



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

**November 5, 2020 at 7 p.m.**

## **AGENDA**

- I. Call to Order**
- II. Roll Call**
- III. Approval of Previous Minutes**
- IV. Approval of Agenda**
- V. Old Business**
  - A. Site Plan Review: 804 Southfield – Fuel Station and Retail
  - B. Public Hearing: 804 Southfield – Fuel Station and Retail
  - C. Special Land Use: 804 Southfield – Fuel Station and Retail
- VI. New Business**
  - A. Conceptual Review: 3387 Fort – Plumbing Contractor
- VII. Policy Review and Discussion**
- VIII. Education and Training**
  - A. Michigan Downtowns Association Annual Conference, November 5-6. Michigan Downtowns: Ever Changing, Ever Essential: The Resiliency & Strength of Downtowns, Now and In the Future. Virtual: <https://michigandowntowns.com/>. \$95
- IX. Reports from Department and Other Boards and Commissions**
- X. Public Comments**
- XI. Comments from Planning Commissioners**
- XII. Adjournment**

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**CITY OF LINCOLN PARK  
COUNTY OF WAYNE, STATE OF MICHIGAN  
PLANNING COMMISSION MINUTES OF SEPTEMBER 23, 2020**

A Planning Commission meeting of September 23, 2020, via Zoom for Lincoln Park, Michigan was called to order at 7:04 p.m. by Mr. Kissel, Commencing with the Pledge of Allegiance.

**PRESENT:** Palmer, Horvath, Persinger, Kelsey, Kissel

**ABSENT:** Briones, LoDuca

**EXCUSED:** Graczyk

**ALSO PRESENT:** Moe Aoude, John Meyers, Elizabeth Gunden, Leah Dumouchel

**APPROVAL OF MINUTES**

August 19, 2020

**Minutes approved as written**

**APPROVAL OF AGENDA**

Motion to amend the agenda for the meeting of the Lincoln Park Planning Commission to take item PPC20 002, Petition for Rezoning, 1805 Papalas Drive, from the table and consider it as Item D under Section V, Old Business moved by Horvath and supported by Kelsey.

**MOTION CARRIED**

**OLD BUISNESS:**

**(A)SITE PLAN REVIEW 970 FORT ST- AUTO SALES & SERVICE**

The applicant proposes to open an auto sales and service facility. That the Lincoln Park Planning Commission approve site plan request #PPC18-005 and accompanying site plan dated August 14, 2020, for Auto Repair and Auto Sales at 970 Fort Street, based on the finding that the plan substantially meets the requirements of Section 1296.01, with the conditions and waivers noted in the Staff Report dated September 23, 2020 to be resolved administratively.

Discussion

Motion by Kelsey to recommend approval based on information from the planners. Supported by Persinger

**MOTION CARRIED**

**(B)PUBLIC HEARING: 970 FORT ST**

Public Hearing opened at 7:45pm

Seeing no public for comment

Public Hearing closed at 7:46PM

**(C) SPECIAL LAND USE: 970 FORT – AUTO SALES AND SERVICE**

That the Lincoln Park Planning Commission grant Special Land Use Approval for Automotive Repair and Used Vehicles Sales at 970 Fort St., as requested in PPC18-0005, based on an affirmative finding of compliance with the criteria set forth in Section 1262.08 of the Lincoln Park Zoning Code.

Motion Carried

**(D.) REZONING OF 1805 J.A. PAPALAS**

That the Lincoln Park Planning Commission acknowledges the applicant's request to remove from consideration "Parcel 2" as described in the staff report dated June 17, 2020 ( parcel ID, 45003150003000, also known as Lot 3 of "Lincoln Park Industrial Subdivision"), and consider only the request to rezone "Parcel 1" as described in the staff report dated June 17, 2020 (parcel ID 45003150001304, also known as Parcel A of Lot 1 of "Lincoln Park Industrial Subdivision")

The Lincoln Park Planning Commission has found the Review Considerations as presented in Section 1262.09 (e) of the Lincoln Park Zoning Code to be substantially favorably met, and consequently recommends the Lincoln Park City Council approve the request to rezone parcel ID 45003150001304, also known as Parcel A of Lot 1 of "Lincoln Park Industrial Subdivision" ("Parcel 1" as described in the staff report dated June 17, 2020), from Municipal Business District to General Industrial District.

Moved by Kelsey, Supported by Horvath

Yay's: Kelsey, Horvath

Nay's: Palmer, Kissel, Persinger

**NEW BUISNESS**

**A. Public Hearing: Zoning Text Amendment – STANDARDS FOR MARIJUANA BUSINESS**

Public Hearing Opened at 8:39 p.m. – No public comment

Motion to recommend proposed motion.

Unanimously Approved

Public Hearing Closed at 8:41 p.m.

**B. ZONING TEXT AMENDMENT:** Standards for marijuana businesses. That the Lincoln Park Planning Commission recommend to the Lincoln Park City Council the adoption of four proposed amendments to the Lincoln Park Zoning Code in order to allow marihuana establishments in the General Industrial District in accordance with the Special Election of November 2019 and subsequent adoption of Chapter 853 of the Lincoln Park Code of Ordinances. The following sections will be amended as specified in the memo titled "Zoning Text Amendment Memo: Marijuana Business

Uses," dated September 9, 2020:

- ☐ 1260.08, Definitions;
- ☐ 1286.03, Special Land Uses in the General Industrial District;
- ☐ 1296.02, Site Design Standards for Uses Permitted After Special Approval;
- ☐ 1290.02, Off-Street Parking and Loading

Unanimously Approved with the inclusion of an additional standard referencing the performance standards of 1294.31 and specifically citing ventilation and odor control.

