

OWOSSO

Planning Commission



Regular Meeting
6:30pm, Monday, August 28, 2017
Owosso City Council Chambers



MEMORANDUM

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

DATE: August 25, 2017
TO: Chairman Wascher and the Owosso Planning Commission
FROM: Susan Montenegro, asst. city manager/director of community development
RE: Regular Planning Commission Meeting: August 28, 2017

The planning commission shall convene at 6:30 pm on Monday, August 28, 2017 in the city council chambers of city hall.

We have a busy night ahead of us with a rezoning request, site plan review, election of officers that was tabled at the last meeting, and the setting of public workshops to discuss and engage citizens of Owosso regarding medical marihuana and legislation slated to take effect December 15, 2017. Additionally, planning commission will be tasked with creating ordinance language pertaining to medical marihuana licensing once a decision has been made on how to proceed. The MEDC has completed and provided the city of Owosso with a Report of Findings and asks that we set a casual work session or community roundtable date to discuss what these findings mean. City council and members of the Downtown Development Authority/Main Street will be invited to attend as well.

The citizen participation plan will be pushed to the September meeting due to time constraints.

Enjoy your weekend!

Please **RSVP for the meeting**. Feel free to contact me at 989.725.0544 if you have questions.

Sue

AGENDA
Owosso Planning Commission
Regular Meeting
Monday, August 28, 2017 at 6:30 p.m.
Council Chambers – Owosso City Hall
Owosso, MI 48867

CALL MEETING TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF AGENDA: August 28, 2017

APPROVAL OF MINUTES: July 24, 2017

COMMUNICATIONS:

1. Staff memorandum.
2. PC minutes from July 24, 2017.
3. 621 W. Oliver rezoning application.
4. 503 S. Shiawassee site plan application

COMMISSIONER/PUBLIC COMMENTS:

PUBLIC HEARING:

1. Rezoning of 621 W. Oliver.

SITE PLAN REVIEW:

1. 503 S. Shiawassee.

BUSINESS ITEMS:

1. Election of Officers. Elect the chair, vice-chair and secretary for the 2017-18 fiscal year.
2. Medical Marihuana Workshop Dates. Set at least two workshop dates to engage the citizens of Owosso regarding Medical Marihuana licensing and legislation.

ITEMS OF DISCUSSION:

1. Redevelopment Ready Communities. The Report of Findings from the MEDC is complete and attached for review and discussion of what comes next.

COMMISSIONER/PUBLIC COMMENTS:

ADJOURNMENT: **Next meeting will be Monday, September 25, 2017**

Commissioners, please call Sue at 725-0544 if you will be unable to attend the meeting on Monday, August 28, 2017.

[The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes 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

Affirmative Resolutions
Owosso Planning Commission
Regular Meeting
Monday, August 28, 2017 at 6:30 p.m.
Council Chambers – Owosso City Hall
Owosso, MI 48867

Resolution 170828-01

Motion: _____

Support: _____

The Owosso Planning Commission hereby approves the agenda of August 28, 2017 as presented.

Ayes: _____

Nays: _____

Approved: ____

Denied: ____

Resolution 170828-02

Motion: _____

Support: _____

The Owosso Planning Commission hereby approves the minutes of July 24, 2017 as presented.

Ayes: _____

Nays: _____

Approved: ____

Denied: ____

Resolution 170828-03

Motion: _____

Support: _____

The Owosso Planning Commission, finding the request of the rezoning petition for parcel 050-660-004-006-00, also known as 621 W. Oliver Street from R-1 Single Family Residential District to OS-1 Office Service District to be in conformance with the criteria for a zoning change, hereby recommends approval to the city council.

Ayes: _____

Nays: _____

Approved: ____

Denied: ____

Resolution 170828-04

Motion: _____

Support: _____

The Owosso Planning Commission hereby approves/denies the application for site plan review for 503 S. Shiawassee Street, parcel # 050-651-000-033-00 as applied and attached hereto in plans dated August 21, 2017 based on the following criteria:

Ayes: _____

Nays: _____

Approved: ____

Denied: ____

Resolution 170828-05

Motion: _____

Support: _____

The Owosso Planning Commission hereby selects _____ to serve as chair for the 2017-18 fiscal year.

Ayes: _____

Nays: _____

Approved: ____

Denied: ____

Resolution 170828-06

Motion: _____

Support: _____

The Owosso Planning Commission hereby selects _____ to serve as vice-chair for the 2017-18 fiscal year.

Ayes: _____

Nays: _____

Approved: ____

Denied: ____

Resolution 170828-07

Motion: _____

Support: _____

The Owosso Planning Commission hereby selects _____ to serve as secretary for the 2017-18 fiscal year.

Ayes: _____

Nays: _____

Approved: ____

Denied: ____

Resolution 170828-08

Motion: _____

Support: _____

The Owosso Planning Commission hereby recommends the following dates to hold a public workshop/forum for the purpose of receiving public input and engaging the citizens of Owosso regarding the new medical marihuana licensing legislation that will become effective December 15, 2017.

First Workshop date: _____

Second Workshop date: _____

Ayes: _____

Nays: _____

Approved: ____

Denied: ____

Resolution 170828-09

Motion: _____

Support: _____

The Owosso Planning Commission hereby recommends the following date to hold a casual work session or community roundtable to have an open discussion regarding the Report of Findings and next steps.

Workshop date: _____

Ayes: _____

Nays: _____

Approved:___

Denied:___

Resolution 170828-10

Motion: _____

Support: _____

The Owosso Planning Commission hereby adjourns the August 28, 2017 meeting, effective at _____pm.

