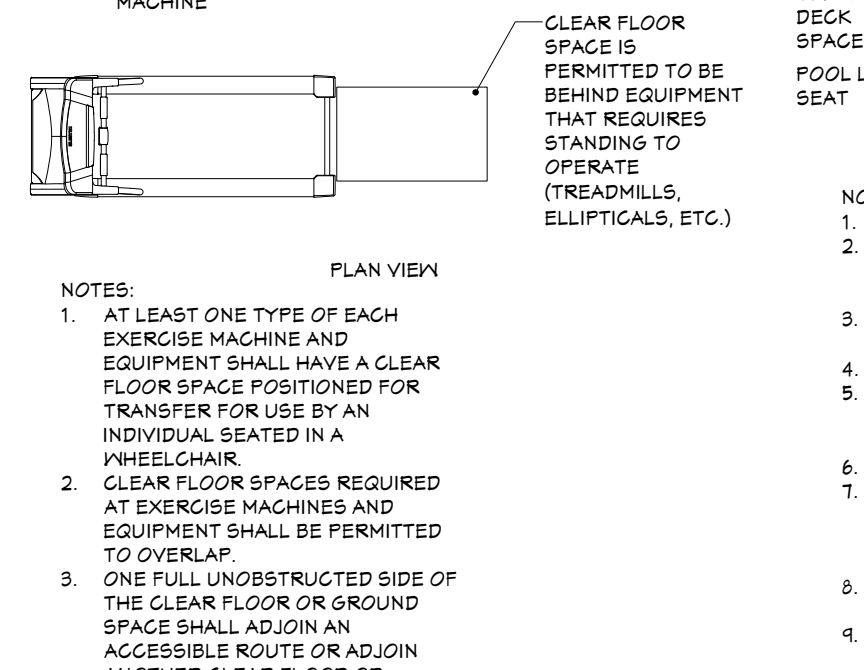
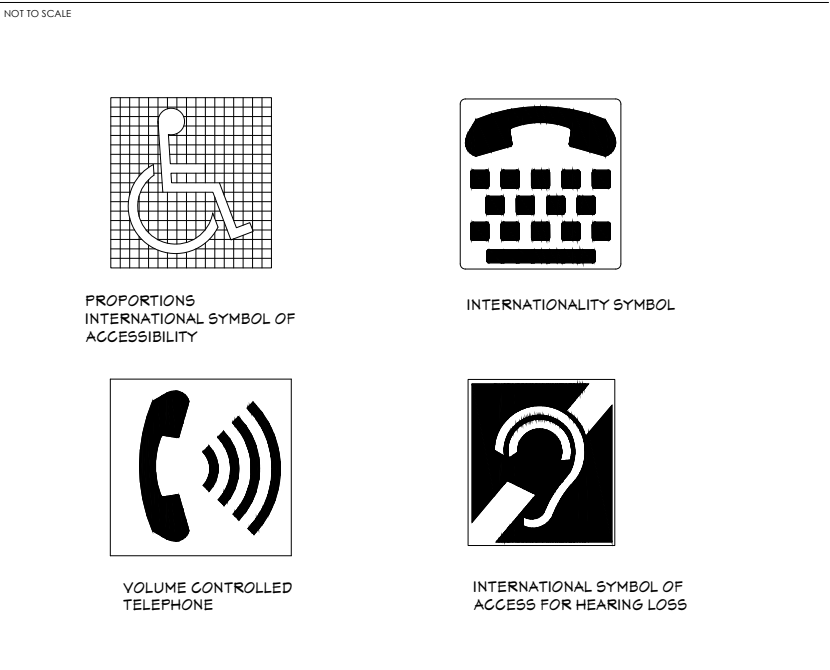
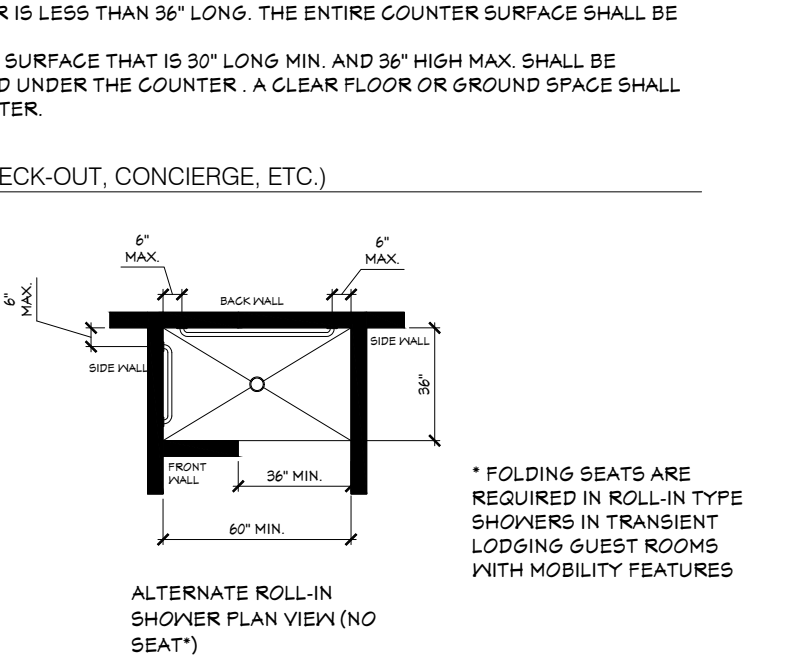
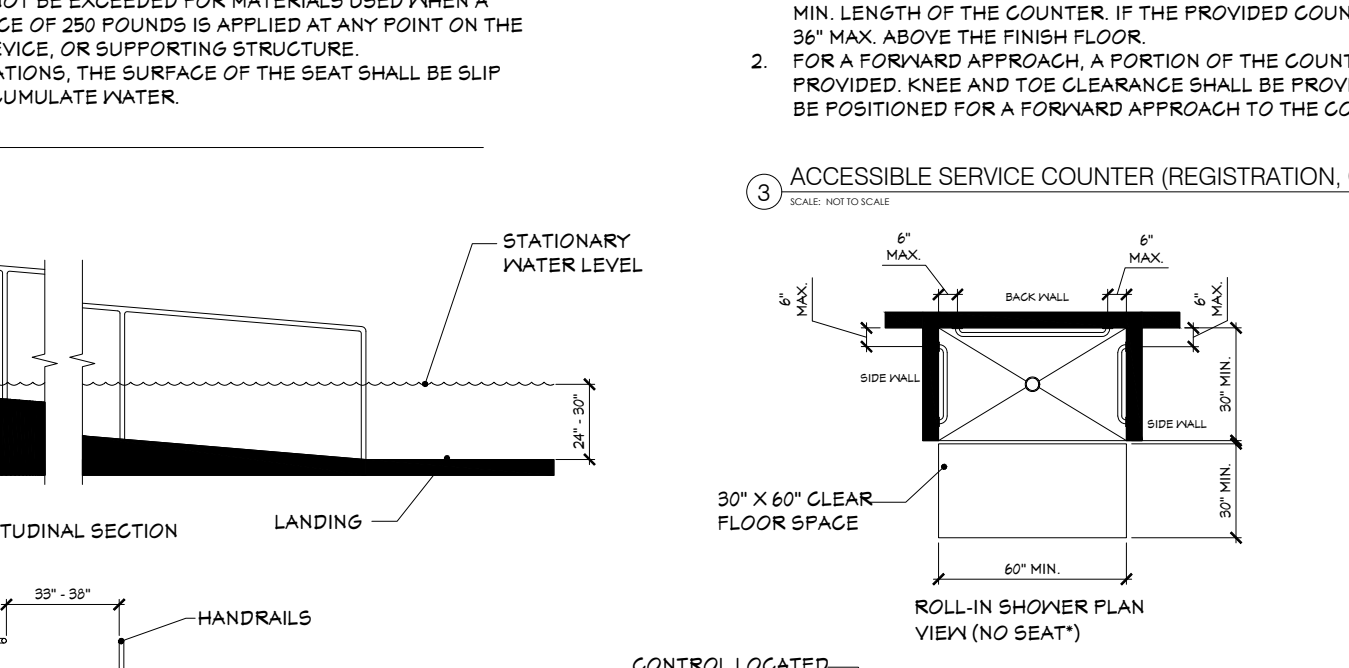
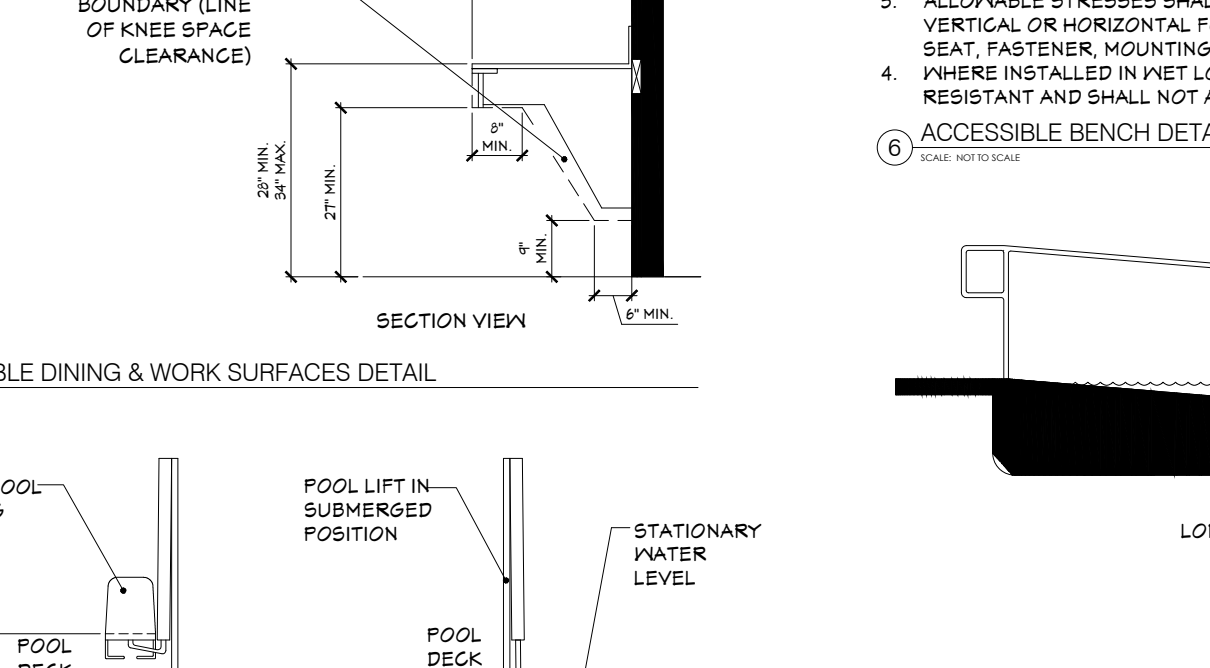
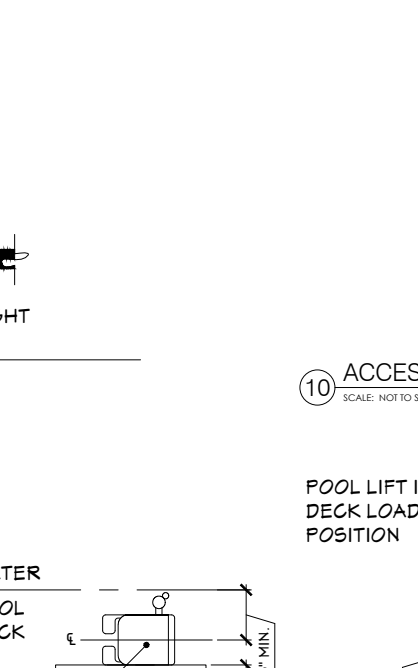