**POLICY REVIEW AND DISCUSSION**

None

**Education & Training**

Michigan association of planning conference: October 7-9. Virtual and chapter this year – planningmi.org

**REPORTS FROM DEPARTMENTS AND OTHER BOARDS AND COMMISSIONS**

None

**PUBLIC COMMENTS**

None

**COMMENTS FROM PLANNING COMMISSIONERS:** Commissioner Palmer noted that those who call into the Zoom meetings via phone are not identified, and stated a preference for all who speak during public comment, a public hearing, or on behalf of an application identify themselves by name and address.

**ADJOURNMENT**

Moved by Kelsey to adjourn, support by Persinger

**MOTION CARRIED**

Meeting adjourned at 8:46 PM

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**MICHAEL HORVATH, Secretary**

## 804 Southfield – Fuel Station Expansion

### Site Plan Review

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Applicant	Usafe Abdo Saleh
Project	Fuel Station Expansion
Address	804 Southfield Road, Lincoln Park, MI 48146
Date	October 14, 2020
Request	Site Plan Review
Recommendation	<b>Approve with Conditions</b>

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#### GENERAL

All elements of the site plan shall be designed to take into account the site's topography, the size and type of plot, the character of adjoining property, and the traffic operations of adjacent streets. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this Zoning Code. The site plan shall conform with all requirements of this Zoning Code, including those of the applicable zoning district(s).

#### Project and Site Description



Figure 1: Aerial View

The applicant owns two adjacent parcels and proposes to expand from the existing gas station and convenience store on one parcel to a gas station, carryout, and two retail shops across the rear of both parcels. The existing Metro by T-Mobile store will be demolished to make room for the development of the restaurant and retail establishments.

#### *Site conditions*

The approximately half-acre site is located on Southfield Road between Washington Avenue and Grant Street. The site

currently has four access points, three along Southfield and one on Washington Avenue. The building is adjacent to a residential zone, separated by Austin Avenue.

**Master Plan**

*Future Land Use Classification*

The Future Land Use classification for this parcel is General Commercial.

*Intent, Desirable Uses, and Elements*

General commercial properties are intended to serve the whole community and are located along major thoroughfares.

**Land Use and Zoning**

*Zoning*

The parcel is zoned Municipal Business District (MBD).

*By Right*

Retail: permitted by right if less than 60,000 square feet of gross floor area.

*Special Approval*

Automotive fueling stations with or without the following accessory uses:

- Convenience stores and/or restaurant with or without drive through service of no more than two thousand, five hundred (2,500) square feet each.

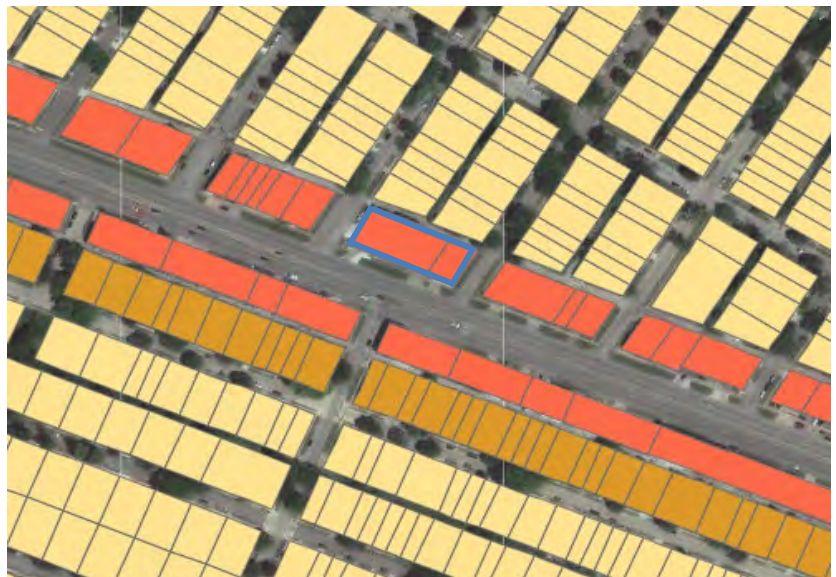


Figure 2: Zoning

The uses are intended to make up a unified development and will be evaluated together. However, it is noted that the two developments must be independently operable due to the restrictions on accessory uses to the automotive fueling station.

*Proposed and Existing Uses*

Site	Commercial; Municipal Business District (MBD)
North	ROW; Residential; Single-Family (SFRD)
East	ROW; Commercial; Municipal Business District (MBD)
South	ROW; Commercial; Municipal Business District (MBD)
West	ROW; Commercial; Municipal Business District (MBD)



### Site Plan Documents

The following site plan drawings have been used to perform this review and are part of the public record.

Page	Sheet Title	Original Date	Last Revision
C-01	Cover Sheet	–	09/14/2020
CE-1	Topographic Survey	–	–
C-3	Existing Site and Demolition Plan	–	09/14/2020
C-4	Site Plan	–	09/14/2020
C-05	Floor Plan	–	09/14/2020
C-6	Elevation	–	09/14/2020
–	Landscape Plan	–	09/14/2020
C-08	Roof Plan	–	09/14/2020

### Dimensional Standards

The dimensional requirements of the Municipal Business District (MBD) are described in the chart below. (§1294.32, except where noted.)