Ayes: _____

Nays: _____

Approved: ___

Denied:___

MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
COUNCIL CHAMBERS, CITY HALL
MONDAY, JULY 24, 2017 – 6:30 P.M.

MOTION BY COMMISSIONER FEAR, SUPPORTED BY COMMISSIONER SMITH TO NOMINATE COMMISSIONER LIVINGSTON TO CHAIR THE MEETING DUE TO THE ABSENCE OF CHAIRMAN WASCHER AND VICE CHAIR WEAVER RESIGNED.

YEAS ALL. MOTION CARRIED.

CALL TO ORDER: Commissioner Livingston called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE: Recited.

ROLL CALL: Tanya Buckelew, Recording Secretary.

MEMBERS PRESENT: Secretary Janae Fear, Commissioners Jake Adams, Frank Livingston, Tom Taylor, Brent Smith.

MEMBERS ABSENT: Chairman Wascher, Commissioners Michelle Collison, Tom Cook, Dan Law.

OTHERS PRESENT: Assistant City Manager Susan Montenegro, Josh Adams - DDA

APPROVAL OF AGENDA:
MOTION BY COMMISSIONER TAYLOR, SUPPORTED BY COMMISSIONER SMITH TO APPROVE THE AGENDA FOR JULY 24, 2017.

YEAS ALL. MOTION CARRIED.

APPROVAL OF MINUTES:
MOTION BY COMMISSIONER TAYLOR SUPPORTED BY COMMISSIONER SMITH TO APPROVE THE MINUTES FOR THE JUNE 26, 2017 MEETING.

YEAS ALL. MOTION CARRIED.

COMMUNICATIONS:

1. Staff memorandum
2. PC minutes from June 26, 2017.
3. Section 38-380 Off-street parking requirements
4. Review/revision of off-street requirements in downtown
5. Citizen participation plan updating

COMMISSIONER/PUBLIC COMMENTS

None.

PUBLIC HEARING:

None

BUSINESS ITEMS:

1. Election of Officers. Elect the chair, vice-chair and secretary for the 2017-18 fiscal year.
 - This item was moved to end of agenda
2. Review of Section 38-380 (12)e.
 - Ms. Montenegro presented copies of ordinances from other communities for samples relevant to the current wording for off street industrial parking.
 - Discussion was held in comparing the various ordinances from Port Huron, Roseville, Berkley, Southfield, Novi and Big Rapids.
 - It was noted that City of Owosso's ordinance on off street industrial square footage of usable floor space requirement is 550, that falls about in the middle as other communities have as low as 250 and as high as 700.
 - Commissioners do not want to change the ordinance at this time.
3. Review of Section 38-380. Look at language regarding off-street parking requirements in the downtown and consider revision of section 38-380 (2).
 - Ms. Montenegro presented information relating to downtown off street parking including parking lease application and parking space lease.
 - Discussion was concentrated on parking for downtown residents.
 - Josh Adams explained the current parking setup as having 24 hour and 72 hours lots on the outside of the downtown area and as the lots get closer to downtown the hours for parking are decreased down to 4.
 - Downtown residential living has increased and is expected to grow by 80-100 units.
 - The goal is to allow a downtown resident to park in an available space at any time.
 - Signage currently states no parking between 8a-5p.
 - The plan going forward is to phase out employee parking leases. Remove signage and let residents park anywhere (with a parking lease). Add new signs showing the allowable hours to park in each lot.
 - Parking lease – change wording in #10. Residential Lease – add the following:
 - a. Extended Residential Parking – Residential vehicles shall not be parked more than 48 hours at any given time. Residential lessees planning an extended leave shall be required to park in a 72-hours lot during that time and shall give notice to public safety detailing the vehicle type, license, dates and duration of extended parking (not to exceed seven (7) days). If a resident plans a longer extended leave than seven (7) days it will be up to the lessee to find alternate parking during that time.
 - One (1) free tag to the building owner and the building owner would obtain the parking tags for their residents.
 - City of Southfield's ordinance wording is recommended.

MOTION BY COMMISSIONER FEAR, SUPPORTED BY COMMISSIONER TAYLOR TO AMEND THE LANGUAGE IN THE ZONING ORDINANCE SECTION 38-380 (2) BY ADDING THE FOLLOWING: *HOWEVER, IN THE DDA AND WESTOWN DISTRICTS, AS SHOWN IN THE MAP, RESIDENTIAL PARKING FOR DOWNTOWN RESIDENTS SHALL BE ALLOWED IN ANY PUBLIC PARKING LOT WITH A RESIDENTIAL PARKING PERMIT, ACCORDING TO THE TERMS OF THE LEASE AGREEMENT.*

YEAS ALL, MOTION CARRIED.

4. Citizen participation plan. Review of current citizen participation plan.
- Ms. Montenegro presented a revised plan using Quincy's plan as a guideline.
 - Page 7 change wording to the last sentence – remove “the time limits for these processes” add “the process.
 - Page 11 describe what a Low and a High Controversy Development Plan is.
 - Page 10 change wording by removing charrettes and replacing with a more common known word.
 - Suggestion to make the document more understandable is to change wording to a 5th grade level.
 - This plan will be presented again at the August meeting for addition review/approval.

ITEMS OF DISCUSSION: NONE

COMMISSIONER/PUBLIC COMMENT: Commissioner Smith will be moving out of the city limits but will still be able to attend the August meeting.

MOTION BY COMMISSIONER TAYLOR, SUPPORTED BY COMMISSIONER FEAR TO TABLE THE ELECTION OF OFFICERS TILL THE AUGUST MEETING.

YEAS ALL, MOTION CARRIED.