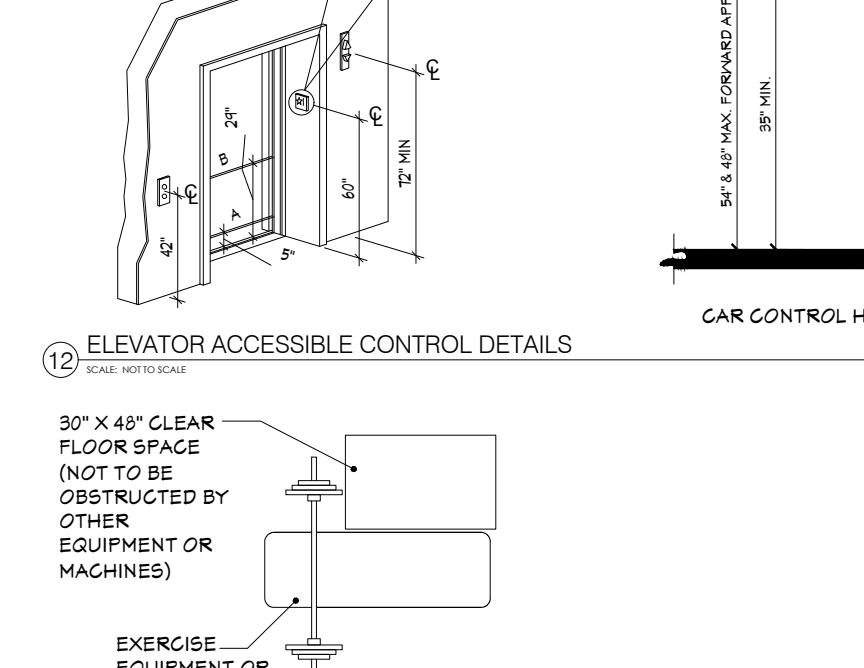
- GUEST ROOMS WITH COMMUNICATION FEATURES NOTES:  
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2. VISIBLE NOTIFICATION DEVICES SHALL BE PROVIDED TO ALERT ROOM OCCUPANTS OF INCOMING TELEPHONE CALLS AND A DOOR KNOCK OR BELL. NOTIFICATION DEVICES SHALL NOT BE CONNECTED TO VISUAL ALARM SIGNAL APPLIANCES. TELEPHONES SHALL HAVE VOLUME CONTROLS COMPATIBLE WITH THE TELEPHONE SYSTEM. TELEPHONES SHALL BE SERVED BY AN ELECTRICAL OUTLET LOCATED WITHIN 45" OF THE TELEPHONE TO FACILITATE THE USE OF A TTY.