	Required	Provided	Compliance
<b>Lot Width</b>	Min. 40	~224	Met
<b>Street Frontage</b> (§1294.09)	Shrubbery and low retaining walls maximum 2 ½' < height < 8'	No shrubbery or retaining wall proposed within the corners of the lot	N/A
<b>Lot Area</b>	Min. 4,000 sq ft	~19,488	Met
<b>Lot Coverage</b>	Max. 50%	4,517/19,488 = 23%	Met
<b>Height</b>	2-Story Building; 25 ft	1 story	Met
<b>Setback – Front</b>	0	35' – to retail 70' – to gas station 5' 6" – to pump canopy	Met
<b>Setback – Sides</b>	0	0 – Grant Street 58' – Washington Avenue	Met
<b>Setback – Rear</b>	0	0	Met

Items to be addressed

- Per the City Engineer’s review, the property line designation shall be clearly shown on the plans as the exact property lines and limits are not clearly depicted. The applicant shall show ownership for both properties shown on the plans.

**BUILDING DESIGN**

The building design shall relate to the surrounding environment in regard to texture, scale, mass, proportion, and color. High standards of construction and quality materials will be incorporated into the new development. In addition to following design guidelines adopted in specific district or sub-area plans, the building design shall meet the requirements of Section 1296.04, Standards for Architecture and Building Materials.

Required	Compliance
<ul style="list-style-type: none"> <li>• Building mass, height, bulk and width-to-height ratio within 50-150% of buildings within 500’</li> </ul>	Met
<ul style="list-style-type: none"> <li>• Architectural variety</li> <li>• Similar materials and entrances to buildings within 500’ <i>primarily brick, single-story, flat roof</i></li> </ul>  <p>1 block west on Southfield – single-story, square, brick, flat roof</p>  <p>1 block east on Southfield – strip mall style, partially brick, flat roof</p>	Met





Required	Compliance
<ul style="list-style-type: none"> <li>Main entrances: doors larger</li> <li>Framing devices (overhangs, recesses, peaked roof forms, porches, arches, canopies, parapets, awnings, display windows, accent colors, tile work, moldings, pedestrian-scale lighting, distinctive door pulls) <i>Larger front doors, distinctive door pulls, canopy with lights above, colors not identified</i></li> </ul>	Met
<ul style="list-style-type: none"> <li>Pitched / shingled roof forms suggested; overhanging eaves with slope of 0.5 to 1 <i>Flat roof proposed, no overhanging eaves.</i></li> <li>Rooflines &gt;100' = roof forms, parapets, cornice lines <i>Roof forms, cornice, and copings demonstrated</i></li> <li>Roof-top mechanical equipment screened by roof form. <i>5' roof-top screening provided</i></li> </ul>	<p><b>NOT MET</b></p> <p>Met</p> <p>Met</p>

**Items to be addressed**

- Applicant shall revise façade materials to comply with façade material percentage requirements.
- Applicant shall increase the percentage of windows on the front façade (south).
- Applicant shall provide accurate percentages for each building material used on the facades.
- Applicant shall provide details on building colors.

**PRESERVATION OF SIGNIFICANT NATURAL FEATURES**

*Judicious effort shall be used to preserve the integrity of the land, existing topography, and natural, historical, and architectural features as deemed in this Zoning Code, in particular flood hazard areas and wetlands designated/regulated by the Michigan Department of Environmental Quality, and, to a lesser extent, flood hazard areas and wetlands which are not regulated by the Department.*

There are no significant natural features to preserve; however, the four existing deciduous trees on the northwest corner of the lot will remain.

**Items to be addressed**

None

**SIDEWALKS, PEDESTRIAN AND BICYCLE CIRCULATION**

*The arrangement of public or common ways for vehicular and pedestrian circulation shall be connected to existing or planned streets and sidewalks/ pedestrian or bicycle pathways in the area. There shall be provided a pedestrian circulation system which is separated from the vehicular circulation system. In order to ensure public safety, special pedestrian measures, such as crosswalks, crossing signals and other such facilities may be required in the vicinity of primary and secondary schools, playgrounds, local shopping areas, fast food/ service restaurants and other uses which generate a considerable amount of pedestrian or bicycle traffic.*

The site is served by a public sidewalk on three sides of the building (excluding Austin Avenue) which provides pedestrian circulation separated from the vehicular circulation. A paved 5’ internal sidewalk runs across the entire site and connects the facades of each use between Grant Street and Washington Avenue. There are no bicycle lanes on the ROW or bicycle parking facilities proposed. The Engineer’s review states

that concrete sidewalks on Southfield Road, Washington Street, and Grant Street must be brought up to City standards. Any broken, cracked, or unsafe sidewalks in the rights-of-way and onsite must be repaired.

**Items to be addressed**

- Applicant shall ensure that concrete sidewalks are brought up to City standards.

**PARKING**

*The number and dimensions of off-street parking [spaces] shall be sufficient to meet the minimum required by this Zoning Code. However, where warranted by overlapping or shared parking arrangements, the Planning Commission may reduce the required number of parking spaces, as provided in this Zoning Code.*

The Lincoln Park Code of Ordinance §1290.02 Number of Spaces requirements clearly indicates parking formulas for each use under the Business and Commercial category.