ADJOURNMENT:

MOTION BY COMMISSIONER TAYLOR, SUPPORTED BY COMMISSIONER SMITH TO ADJOURN AT 7:45 P.M. UNTIL THE NEXT MEETING ON AUGUST 28, 2017.

YEAS ALL, MOTION CARRIED.

Janae L. Fear, Secretary

**CITY OF OWOSSO
PLANNING COMMISSION**

Applicant: Ed Kearney Address: 5640 Crestbrook Drive Morrison, CO 80465 Property Address: 621 W. Oliver Street	Rezoning Case No: 2017-01 Hearing Date: August 28, 2017 Parcel No: 050-660-004-006-00
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Request for Rezoning

A request for rezoning was heard at the regular meeting of the planning commission of the City of Owosso, held at City Hall, 301 W. Main Street, Owosso, Michigan, on the 28th day of August, 2017, 6:30 p.m.

Present: _____

Absent: _____

The Request

The Applicant has submitted a rezoning request for 621 W. Oliver Street from R-1 to OS-1.

Record of Proceedings

The following documents were reviewed and considered by the planning commission in reaching its decision, in addition to the comments made by Applicant, members of the public, and members of the commission:

Criteria Considered

In considering any petition for an amendment to the official zoning map, the planning commission and city council shall consider the following criteria in making its findings, recommendations and decision:

- (1) Consistency with the goals, policies, and future land use map of the City of Owosso Master Plan. If conditions upon which the master plan was developed (such as market factors, demographics, infrastructure, traffic and environmental issues) have changed significantly since the master plan was adopted, as determined by the city, the planning commission and council shall consider the consistency with recent development trends in the area.

The planning commission finds that **Section 38-555(1)** _____ has been met; _____ has not been met for the following reasons:

- (2) Compatibility of the site's physical, geological, hydrological, and other environmental features with the host of uses permitted in the proposed zoning district.

The planning commission finds that **Section 38-555(2)** _____ has been met; _____ has not been met for the following reasons:

-
-
- (3) Evidence the applicant cannot receive a reasonable return on investment through developing the property with at least one (1) use permitted under the current zoning.

The planning commission finds that **Section 38-555(3)** _____ has been met; _____ has not been met for the following reasons:

- (4) The compatibility of all the potential uses allowed in the proposed zoning district with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values.

The planning commission finds that **Section 38-555(4)** _____ has been met; _____ has not been met for the following reasons:

- (5) The capacity of the city's infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the "health, safety, and welfare."

The planning commission finds that **Section 38-555(5)** _____ has been met; _____ has not been met for the following reasons:

- (6) The apparent demand for the types of uses permitted in the requested zoning district in relation to the amount of land currently zoned and available to accommodate the demand.

The planning commission finds that **Section 38-555(6)** _____ has been met; _____ has not been met for the following reasons:

- (7) The request has not previously been submitted within the past one (1) year, unless conditions have changed or new information has been provided.

The planning commission finds that **Section 38-555(7)** _____ has been met; _____ has not been met for the following reasons:

(8) Other factors deemed appropriate by the planning commission and city council.

The planning commission finds that **Section 38-555(8)** _____ has been met; _____ has not been met for the following reasons:

OFFICIAL NOTICE OF PROPOSED REZONING

A Public Hearing will be held on a proposal to rezone the property described below at the Owosso City Planning Commission regular meeting on Monday, August 28, 2017. Proposed use of the property would be for professional offices and computer service, which would be similar to the current use.

APPLICANT: #2017-01 Ed Kearney
5640 Crestbrook Drive
Morrison, CO 80465

PROPERTY ADDRESS: 621 W. Oliver Street

PROPOSED REZONING: FROM: R-1 Single Family Residential District
TO: OS-1 Office Service District

PROPERTY DESCRIPTION: Parcel number 050-660-004-006-00
LOT 1 BLK 4 (EX N 266') ALSO E 171' 2 1/2" OF LOT 2 BLK 4 A L & B O
WILLIAMS ADD

LOT SIZE: 2.99 acres

MEETING INFORMATION: Owosso City Planning Commission regular meeting on Monday, August 28, 2017. The meeting will be held in the lower level of the Owosso City Hall at or soon after 6:30 p.m.

WRITTEN COMMENTS: Written comments may be submitted to the clerk's office at city hall or to Susan Montenegro at susan.montenegro@ci.owosso.mi.us any time prior to the meeting.

Further information on this case is on file in the Community Development Office for your review.

Susan Montenegro
Assistant City Manager/Director of Community Development
989.725.0544
susan.montenegro@ci.owosso.mi.us

[The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes 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. Website address is www.ci.owosso.mi.us.]

APPLICATION FOR REZONING
CITY OF OWOSSO

301 W. Main Street, Owosso, Michigan 48867, TX 989-725-0540, FX 989-723-8854

Note to Applicants:

1. In order that this application may be processed, the applicant must completely fill in the application and make a non-refundable payment of Three Hundred Dollars (\$300) to the Treasurer's Office, to cover costs associated with the processing.
2. The applicant or his/her representative must be present at the Planning Commission and City Council public hearings for action to be taken on this request.