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- NOTES:  
HANDLES, PULLS, LATCHES, LOCKS, AND OTHER OPERABLE PARTS ON ACCESSIBLE DOORS SHALL HAVE A SHAPE THAT IS EASY TO GRIP WITH ONE HAND AND DOES NOT REQUIRE TIGHT GRASPING, FINCHING, OR TWISTING OF THE WRIST TO OPERATE. SUCH HARDWARE SHALL BE 34" HIGH MINIMUM ABOVE THE FINISH FLOOR OR GROUND, WHERE SLIDING DOORS ARE IN THE FULL OPEN POSITION, OPERATING HARDWARE SHALL BE EXPOSED AND USABLE FROM BOTH SIDES. DOOR CLOSERS SHALL BE ADJUSTED SO THAT FROM AN OPEN POSITION OF 40 DEGREES, THE TIME REQUIRED TO MOVE THE DOOR TO AN OPEN POSITION OF 12 DEGREES SHALL BE 5 SECONDS MINIMUM. DOOR SPRING HINGES SHALL BE ADJUSTED SO THAT FROM THE OPEN POSITION OF 10 DEGREES, THE DOOR SHALL MOVE TO THE CLOSED POSITION IN 1.5 SECONDS MINIMUM, MEASURED UNDER AMBIENT CONDITIONS. FIRE DOORS SHALL HAVE THE MINIMUM OPENING FORCE ALLOWED BY THE APPROPRIATE ADMINISTRATIVE AUTHORITY. THE MAXIMUM FOR PUSHING OPEN OR PULLING OPEN DOORS OTHER THAN FIRE DOORS SHALL BE AS FOLLOWS:  
1) INTERIOR HINGED DOOR: 5.0 POUNDS  
2) SLIDING OR FOLDING DOOR: 5.0 POUNDS  
3) THESE FORCES DO NOT APPLY TO THE FORCE REQUIRED TO RETRACT LATCH BOLTS OR DISengage OTHER DEVICES THAT HOLD THE DOOR IN A CLOSED POSITION.  
4) DOOR SURFACES WITHIN 10 INCHES OF THE FLOOR OR GROUND MEASURED VERTICALLY SHALL BE A SMOOTH SURFACE ON THE PUSH SIDE EXTENDING THE FULL WIDTH OF THE DOOR. PARTS CREATING HORIZONTAL JOINTS IN SUCH SURFACE SHALL BE WITHIN 1/16 INCH OF THE SAME PLANE AS THE OTHER CAVITIES CREATED BY ADDED KICK PLATES SHALL BE CAPPED.





## MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

**DATE:** August 23, 2019

**TO:** Chairman Wascher and Planning Commissioners

**FROM:** Nathan Henne  
City Manager

**SUBJECT:** Set Public Hearing for Administrative Site Plan Review Ordinance

### RECOMMENDATION:

Staff recommends setting a public hearing for Monday, September 23, 2019 to receive public comment on the Administrative Site Plan Review Ordinance.

### BACKGROUND:

The City does not have any means to approve minor site plans at the staff level like other communities. Having this ability would streamline the process for small projects by precluding the need to have a full Planning Commission site plan review. This new ordinance would streamline the process and satisfy a small portion of our Redevelopment Ready Community certification efforts.

### SUMMARY:

This new ordinance would allow city staff to approve:

1. New construction of any permitted non-residential or multi-family development that is less than 2000 sq. ft.
2. Construction of an addition less than 2000 sq. ft. in a non-residential district
3. Construction of expansion of an impervious surface less than 5000 sq. ft.
4. Changes in use from a non-conforming use to a more conforming use
5. A vacant existing building or site to be re-occupied by a use permitted and will not require any significant changes in existing site facilities such as parking, landscaping, lighting, or sidewalks
6. Installation of pavement or curbing improvements provided the number of spaces remain constant and the plans and construction are approved by the City Engineer
7. Relocation of a waste receptacle or screening around the waste receptacle
8. Accessory structures in non-residential districts
9. Temporary uses, sales, and seasonal events
10. Erection of a tower, antenna, or other community facility, essential public service building.
11. Minor revisions to an approved site plan limited to:
  - a. Changes to façade or architectural features
  - b. Alterations/substitutions/expansions of approved landscaping areas consistent with the other requirements of the Ordinance

Site plan application and submittal requirements are required for administrative site plan approval.

**RECOMMENDATION:**

Set Public Hearing to consider Administrative Site Plan Review Ordinance for the September 23, 2019 Planning Commission Meeting.

**SETTING A PUBLIC HEARING TO  
AMEND CHAPTER 38 ZONING OF THE CODE OF ORDINANCES  
TO ALLOW ADMINISTRATIVE SITE PLAN REVIEW**

**WHEREAS**, the city of Owosso Planning Commission reviews every site plan per Chapter 38, Article XVII, Section 390; and

**WHEREAS**, an Administrative Site Plan Review ordinance would allow the Zoning Official to review certain site plans; and

**WHEREAS**, an Administrative Site Plan Review would reduce the amount of time necessary to approve minor site plans; and

**WHEREAS**, the new ordinance would allow the Zoning Official to approve site plans including one of the following:

1. New construction of any permitted non-residential or multi-family development that is less than 2000 sq. ft.
2. Construction of an addition less than 2000 sq. ft. in a non-residential district
3. Construction of expansion of an impervious surface less than 5000 sq. ft.
4. Changes in use from a non-conforming use to a more conforming use
5. A vacant existing building or site to be re-occupied by a use permitted and will not require any significant changes in existing site facilities such as parking, landscaping, lighting, or sidewalks
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  - a. Changes to façade or architectural features
  - b. Alterations/substitutions/expansions of approved landscaping areas consistent with the other requirements of the Ordinance

**WHEREAS**, a public hearing must be held by the Owosso Planning Commission to take public comment on the proposed Administrative Site Plan Review Ordinance.

**NOW THEREFORE BE IT RESOLVED**, that Chapter 38, Zoning Code of the City of Owosso be amended as follows:

Section 1. That Chapter 38, Zoning Code of the City of Owosso Sec. 38-390, *Site Plan Review*, reflect the following changes:

Sec. 38-390. - Site plan review.

When provisions of this chapter require submission of a site plan -, it shall be submitted in accordance with the provisions of this section. Site Plans may be approved administratively or by the Planning Commission, depending on the proposal.