Use(s)	Required	Proposed	Compliance
Automobile service station	1/employee + 1/owner and/or manager + 2 for each service bay  <i>3 employees + 1 owner/manager + 2(3 bays) = 10</i>	4	NOT MET
Retail	1/ 250 sf of gross floor area  <i>(2,257/250) = 9</i>	6	NOT MET
Restaurant	1 / 100 sf of gross floor area intended for use by customers and patrons of the establishment, plus one (1) for every two (2) employees  <i>( 0 + 2) = 2</i>	2	NOT MET
TOTAL	20.5 = 21	12	

§1290.01 (q) Waiver or Modification of Standards for Special Situations.

The Planning Commission may reduce or waive the number of off-street parking and/or loading spaces required for a specific use, provided they determine that no good purpose would be served by providing the required number of such spaces. In making such a determination to reduce or waive the requirements for off-street parking and/or loading spaces of this chapter, the following may be considered:

- (1) Extent that existing off-street parking and/or loading spaces can effectively accommodate the parking and loading needs of a given use.
- (2) Extent that existing on-street parking and/or loading spaces can effectively accommodate the parking and loading needs of a given use without negatively impacting traffic safety or adjacent uses.
- (3) Existing and proposed building placement.
- (4) Location and proximity of municipal parking lots and/or public alleys.
- (5) Agreements for parking and/or loading spaces with adjacent or nearby property owners.

	Required	Proposed	Compliance
<b>Parking Area Type B</b> §1290.05	Adequate means of ingress and egress shall be provided and shown	Demonstrated – three points of ingress and egress (changing existing driveway configuration of four points of ingress and egress)	Met
	Parking facilities, access drives, and maneuvering aisles shall be hard surfaced with concrete or plant-mixed bituminous material, maintained in a usable dustproof condition and graded and drained appropriately	Concrete pavement	Met
	Concrete curbs and gutters	Concrete integral curb / sidewalk detail provided on sheet C-4 (Site Plan)	Met
	When adjoining residential property and/or a residential street or alley: 6’ solid masonry wall, ornamental on both sides, with bumper guards	Proposed 6’ high masonry wall and building	Met
	All street boundaries of such parking facilities, where residential property is located on the opposite side of the street, shall be treated the same as set forth in Section 1290.04, Off-Street Parking A Areas; Residential Districts Adjoining Business or Industrial Districts.	N/A	N/A
	Entrance only from the adjoining principal use or adjoining alley; no use of street for backing or maneuvering	The proposed loading zone location could interfere with the ROW on Southfield	Substantially met
	In all cases where such parking facilities abut public sidewalks, a wall or curb at least six (6) inches high, or steel posts twenty-four (24) to thirty (30) inches high and not more than five (5) feet apart, set three (3) feet in concrete, shall be placed thereon so that a motor vehicle cannot be driven or parked with any part thereof extending within two (2) feet of a public sidewalk.	Three parking spaces abut the sidewalk on Grant St – bumper blocks proposed, but no detail provided	<b>INQUIRY</b>

**Items to be addressed**

- Applicant shall provide installation detail showing how the existing 5’ masonry wall along rear of the property will be adjusted to meet the 6’ height requirement.
- Applicant to apply for parking waiver from the Planning Commission to reduce the number of required parking spaces.
- Applicant shall provide details on proposed bumper blocks abutting the sidewalk on Grant Street.
- Per the City Engineer’s review, the parking lot areas will need to be brought up to City standards.

**BARRIER-FREE ACCESS**

*The site has been designed to provide barrier-free parking and pedestrian circulation.*

Required Spaces	Required Barrier-Free Spaces	Proposed Barrier-Free Spaces	Compliance
1-25	1	Provided	Met

Items to be addressed

- None

**LOADING**

*All loading and unloading areas and outside storage areas, including refuse storage stations, shall be screened in accordance with this Zoning Code.*

It is noted that the proposed location of the loading space may interfere with the approach from the Southfield right-of-way, though the availability of two alternate curb cuts to the site, including one on Southfield, should alleviate the concern. Furthermore, per section 1290.09(b), the specified loading space size is 10 ft. by 50 ft., and the proposed loading space is only 14 ft. by 35 ft.

Gross Floor Area	Loading Spaces – Required	Loading Spaces – Provided	Compliance
2,001 – 5,000	1	1	NOT MET

Items to be addressed

- Applicant shall comment on the adequacy of the loading zone size, which does not meet the specifications of Section 1290.09(b).

**ACCESS, DRIVEWAYS, AND VEHICULAR CIRCULATION**

*Safe, convenient, uncongested, and well-defined vehicular and pedestrian circulation within and to the site shall be provided. Drives, streets, parking and other elements shall be designed to discourage through traffic, while promoting safe and efficient traffic operations within the site and at its access points. All driveways shall meet the design and construction standards of the City. Access to the site shall be designed to minimize conflicts with traffic on adjacent streets, particularly left turns into and from the site. For uses having frontage and/or access on a major traffic route, as defined in the City of Lincoln Park Comprehensive Development Plan, the number, design, and location of access driveways and other provisions for vehicular circulation shall comply with the provisions of Section 1290.10, Access Management Standards.*

The standards of this section shall be applied to the following major traffic routes (arterials) identified in the City of Lincoln Park Comprehensive Development Plan: Southfield Road, Fort Street, Dix Avenue, and Outer Drive.