TO THE OWOSSO CITY COUNCIL:

I, (we), the undersigned, do hereby respectfully make application and petition the City Council to amend the Zoning Ordinance and change the Zoning Map as hereinafter requested,

1. PROPERTY TO BE REZONED: Street Address 621 W. Oliver Street
Description: (lot, block or metes and bounds) Parcel 1 - The East 1/2 of Lot 2, Block 4. Parcel 2 - Lot 1, Block 4
Frontage in Feet 171.13 Depth in Feet 553.5
198.42 258.43
2. PROPERTY OWNERSHIP: (Name, Address, and Phone Number)
Baker College of Owosso 1020 S. Washington St 989-729-3442
3. ZONING REQUEST Current Zoning R1 Requested Zoning OS 1
Proposed Use of the Property Professional offices, computer services

Indicate why, in your opinion, the requested change is consistent with the Ordinance in prompting and protecting the public health, safety, peace, morals, comfort, convenience and general welfare of the inhabitants of the City of Owosso:

Proposed use would not impact traffic and/or noise. Building would only be occupied during day time hours.

The above information has been submitted in support of the rezoning and is accurate and truthful to the best of our knowledge.

[Signature]
(Signature of Applicant)

(Signature of Co-Applicant)

5640 Crestbrook Drive
Morrison, CO 80465
(Address)
720-273-9768
(Phone)

- Legal Representative
 Owner
 Option to Purchase

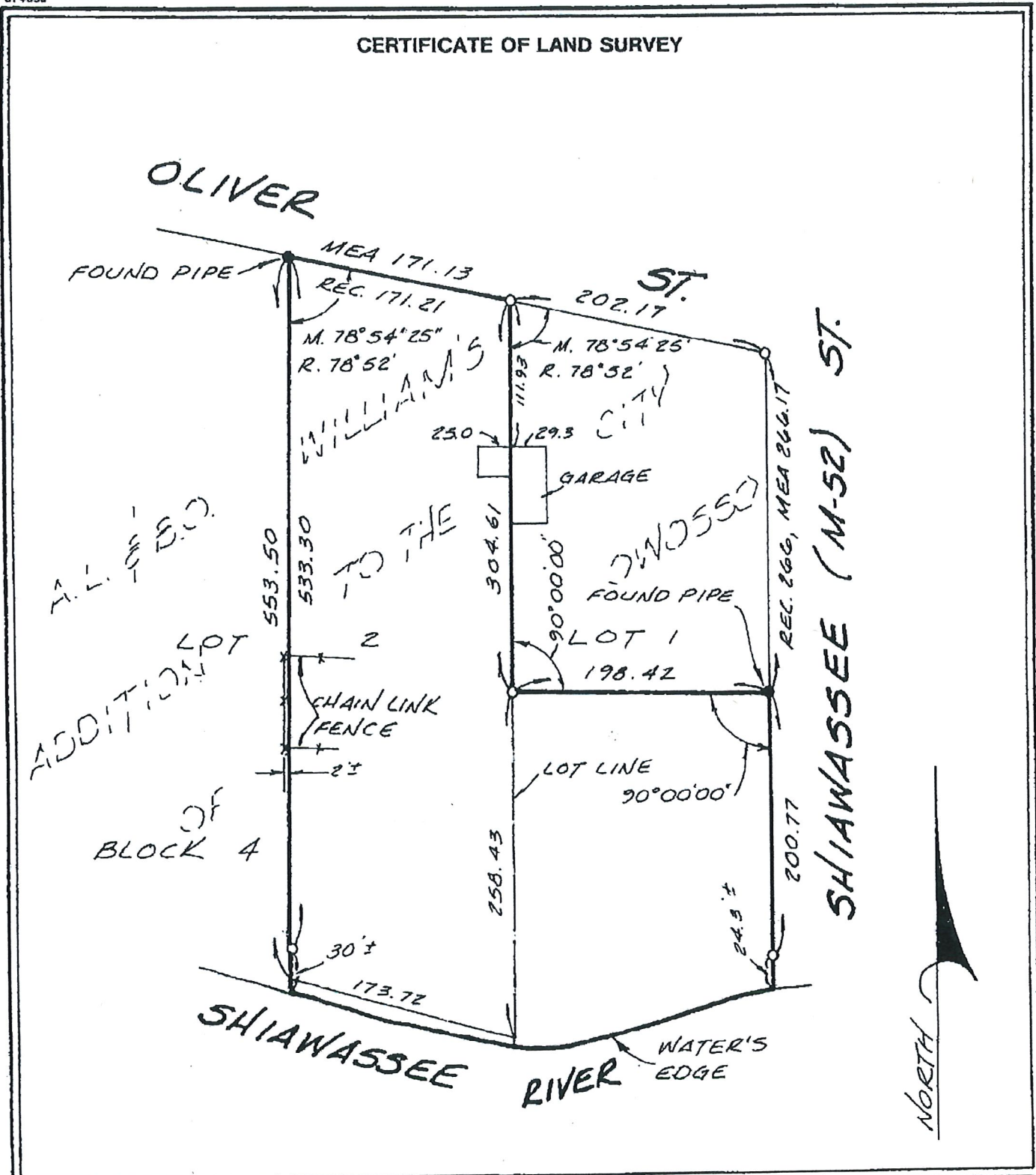
FOR OFFICIAL USE ONLY

Case # _____
Receipt # _____
Date Filed _____
Description Checked _____

Planning Commission Hearing Date _____
Action Taken _____
City Council Hearing Date _____
Action Taken _____

574358

CERTIFICATE OF LAND SURVEY



Client Baker College of Owosso
 Date September 24, 1997
 Scale 1" = 100' Job. No. 15523

City of Owosso Twp.
Shiawassee Co.
 Michigan

SHEET 1 OF 2

874358

CERTIFICATE OF LAND SURVEY

DESCRIPTION: Parcel 1 - The East ½ of Lot 2, Block 4, of the plat of A. L. & B. O. Williams Addition to the City of Owosso, Shiawassee County, Michigan, according to the recorded plat thereof, as recorded in Liber 29, Page 499, Shiawassee County Records, described as follows: Beginning at the Northeast corner of Lot 2, Block 4, thence North 78°03' West 171.21 feet on the South line of Oliver Street, thence South 0°49' West 553.50 feet on the centerline of said Lot 2 to the North bank of the Shiawassee River, thence South 74°57' East 173.72 feet along North bank of river to East line of Lot 2, thence North 0°49' East 563.04 feet on said East line of Lot 2 to the point of beginning.