- (1) Submission for approval. A site plan shall be required for the following:
  - a. Any use or development for which the submission of a site plan is required by any provision of this chapter;
  - b. Any development, except single-family and two-family residential, for which off-street parking areas are provided as required in section 38-380, off-street parking requirements;
  - c. Any use in an RM-1, RM-2, OS-1, B-1, B-2, B-3, B-4, I-1, I-2, P-1 or PUD district;

- d. Any use except single- or two-family residential which lies contiguous to a major thoroughfare or collector street;
  - e. All residentially related uses permitted in single-family districts such as, but not limited to, churches, schools, colleges, institutions, and public facilities;
  - f. Accessory buildings or building additions which require additional off-street parking.
- (2) All site plans must be reviewed and approved by the Planning Commission, with the exception of the following, that may qualify for an Administrative Site Plan Review.
- a. The Zoning Official, at his discretion, may send a development otherwise eligible for Administrative Site Plan Review to the Planning Commission for review and approval.
  - b. The following development/construction/activity within the City is eligible for Administrative Site Plan Approval:
    - 1. New construction of any Principally Permitted non-residential or multiple family development that is less than 2,000 square feet in floor area;
    - 2. Construction of an additional less than 2,000 square feet in floor area in a non-residential district;
    - 3. Construction of expansion of an impervious surface less than 5,000 square feet in area;
    - 4. Changes in use from a non-conforming use to a more conforming use;
    - 5. A vacant existing building or site to be re-occupied by a use permitted and will not require any significant changes in existing site facilities such as parking, landscaping, lighting, or sidewalks;
    - 6. Installation of pavement or curbing improvements provided the number of spaces remain constant and the plans and construction are approved by the City Engineer;
    - 7. Relocation of a waste receptacle or screening around the waste receptacle;
    - 8. Accessory structures in non-residential districts;
    - 9. Temporary uses, sales, and seasonal events;
    - 10. Erection of a tower, antenna, or other community facility, essential public service building
    - 11. Minor revisions to an approved site plan, limited to:
      - a. changes to façade or architectural features
      - b. alterations/substitutions/expansions of approved landscaping areas consistent with the other requirements of the Ordinance;
  - a. Site Plan Application and Submittal Requirements are required for Administrative Site Plan Approval, consistent with Section 38-390 (3).
- (3) Any person seeking site plan approval hereunder shall submit a site plan, application, and the applicable filing fee to the building department. Application should be made a minimum of 30 days prior to the next regularly scheduled Planning Commission meeting. The building department shall provide application forms and graphic standards for the site plan. Said site plan shall be prepared by a professional architect, engineer, landscape architect or land planner and must contain the following information:
- a. A scale of not less than 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;
  - b. Date, north point, scale, and area of the site in acres;
  - c. The dimensions of all lot and property lines, showing the relationship of the subject property to the abutting properties;
  - d. The location of all existing and proposed structures and utilities on the subject property and all existing structures within one hundred (100) feet to the subject property;
  - e. The location and layout of all existing and proposed drives and parking areas;
  - f. The location and right-of-way widths of all abutting streets and alleys;
  - g. The names and addresses of the architect, planner, designer, engineer, or person responsible for the preparation of the site plan.

- h. The number, location, and layout of off-street parking spaces to include all access roads and the manner in which they are to be surfaced;
  - i. The provision of internal site drainage and necessary city utilities complete with existing and proposed elevations;
  - j. The proposed site landscaping complete with a planting plan to include all proposed walls, fences, and screening in compliance with the provisions of this chapter;
  - k. The elevation of the site in relation to the identified flood hazard area. All proposed construction, reconstruction, or demolition shall be in compliance with local, state, and federal ordinances, laws, or regulations with regard to flood hazard areas;
  - l. A copy of the permit from the local enforcing agency on soil erosion and sedimentation control if the earth change activity involves more than one (1) acre or is within five hundred (500) feet of a lake or stream.
- (4) Upon receipt of a complete site plan, application, and application fee the building department shall forward said documents to the Zoning Official for distribution to appropriate City departments for comment. Staff comments shall be made with respect to compliance with the minimum technical requirements of City ordinances and the quality of the development consistent with the intent of the building codes, zoning codes and Master Plan. Upon receipt of all staff comments, the Zoning Official shall either complete the site plan review under the administrative site plan approval process or review the site plan and make its recommendation to the Planning Commission which shall consider the application, site plan, all staff, City, and consultant comments and recommendations at the next scheduled meeting.
- (5) Approval of site plan. Every site plan submitted to the City shall be in accordance with the requirements of this chapter. Copies of the site plan shall be submitted to the building department 30 days prior to the City Planning Commission's regular meeting. No site plan shall be approved until and unless a letter of assurance has been received from the building inspector that the site plan has been reviewed by and is in conformance with all applicable standards of the building department, police department, fire department, engineering department, and city utility department. Further, no construction, reconstruction, demolition, or other site work may progress during the interim, and no building permit(s) shall be issued prior to the final approval of the site plan by the Zoning Official or by the Planning Commission. Upon granting final approval of a site plan, three (3) copies of the site plan will be stamped and signed for approval, returning one (1) copy to the petitioner, and delivering two (2) copies to the building inspector.
- (6) In the process of reviewing the site plan, the Zoning Official or Planning Commission shall consider:
- a. The location and design of driveways providing vehicular ingress to and egress from the site, in relation to streets giving access to the site, and in relation to pedestrian traffic;
  - b. The traffic circulation features within the site and location of automobile parking areas; and may make such requirements with respect to any matters as will assure:
    - 1. Safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets;
    - 2. Satisfactory and harmonious relationships between the development on the site and the existing and prospective development of contiguous land and adjacent neighborhoods;
  - c. The Zoning Official or Planning Commission may further require landscaping, fences, and walls in pursuance of these objectives and same shall be provided and maintained as a condition of the establishment and the continued maintenance of any use to which they are appurtenant;
  - d. In those instances wherein the Zoning Official or Planning Commission find that an excessive number of ingress and/or egress points may occur with relation to major or secondary thoroughfares, thereby diminishing the carrying capacity of the thoroughfares, the City may recommend marginal access drives. For a narrow frontage, which will require a single outlet, the City may recommend that money in escrow be placed with the City so as