Required	Provided	Compliance
<ul style="list-style-type: none"> <li>• Single two-way driveway or pair of one-way driveways</li> <li>• Two-way: 25' &lt; throat width &lt; 30' (face to face of curb). One-way paired: each 20' measured perpendicularly. May be separated by 10' median; sidewalks shall be continued or maintained</li> <li>• 25' radii; 30' radii where daily truck traffic expected</li> <li>• Corner lots: one access point per street with &gt;100' frontage <i>Corner lot but not all frontages are greater than 100'</i></li> <li>• If frontage &gt;300' and documented need (ITE), may allow additional access with design restrictions <i>Not applicable</i></li> </ul>	<ul style="list-style-type: none"> <li>• One two-way driveway serving one parcel; and a shared two-way drive serving both parcels</li> <li>• Throat width on Washington = 30' Southfield throat widths = 30', sidewalks continued</li> <li>• Radii noted as R-15</li> </ul>	<p>Substantially met</p> <p>Met</p> <p><b>NOT MET</b></p>
<ul style="list-style-type: none"> <li>• Shared access: driveways along property lines, connecting parking lots, on-site frontage roads, rear service drives. Encouraged and may be required for sites within 1/4 mile of major intersections; having dual frontage; with &lt;300' frontage; with sight distance problems; along congested or accident-prone roadway segments</li> <li>• Connection to adjacent facilities may be required; site accommodation may be required for future connection to undeveloped adjacent property</li> <li>• Letters of agreement or access easements required</li> </ul>	<p>Curb cuts straddling the property line reconfigured into shared access</p>	<p>Met</p>
<ul style="list-style-type: none"> <li>• Triangular unobstructed view areas: from corner of two ROWs, 25' along each; from corner of ROW and driveway, 10' along driveway and 5' along ROW</li> <li>• Grass / groundcover only in 3' strip abutting driveway and ROW</li> <li>• Trees permitted if trimmed between 30" and 6' from ground level</li> </ul>	<p>Courtesy note: Sign with gas prices is taller than 6'</p>	<p>Met</p>
<ul style="list-style-type: none"> <li>• May require drive to be located on the far side of the property from congested intersections</li> <li>• &gt;150' from signalized intersection or 4-way stop, or right-turn-only at 75' from intersection</li> <li>• &gt;100' otherwise</li> <li>• &gt;200' from centerline of I-75 access ramps</li> </ul>	<p>Not Applicable</p>	<p>N/A</p>



Required	Provided	Compliance
<ul style="list-style-type: none"> <li>• Same side of street: Driveway spacing determined by speed limits in §1290.10 <i>speed limit is 35 mph, so minimum driveway spacing is 150'</i></li> <li>• Across the street: Driveways directly aligned or &gt;150' offset (excludes right-turn-only)</li> <li>• Directional driveways, divided driveways, and deceleration tapers and/or by-pass lanes may be required by the Planning Commission where they will reduce congestion and accident potential</li> </ul>	<ul style="list-style-type: none"> <li>• Driveway spacing on Southfield Rd to the next driveway east of Grant Street is about 154' and to next driveway on site is 150'</li> <li>• Not Applicable</li> <li>• Not Applicable</li> </ul>	<p>Met</p>

**Items to be addressed**

- Driveway radii shall be revised to meet the standards.*
- Southfield Road is under the jurisdiction of the Wayne County Road Commission, and all work in the right-of-way shall be permitted and approved through that agency.*

**EMERGENCY VEHICLE ACCESS**

*All buildings or groups of buildings shall be arranged so as to permit necessary emergency vehicle access as required by the Fire Department and Police Department.*

Emergency vehicle access will be via Southfield St. The Lincoln Park Police Department has reviewed this plan and indicate no outstanding issues.

**Items to be addressed**

*None*

**STREETS**

*All streets shall be developed in accordance with the City of Lincoln Park Subdivision Control Ordinance and construction standards, unless developed as a private road in accordance with the requirements of the City.*

No new streets are proposed.

**Items to be addressed**

*None*

**LANDSCAPING, SCREENING, AND OPEN SPACE**

*The landscape shall be preserved in its natural state, insofar as practical, by removing only those areas of vegetation or making those alterations to the topography which are reasonably necessary to develop the site in accordance with the requirements of this Zoning Code. Landscaping shall be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property. Landscaping, landscape buffers, greenbelts, fencing, walls and other*

protective barriers shall be provided and designed in accordance with the provisions of Section 1296.03, Landscaping Standards. Recreation and open space areas shall be provided in all multiple-family residential and educational developments.