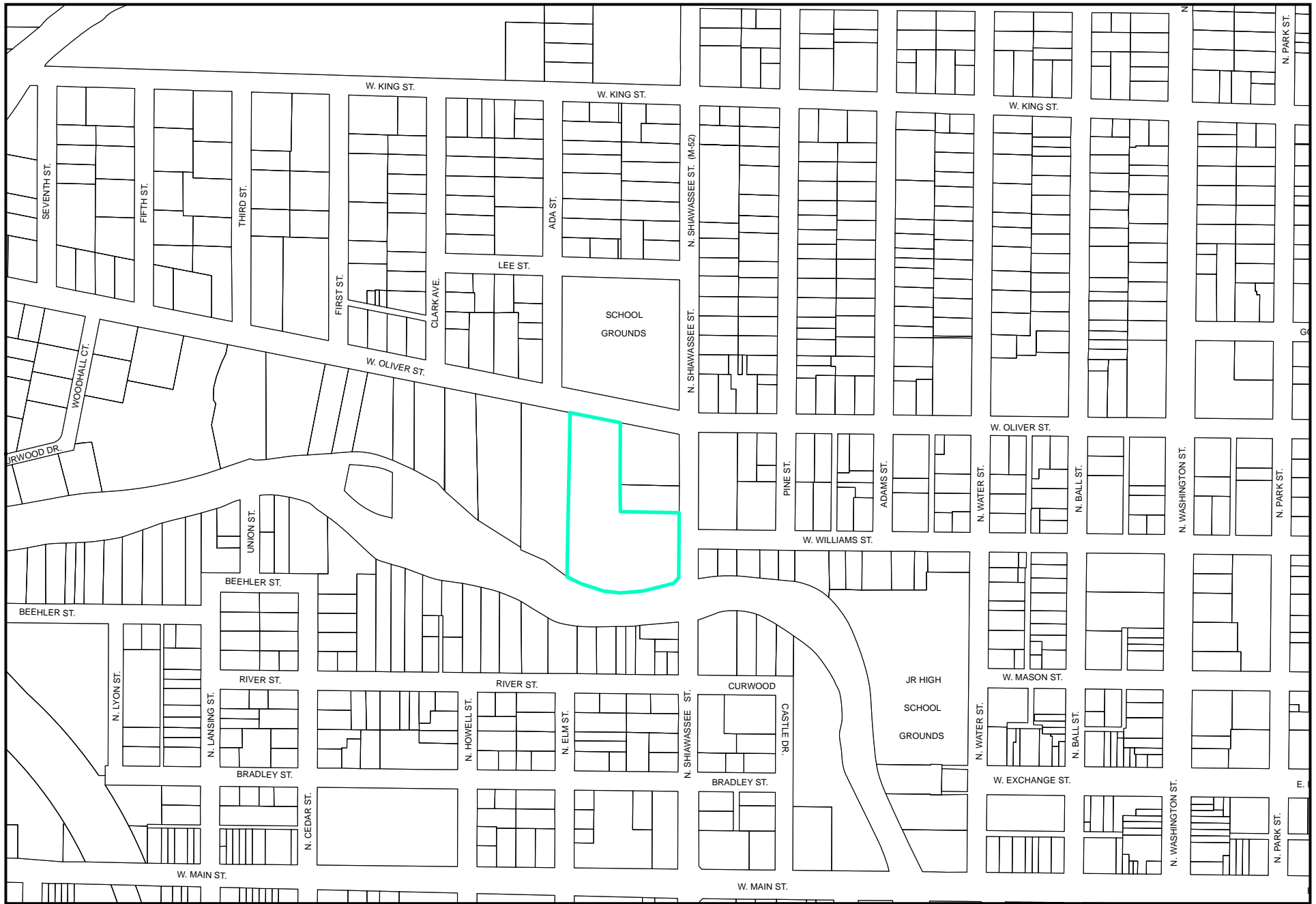
Parcel 2 - That part of Lot 1, Block 4, of the plat of A. L. & B. O. Williams Addition to the City of Owosso, Shiawassee County, Michigan, according to the recorded plat thereof, as recorded in Liber 29, Page 499, Shiawassee County Records, described as beginning on the West line of Shiawassee Street at a point which is 266 feet South of the Northeast corner of said Lot 1, thence West at right angles with said street to the West line of said Lot 1, thence South along said Lot line to the Shiawassee River, thence Easterly along said river to Shiawassee Street, thence North to point of beginning.