to provide for a marginal service drive equal in length to the frontage of the property involved. Occupancy permits shall not be issued until the improvement is physically provided, or moneys have been deposited with the clerk.

- e. Whether the site is located within a designated historic overlay district, and whether the proposed action would have an adverse impact on the resources of the historic overlay district, as defined in subsection 38-32(b)(4). The Planning Commission may deny the proposed action if the action would have an unacceptable adverse impact on the historic resource or the historic overlay district itself. The Planning Commission may also require landscaping or other reasonable methods to minimize the adverse impact any proposed action may have on a historic resource or on the historic overlay district itself.
- (7) An approved PUD site plan shall be required before applicable permits may be issued for any form of construction or removal or disturbance of any natural feature for all planned unit developments.
- a. *Procedure for PUD site plan review.*
    - 1. The applicant for PUD site plan approval shall file with the City Zoning Official all drawings and other materials required for site plans in this chapter, all drawings and other materials required in Section 38-395 for PUD zoning district approval, and the additional information listed below. A PUD site plan application shall not be considered filed until all drawings and other required materials have been submitted and may be rejected if the materials submitted are inadequate to make the foregoing determinations.
    - 2. If requested by the Planning Commission or City Council, additional graphics, models, three-dimensional or electronic, or written materials shall be submitted to assist the City in visualizing and understanding the proposal. Additional detailed information, including but not limited to plans, elevations, building and site sections, or existing and proposed building materials, if submitted, shall become a part of the PUD site plan.
    - 3. The Zoning Official will distribute these materials to the appropriate City departments and other reviewing agencies for review and comment regarding compliance with the PUD zoning district supplemental regulations and conceptual PUD plan, and compliance with all applicable local, state, or federal laws, ordinances, standards and regulations and to determine the need for a development agreement as provided in this chapter. The Zoning Administrator will notify the applicant of any questions raised by the City departments and other reviewing agencies and negotiate a development agreement with the applicant if it is determined that such an agreement is needed. The director shall submit a report and recommendation to the planning commission based on this review.
    - 4. The Planning Commission, after holding a public hearing on the PUD site plan with notification as required by this chapter, shall transmit its recommendation based on the standards below, together with any recommended conditions of approval and all related reports and minutes to City Council.
  - b. *Standards for PUD site plan review.* City Council, after holding a public hearing on the PUD site plan with notification as required by this chapter, and after receiving all related reports and minutes and a recommendation from the Planning Commission, shall approve, with conditions, or deny a PUD site plan. A PUD site plan shall be approved by City Council only after it determines that:
    - 1. The development would comply with the PUD zoning established pursuant to the requirements of section 38-395, and with all applicable local, state, or federal laws, ordinances, standards and regulations; and
    - 2. The development would limit the disturbance of natural features to the minimum necessary to allow a reasonable use of the land, applying criteria for reviewing a natural features statement of impact set forth in this chapter; and
    - 3. The development would not cause a public or private nuisance and would not have a detrimental effect on the public health, safety or welfare.
  - c. *Development Agreement.*