	Required	Proposed	Compliance
Street Landscaping	Greenbelt, 10' width minimum with groundcover	15 ft grass area between sidewalk and Fort Street, 8 ft grass area between sidewalk and Grant / Washington Streets	Met with waiver
	1 tree and 4 shrubs per 40' of street frontage $224/40 = 6 \text{ trees and } 22 \text{ shrubs}$ . 30% "redevelopment standard": 2 trees and 7 shrubs	Proposed 34 Red Chokeberry shrubs along Southfield St, 11 Juniper shrubs along Grant St, 23 Juniper shrubs along Washington St. 4 existing evergreen trees (incorrectly labeled as deciduous) – total 68 shrubs and 4 trees. No trees are proposed along any street ROW.	NOT MET
	Where headlights from parked vehicles will shine into the ROW, may require a totally obscuring hedge	Obscuring hedge of 11 Juniper shrubs proposed along Grant Street.	Met
Interior Landscaping	10% of total lot area landscaped, including groundcover $19,488 \text{ sf} * 0.1 = 1,948 \text{ sf landscaping}$ . 30% "redevelopment standard": 585 sf	~812 sf of landscaped area proposed at northwest corner	Met with waiver
	Interior landscaping to be grouped near entrances, foundations, walkways, service areas	Not grouped near entrances or walkways	
	1 tree per 400 sf of required landscaping and 1 shrub per 250 sf of required landscaping $1,948/400 = 4.87 = 5 \text{ trees}$ $1948/250 = 7.7 = 8 \text{ shrubs}$ 30% "redevelopment standard": 2 trees and 3 shrubs	4 existing evergreen trees ; 23 Juniper shrubs along Washington	
Parking Lot	1 deciduous or ornamental tree per 10 parking spaces $12 \text{ spaces} = 1 \text{ tree}$	0 trees; additional shrubs counted toward this requirement	Met
	100 sf of planting area per tree		
	Where parking lot landscaping cannot be provided, additional landscaping along the street or in the buffer areas should be considered		
Screen	Waste receptacle: Decorative masonry wall of at least 6' with solid or impervious gate	Screened dumpster enclosure provided	Met

	Required	Proposed	Compliance
	Abutting residential: greenbelt, 15' with 5' evergreens (PC may waive); solid 6' masonry wall ornamental on both sides	The placement and size of the building provide no adequate space to deliver the provision of the greenbelt requirements in accordance with §1296.03 landscaping standards; a 6' solid masonry wall is proposed. The existing wall is 5' – details needed on how the wall will be increased by 1' in height	INQUIRY

**Items to be addressed**

- Applicant shall request Planning Commission waiver for interior landscaping, street trees, and greenbelt width.
- Street trees shall be provided along the Southfield right-of-way.
- Applicant shall provide details on how the existing 5' masonry wall along rear of the property will be adjusted to meet the 6' height requirement.

**SOIL EROSION CONTROL**

*The site shall have adequate lateral support so as to ensure that there will be no erosion of soil or other material. The final determination as to adequacy of, or need for, lateral support shall be made by the Building Superintendent or City Engineer.*

All erosion and sedimentation measures are under the jurisdiction of Wayne County.

**Items to be addressed**

- Applicant shall work with the building superintendent, City Engineer, and Lincoln Park Department of Public Services to review soil erosion practices as needed.

**UTILITIES**

*Public water and sewer facilities shall be available or shall be provided for by the developer as part of the site development, where such systems are available.*

The Engineers comments state that the plans show a new sanitary sewer services lead to the new addition. The new sewer lead will need to be reviewed and approved during the detailed engineering review.

Based on the site plan submitted, the existing utilities and lead for the fuel station are being reused. It is important that the developer realize these existing utilities are very old and may have reached their life expectancy. It is our strong recommendation for the applicant to at least videotape the existing sewer lead to determine its condition prior to performing any new renovation on or around the building. If the service lead needs to be replaced the installation of the new service will need to be inspected by the City Engineer.

The applicant should verify with the City the existing water service type and size. If the water lead is a lead service it will have to be replaced. The applicant's engineer or architect shall determine the water service lead type and capacity.

#### Items to be addressed

- *Applicant shall work with the City Engineer to verify the existing water service and sanitary service type, size, and determine the lead capacity for the proposed building use.*

### STORMWATER MANAGEMENT

*Appropriate measures shall be taken to ensure that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Provisions shall be made to accommodate stormwater which complements the natural drainage patterns and wetlands, prevent erosion and the formation of dust. Sharing of stormwater facilities with adjacent properties shall be encouraged. The use of detention/ retention ponds may be required. Surface water on all paved areas shall be collected at intervals so that it will not obstruct the flow of vehicular or pedestrian traffic or create standing water.*

Stormwater management is under the jurisdiction of Wayne County.

#### Items to be addressed

- *Applicant shall work with the City Engineer to review stormwater management system to determine the appropriate permitting process, and shall secure all required permits from Wayne County as needed.*

### LIGHTING

*Exterior lighting shall be arranged so that it is deflected away from adjacent properties and so that it does not impede the vision of traffic along adjacent streets. Flashing or intermittent lights shall not be permitted.*

Hooded lights are shown on the existing automobile service station and beneath the service bay overhang. Sconce lighting is proposed on the building (page C-6), but no manufacturer specifications provided. One light pole sits on the Washington side of the site that does not appear to be shielded. There are two proposed light poles along Southfield, and there is a "standard pole light detail" on page C-4. The "standard pole light detail" references "lighting specs," but no manufacturer specifications are provided.

#### Items to be addressed

- *Applicant shall provide manufacturer specifications to ensure that lighting is arranged to deflect away from adjacent properties and so that it does not impede the vision of traffic along adjacent streets.*

### NOISE

*The site has been designed, buildings so arranged, and activities/equipment programmed to minimize the emission of noise, particularly for sites adjacent to residential districts.*

No adverse noise impacts are anticipated from the development.

#### Items to be addressed

None

**MECHANICAL EQUIPMENT**

*Mechanical equipment, both roof and ground mounted, shall be screened in accordance with the requirements of this Zoning Code.*

There is a proposed 5-foot screen around roof-top mechanical equipment.