NOTE: Rerods, 18" in length, with cap #24622, were driven in at all points marked thus: ○

City of Owosso

August 24, 2017

621 W. Oliver



0 175 350 700 1,050 1,400



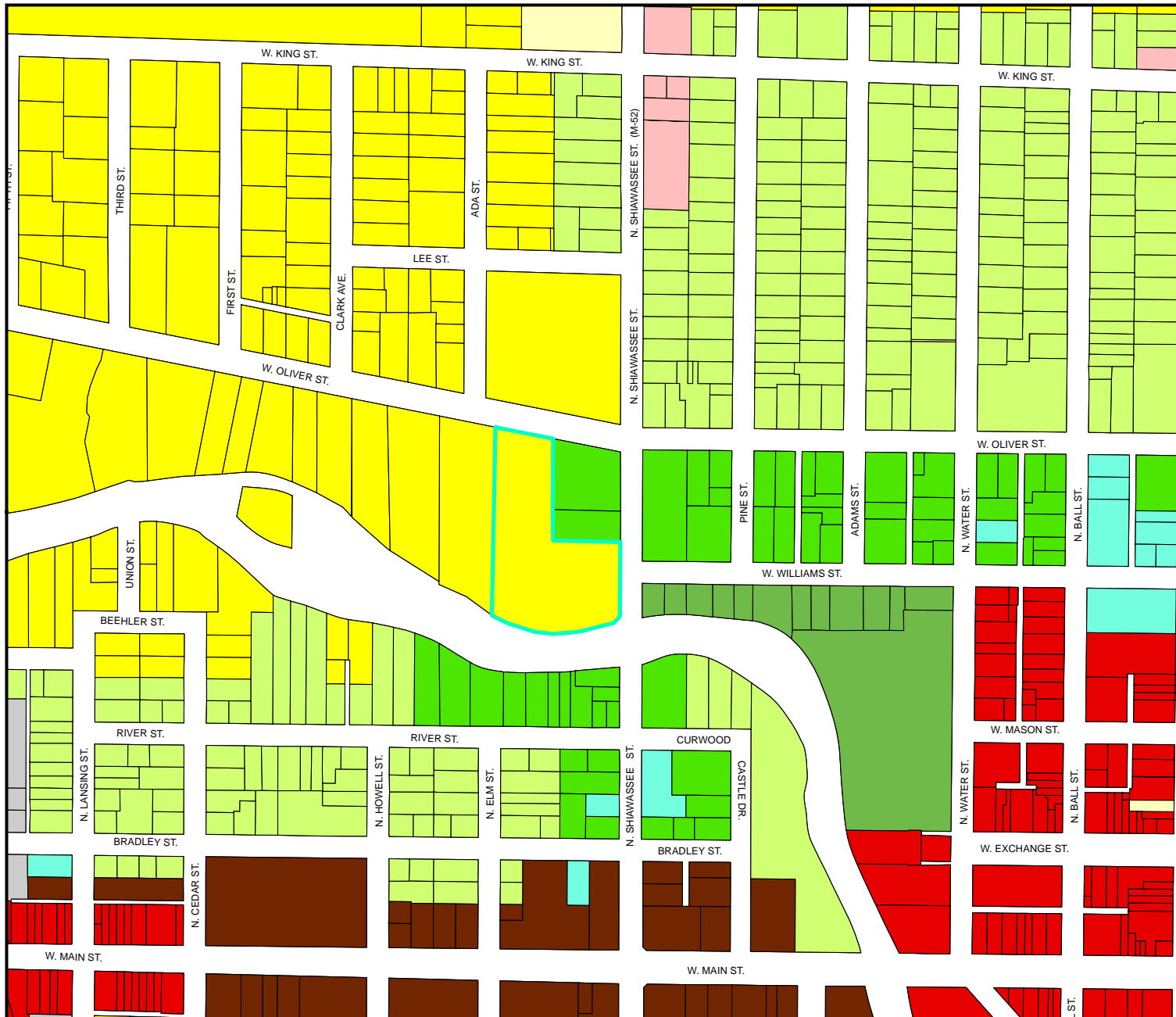
Feet



City of Owosso


August 24, 2017

621 W. Oliver

















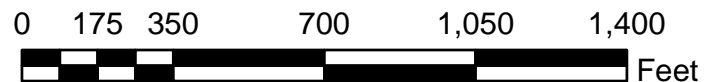
Legend

Zoning

 <all other values>

Z_PRIMARY

-  B1
-  B2
-  B3
-  B4
-  C-OS
-  I1
-  I2
-  OS1
-  P1
-  PUD
-  R1
-  R2
-  RM1
-  RM2



CITY OF OWOSSO PLANNING COMMISSION STAFF REPORT

MEETING DATE: August 28, 2017
TO: Planning commission
FROM: Susan Montenegro, Asst. City Manager/Director of Community Development
SUBJECT: Site plan approval

PETITIONER'S REQUEST AND BACKGROUND MATERIALS

Location: 503 S. Shiawassee

SURROUNDING LAND USES AND ZONING

	CURRENT LAND USE	ZONING
North	Commercial, railroad	B-4, I-1
East	Commercial	I-1
South	Railroad	I-1
West	Industrial	I-2

COMPARISON CHART

	REQUIRED	EXISTING	PROPOSED
Zoning	n/a	I-1	I-1
Gross lot area	n/a	65,165 square feet or 1.5 acres	No change
Setbacks-			
Front yard	40' (q)	16'	16'
Side yard	20' (r)	20'	No change
Rear yard	(r, s)	n/a	n/a
Height	40'	8'4"	8'4"

- (q) Off-street parking for visitors, over and above the number of spaces required under section 38-380, may be permitted within the required front yard provided that such off-street parking spaces are not located within twenty (20) feet of the front lot line.
- (r) No building shall be located closer than fifty (50) feet to the outer perimeter (property line) of such district when said property line abuts any residential district.
- (s) All storage shall be in the rear yard and shall be completely screened with an obscuring wall or fence, not less than six (6) feet high, or with a chain link type fence and a greenbelt planting so as to obscure all view from any adjacent residential, office or business district or from a public street. Loading areas shall be provided in accordance with section 38-382.

Planning and Zoning

The current site plan proposes adding an additional 300 square foot storage building. Current buildings on the site are built within the required setback requirements unless looking at this from the road edge, in which the setback is more than adequate. Staff finds no issues with current build proposal and recommends approval of site plan.