1. Upon obtaining approval of a site plan, the applicant and the City Council may enter into a Development Agreement that describes the terms and conditions of the approval and the rights and obligations of each party. The City Council may approve the Development Agreement immediately following approval of a site plan or it may be placed on a subsequent agenda of the City Council. The applicant shall reimburse the City for all fees for City legal counsel and consultant participation in the Development Agreement.
  2. The approved Development Agreement shall be recorded with the county Register of Deeds.
  3. In the event the site plan requires a major amendment, the development agreement shall be amended to reflect the approved changes and recorded as provided in subsection (5)c.2. above.
- d. *Effect of PUD site plan approval.* For three (3) years from the date of approval of a PUD site plan, permits may be issued and the land developed consistent with the PUD site plan and the regulations, laws and ordinances in effect as the time of approval, unless new regulations, laws and ordinances have been made applicable to previously approved developments. After three (3) years from PUD site plan approval, no permits shall be issued unless the PUD site plan is reconsidered in the manner provided for new PUD site plans and is determined to meet the standards of the PUD zoning district or has been extended as provided under administrative amendments to approved PUD site plans.
- e. *PUD site plan amendments.* A minor change to an approved PUD site plan may be approved by the Planning Commission as provided in this chapter except that the proposed changes shall not alter the fundamental design, conceptual integrity, natural features shown to be preserved any specific conditions of the PUD development program, the conceptual PUD plan or the supplemental regulations. The following restrictions shall also apply:
1. Adjustment in approved phases of development shall not result in a change greater than ten percent of the total gross area in any phase, or ten percent of the number of approved lots, or ten percent of the approved maximum building square footage.
  2. For residential buildings the size may be reduced or increased by five percent, provided the overall density of units does not increase and the minimum square footage requirements are met.
  3. Gross floor area of non-residential buildings may be decreased or increased by up to five (5) percent or ten thousand (10,000) square feet whichever is smaller.
  4. Floor plans may be changed if consistent with the character of the use.
  5. Horizontal and/or vertical elevations may be altered by up to five (5) percent.
  6. Relocation of a building is permitted by up to ten (10) feet, if consistent with required setbacks and other standards.
  7. Designated "areas not to be disturbed" may be increased.
  8. Plantings approved in the final PUD site plan may be replaced by similar types of landscaping on a one-to-one or greater basis. Any trees to be preserved, which are lost during construction, may be replaced by at least two (2) trees of the same or similar species.
  9. Improvements or slight relocation of site access or circulation patterns are minor changes, such as inclusion of deceleration lanes, boulevards, curbing, and pedestrian or bicycle paths.
  10. Changes of building materials to another of higher quality can be made, with determined of quality a judgment of the building inspector.
  11. Slight modification of sign placement or reduction of size may be made.
  12. Internal rearrangement of a parking lot is possible if the change does not affect the number of parking spaces or alter access locations or design.
  13. Changes required by the City, county or state for safety reasons are a basis for a minor change.
- (8) It shall be understood that the petitioner agrees to install and/or construct all improvements in the approved site plan within twelve (12) months from the initiation of on-site construction, and to provide for their continued maintenance.

- (9) The Planning Commission may modify the foregoing requirements or waive them if it can be shown that no good purpose would be served in the preparation of a site plan.
- (10) The Planning Commission may require that a bond be posted by a developer(s) to assure that improvements connected with an approved site plan are made as proposed.

**SECTION 2. PUBLIC HEARING.** A public hearing is set for Monday, September 23, 2019 at or about 6:30 p.m. for the purpose of hearing citizen comment regarding the proposed ordinance amendment.

**SECTION 3. NOTICE.** Planning Commission hereby directs staff to supply a public notice concerning the new ordinance as required by the Michigan Zoning Enabling Act, Act 110 of 2006, Article I, Section 103.

**SECTION 4. AVAILABILITY.** This ordinance may be purchased or inspected in the city clerk's office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

**SECTION 5. EFFECTIVE DATE.** This amendment shall become effective twenty days after passage by the Owosso City Council.