**Items to be addressed**

None

**SIGNS**

*The standards of the City's Sign Code are met.*

Signs shall be permitted by the Building Department in accordance with the Lincoln Park Sign Ordinance. Sign information presented during site Plan Review is for illustrative purposes only.

**Items to be addressed**

- Applicant shall work with the Building Department to ensure signs comply with the Lincoln Park Sign Ordinance.*

**HAZARDOUS MATERIALS OR WASTE**

*For businesses utilizing, storing or handling hazardous material such as automobile service and automobile repair stations, dry cleaning plants, metal plating industries, and other industrial uses, documentation of compliance with state and federal requirements shall be provided.*

The location of underground storage tanks is provided.

**Items to be addressed**

- Applicant shall document compliance with state and federal requirements for storage of underground storage tanks.*
- Applicant to consider with the City alternatives for monitoring underground storage tanks to detect releases.*

**SITE DESIGN STANDARDS FOR USES PERMITTED AFTER SPECIAL APPROVAL**

*All applicable standards for uses permitted after special approval are met.*

	Required	Proposed	Compliance
Area and Frontage	Frontage on principal street >150'	167'	Met
	Minimum area of 15,000 sf	~19,488 sf	

	Required	Proposed	Compliance
Setbacks	Building >40' from street lot line Building >15' from side or rear lot line adjoining residential zoning (may abut open alley)	58' from Washington 70' from Southfield Abuts open alley	Met
	>5,000' from existing similar use from lot line to lot line	Existing location	N/A
Drives and Curbs	<30' wide at lot line	Washington: 30' Southfield west: 30' Southfield east: 30'	Met
	1 curb cut per street	One curbcut per parcel	Met
	>20' from corner or exterior lot line	Washington: 41' Southfield west: 26' Southfield east: 55'	Met
	>30' from other driveway	112' between Southfield east and Southfield west curb cuts with proposed shared access	Met
	6" curb along all street lot lines	Integral curb/sidewalk detail shown on sheet C-4	Met
Paved Areas	Hard surfaced; curbs along landscape	Hard surfaced Integral curb/sidewalk detail shown on sheet C-4	Met Met
Equipment Location	Lubrication equipment, motor vehicle washing equipment, hydraulic hoists and pits enclosed entirely within a building	N/A	N/A
	Gasoline and fuel pumps >15' from any lot line	17' from Southfield lot line	Met
	Vehicles shall not be serviced while overhanging public sidewalk, street, or right of way.	Service areas meet requirement	Met
Number of PUMps	Max of 4 double gasoline and fuel pumps or 8 single gasoline and fuel pumps and 2 enclosed stalls for service	4 double fuel pumps	Met
	2 additional gasoline and fuel pumps and/or 1 enclosed stall for each additional 2,000 sf of lot area over 15,000	N/A	N/A
Walls	Where adjoining residential district: 6' solid, ornamental, masonry wall along interior or alley lot line	Existing 5' wall to altered to be 6'	INQUIRY
	Trash areas, tires, parts, etc. enclosed on all sides by 6' masonry wall	Trash area enclosed with 6' 4" wall	MET
	Walls: same materials as principal building; brick, decorative block, pre-cast concrete with decorative pattern; painted principal building color scheme	Split face block wall; note specifies materials and colors matching principal building	Met



	Required	Proposed	Compliance
	Protected by curb or vehicle barrier	Curbed	Met
	May be required adjoining nonresidential use, e.g. office, clinic, day care, or landscaped area	N/A	N/A
	May be stepped down 25' from ROW	N/A	N/A
Prohibited	>200' from school, playground, church, hospital, or other congregating use, property line to property line	Existing location	N/A
Outdoor Storage and Parking	All work conducted completely within enclosed building	N/A	N/A
	No storage of parts, trash, supplies, or equipment outside of a building	No outside storage	Met
	Vehicle storage generally limited to private passenger automobiles between 10pm-7am; see 1294.14 for exceptions	N/A	N/A

**Items to be addressed**

- Applicant shall provide details on how the existing 5' masonry wall along rear of the property will be adjusted to meet the 6' height requirement.

**OTHER AGENCY REVIEWS**

The applicant has provided documentation of compliance with other appropriate agency review standards, including, but not limited to, the Michigan Department of Natural Resources, Michigan Department of Environmental Quality, Michigan Department of Transportation, Wayne County Drain Commission, Wayne County Health Department, and other federal and state agencies, as applicable.

Work on the Southfield Road ROW requires permit from Wayne County Road Commission. Improvements to the fueling station may require review by Michigan Department of Energy, Great Lakes, and the Environment. Pavement replacement may require review by Wayne County Drain Commissioner.

**Items to be addressed**

- Work on the Southfield Road ROW requires permit from Wayne County Road Commission.
- Improvements to the fueling station may require review by Michigan Department of Energy, Great Lakes, and the Environment.
- Pavement replacement may require review by Wayne County Drain Commissioner.
- The Lincoln Park Fire Department requests that all doors swing outward in the direction of exit travel.

**VARIANCES**

No variances are anticipated in conjunction with this development.

## Items to be addressed

*None*

## RECOMMENDATIONS

### Findings

The information submitted with this proposal is substantially in compliance with §1296.01, Site Plan Review.

### Conditions and Waivers

#### *Waivers*

- Parking waiver to reduce the number of required parking spaces from 21 to 12, with recognition that fueling pump spaces will likely accommodate some retail and restaurant trips.
- Waiver for interior landscaping, street trees along Washington and Grant, and greenbelt width.