Building

Building has no issues at this time. A full set of engineered drawings will be provided to building department before a building permit can be issued.

Utilities & Engineering

1. There exists a locked gate on the Washington Street side of the property that is not identified on the plans. The developer should confirm that all traffic will ingress and egress onto Shiawassee Street.
2. There is evidence of some underground electrical system and appurtenances on site. They should be noted on the plans and how they will be administered as result of the new storage facility.
3. Site drainage information is vague. Visually, it appears storm runoff goes south to north in the subject area. The new building will create some impervious area and storm runoff onto surrounding ground. Scale of runoff appears minor and may be handled by surrounding land, so no issues are evident at this time. Recommendation is that the developer should communicate with adjacent land owner (north) and have some sort of agreement as to how any storm runoff changes will be handled should an unforeseen problem develop.
4. There is no information regarding water or sanitary services, so no comment as to public utility concerns.
5. No traffic issues are apparent.

CITY OF OWOSSO, MICHIGAN

SITE PLAN REVIEW APPLICATION AND CHECKLIST

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: 8.23.17

Application Transmitted by City On: _____

Property Details:

1. Name of Proposed Development: CURWOOD STORAGE
2. Property Street Address: 501 S. SHAWASSEE
3. Location of Property: On the (north, south, east, west side) of SHAWASSEE Street, between CASS and MILWAUKEE Streets.
4. Legal Description of Property: SEE DRAWING
5. Site Area (in acres and square feet): 1.49A 65,127
6. Zoning Designation of Property: I1

Ownership:

1. Name of Title/Deed Holder: _____
2. Address: _____
3. Telephone No: _____
4. Fax No: _____
5. Email address: _____

Applicant:

1. Applicant (If different from owner above): _____
2. Address: _____
3. Telephone No: _____
4. Fax No: _____

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.		✓
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.		✓
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.

34. LLC establishments must have a current Plan of Operation.

35. Is property in the floodplain?

36. Will this require MDEQ permitting?

37. Performance Bond – when required.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

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

Site Plan Review Application Deadline Dates

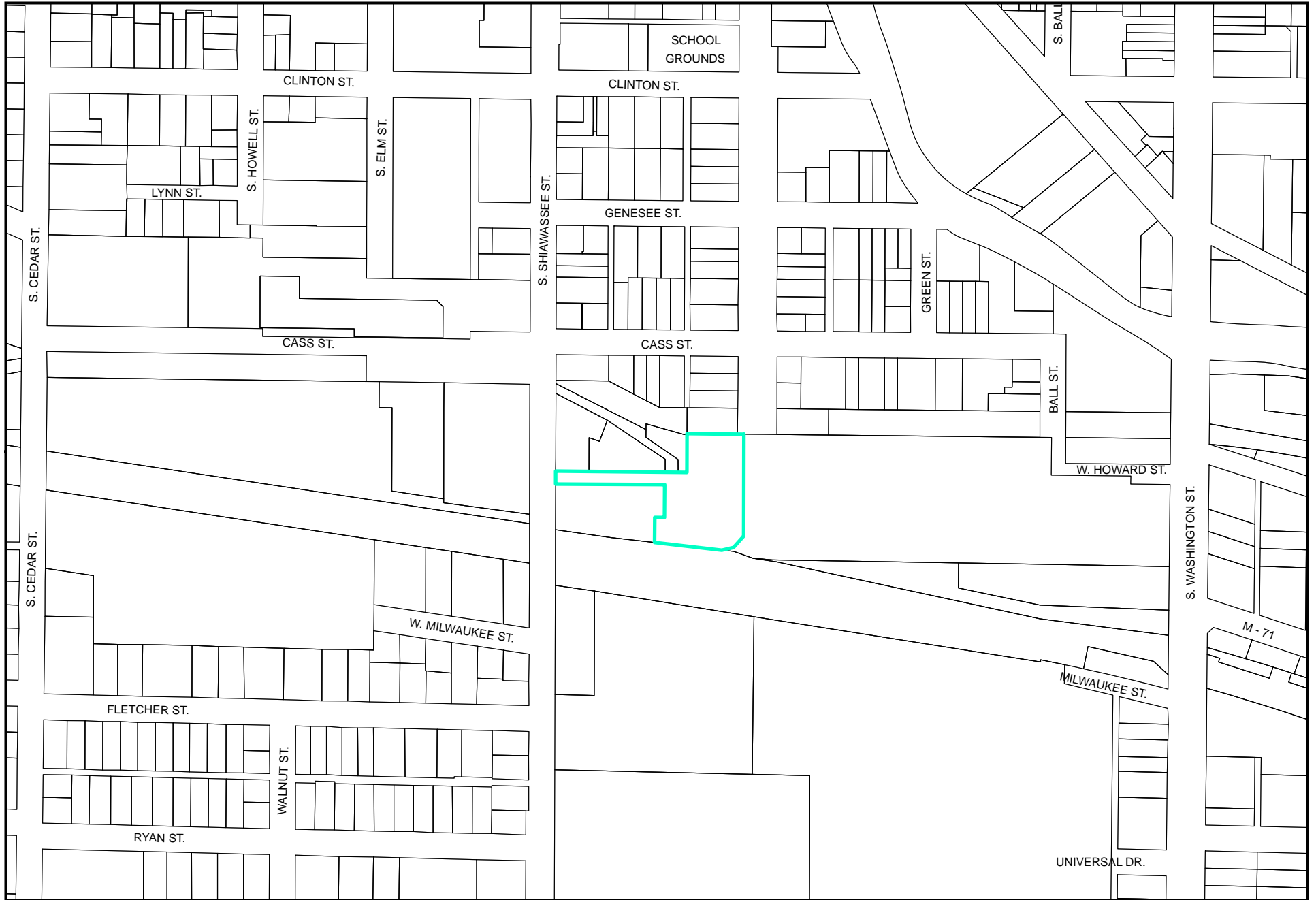
Deadline Date	Planning Commission
April 29, 2016	May 23, 2016
June 2, 2016	June 27, 2016
June 30, 2016	July 25, 2016
July 29, 2016	August 22, 2016
September 1, 2016	September 26, 2016
September 29, 2016	October 24, 2016
November 3, 2016	November 28, 2016
November 17, 2016	December 12, 2016

