



**LINCOLN PARK PLANNING COMMISSION**  
CITY HALL – COUNCIL CHAMBERS 1355 SOUTHFIELD ROAD  
LINCOLN PARK, MICHIGAN

**January 8, 2020 at 7 p.m.**

## **AGENDA**

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call**
- IV. Approval of Previous Minutes**
- V. Approval of Agenda**
- VI. Old Business**
  - A. Public Hearing: Package Delivery Lockers
- VII. New Business**
  - A. Election of Officers
- VIII. Policy Review and Discussion**
- IX. Education and Training**
- X. Reports from Department and Other Boards and Commissions**
- XI. Public Comments**
- XII. Comments from Planning Commissioners**
- XIII. Adjournment**

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The City of Lincoln Park will provide necessary reasonable auxiliary aides and services, such as signers for the hearing impaired and audio tapes of printed material being considered at the meeting to individuals with disabilities at the meeting/hearing upon seven (7) days prior notice to the City of Lincoln Park. Individuals with disabilities requiring auxiliary aides or services should contact the City of Lincoln Park by writing or calling the following: The Building Department, 1355 Southfield Road, Lincoln Park MI 48146; 313-386-1800 ext. 1296

City of Lincoln Park Planning and Development

## Ordinance Amendment Proposal: Package Delivery Lockers

*December 19, 2019*

The City of Lincoln Park has been approached to permit the addition of package delivery lockers to certain commercial properties within the City. The following regulations are proposed to ensure the safe installation and use of such lockers.

### Definitions

*proposed 1260.08*

PACKAGE DELIVERY LOCKER: A privately owned, affixed, lockable container used for personal pick-up and / or return of items delivered by such organizations as the US Postal Service, UPS, Amazon, and others.

### Standards

*proposed 1294.41*

- a. The maximum depth of the package delivery locker shall be three (3) feet.
- b. The maximum square footage of the package delivery locker shall be 220 cubic feet.
- c. The package delivery locker shall be bolted into a concrete pad on a flat surface. The change in grade over a nine (9)-foot span shall not be more than two (2) inches.
- d. The package delivery locker shall have the same minimum front, side, and rear setback requirements as a structure within the established zoning district.
- e. There shall be a minimum of five (5) inches between any side of the package delivery locker and any adjacent structure or wall.
- f. There shall be a minimum of one (1) foot of wall clearance for the electrical disconnect box.
- g. There shall be a minimum of three (3) feet of clearance along the front of the package delivery locker.
- h. The package delivery locker area shall be visible and well lit.

### Proposed Motion

I move that the Lincoln Park Planning Commission recommend an ordinance amendment proposal governing package delivery lockers for adoption by the Lincoln Park City Council.