Deadline Date	Planning Commission
December 30, 2016	January 23, 2017
February 2, 2017	February 27, 2017
March 2, 2017	March 27, 2017
March 30, 2017	April 24, 2017
April 28, 2017	May 22, 2017
June 1, 2017	June 26, 2017
June 30, 2017	July 24, 2017
August 3, 2017	August 28, 2017
September 1, 2017	September 25, 2017
September 29, 2017	October 23, 2017
November 2, 2017	November 27, 2017
November 17, 2017	December 11, 2017

City of Owosso

August 24, 2017

503 S. Shiawassee



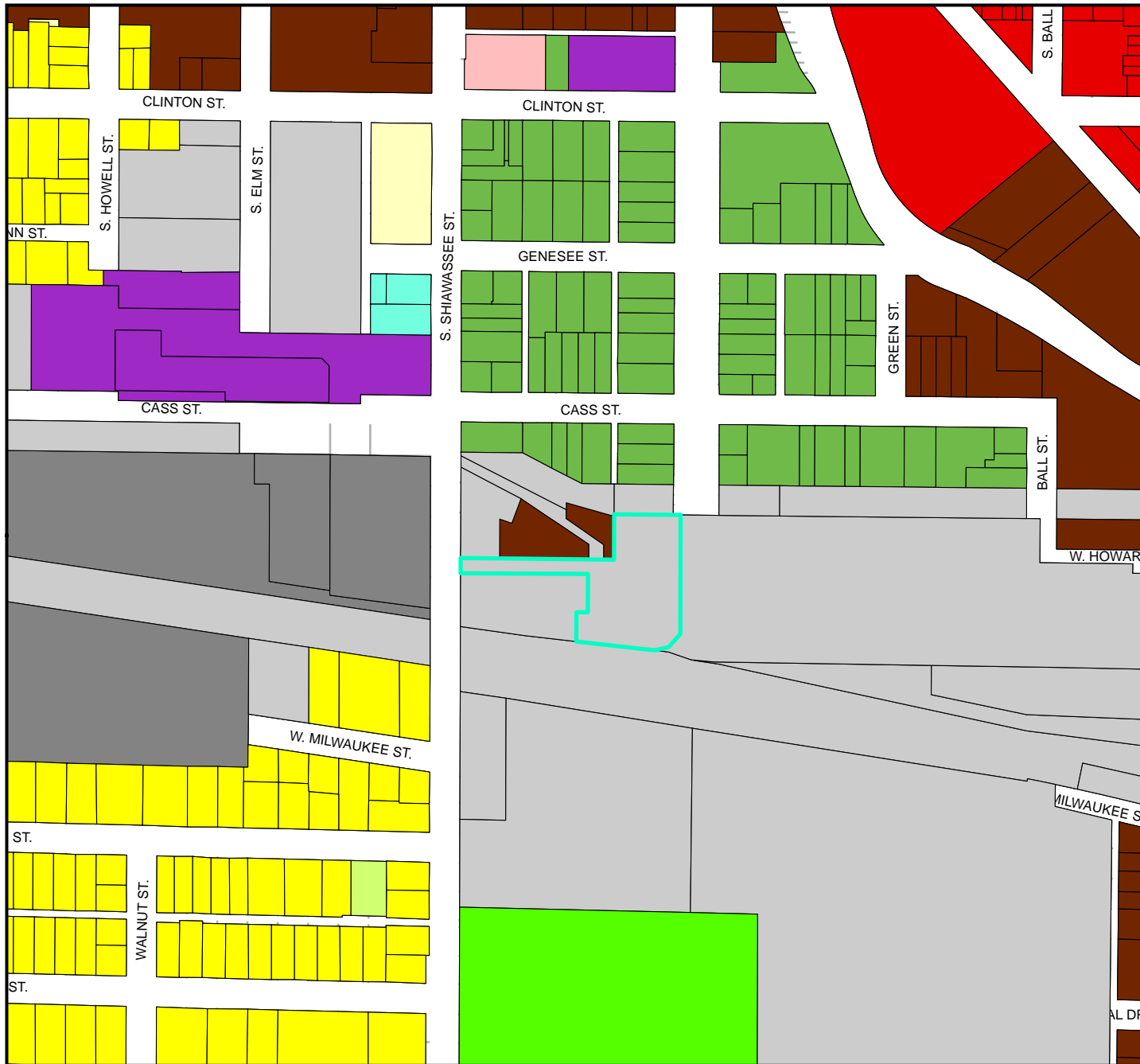
0 130 260 520 780 1,040

Feet

City of Owosso

August 24, 2017

503 S. Shiawassee



Legend

Zoning

<all other values>

Z_PRIMARY

- B1
- B2
- B3
- B4
- C-OS
- I1
- I2
- OS1
- P1
- PUD
- R1
- R2
- RM1
- RM2

0 130 260 520 780 1,040

Feet