#### *Conditions to be addressed before approval letter is issued*

- Per the City Engineer's review, the property line designation shall be clearly shown on the plans as the exact property lines and limits are not clearly depicted. The applicant shall show ownership for both properties shown on the plans.
- Applicant shall revise façade materials to comply with façade material percentage requirements.
- Applicant shall increase the percentage of windows on the front façade (south).
- Applicant shall provide accurate percentages for each building material used on the facades.
- Applicant shall provide details on building colors.
- Applicant shall provide installation detail showing how the existing 5' masonry wall along rear of the property will be adjusted to meet the 6' height requirement.
- Applicant shall provide details on proposed bumper blocks abutting the sidewalk on Grant Street.
- Applicant shall comment on the adequacy of the loading zone size, which does not meet the specifications of Section 1290.09(b).
- Driveway radii shall be revised to meet the standards.
- Street trees shall be provided along the Southfield right-of-way.
- Applicant shall provide manufacturer specifications to ensure that lighting is arranged to deflect away from adjacent properties and so that it does not impede the vision of traffic along adjacent streets.

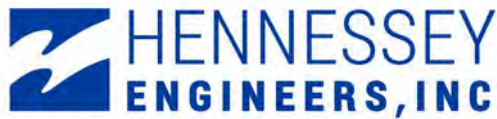
### Conditions of Approval

- Applicant shall ensure that concrete sidewalks are brought up to City standards.
- Per the Engineer's review, the parking lot areas will need to be brought up to City standards.

- Applicant shall work with the building superintendent, City Engineer, and Lincoln Park Department of Public Services to review soil erosion practices as needed.
- Applicant shall work with the City Engineer to verify the existing water service and sanitary service type, size, and determine the lead capacity for the proposed building use.
- Applicant shall work with the City Engineer to review stormwater management system to determine the appropriate permitting process, and shall secure all required permits from Wayne County as needed.
- Applicant shall work with the Building Department to ensure signs comply with the Lincoln Park Sign Ordinance.
- Applicant shall document compliance with state and federal requirements for storage of underground storage tanks.
- Applicant to consider with the City alternatives for monitoring underground storage tanks to detect releases.
- Work on the Southfield Road ROW requires permit from Wayne County Road Commission.
- Improvements to the fueling station may require review by Michigan Department of Energy, Great Lakes, and the Environment.
- Pavement replacement may require review by Wayne County Drain Commissioner.
- The Lincoln Park Fire Department requests that all doors swing outward in the direction of exit travel.

### **Recommendations**

It is recommended that the City of Lincoln Park **approve** the site plan numbered PPC 20-007, proposing an expansion of an existing fuel station at 804 Southfield Road and consisting of the pages and revision dates found under 'Site Plan Documents' above, based on the finding that the proposal substantially complies with the requirements of §1296.01. This approval is conditional upon the submittal, within 45 days of the date of this report, of a revised Site Plan resolving the items noted above and subject to administrative review and approval.



Oct 2, 2020

Ms. Leah DuMouchel, AICP  
Beckett & Raeder, Inc.  
535 West William St. Suite 101  
Ann Arbor, MI, 48103-4978

**Re: Gas Station and Retail Shop  
804 Southfield Road  
City of Lincoln Park, MI  
Hennessey Project 72133**

Dear Ms. DuMouchel:

Hennessey Engineers, Inc. completed our first review of the plans for the Planning Commission submittal dated revised September 14, 2020 and received via email from your office.

The project consists of three proposed commercial building additions including a Carry Out Kitchen, and two (2) Retail Shops.

Listed below are some comments which are recommended to be addressed in the Preliminary Plan approval but would not be grounds for a reason for denial from an engineering feasibility standpoint:

**GENERAL**

1. The plans show a new sanitary sewer services lead to the new addition. The new sewer lead will need to be reviewed and approved during the detailed engineering review.
2. Based on the site plan submitted, the existing utilities and lead for the existing portion of the fuel station are being reused. It is important that the developer realize these existing utilities are very old and may have reached their life expectancy. It is our strong recommendation for the developer to at least videotape the existing sewer lead to determine its condition prior to performing any new renovation on or around the building. If the service lead needs to be replaced the installation of the new service will need to be inspected by our office.
3. I do not see a new water service lead to the building. The developer should verify with the City the existing water service type and size. If the water service is a lead service it will have to be placed. The developer's engineer or architect shall determine the water service lead type and capacity.
4. The concrete sidewalks on Southfield Road, Washington Street and Grant Street must be brought up to City Standards. Any broken, cracked or unsafe sidewalks in the right of ways and onsite that must be repaired. This will be addressed during the detailed engineering review.

5. Overall the parking lot is in fair condition. There is broken concrete and deteriorated asphalt in the fuel area, parking lot areas and driveways that will need to be repaired and brought up to the City Standards.
6. Southfield Road is under the jurisdiction of Michigan Department of Transportation. The new drive entrance on Southfield Road must be reviewed, approved and permitted by MDOT. This can be addressed during the detailed engineering review.
7. The property line designation should be clearly shown on the plans. The exact property lines and limits are not clearly depicted on the plans. There appears to be 2 separate properties shown on the plans. The developer must show that they own both properties. This needs to be addressed for the Planning Commission submittal.

Item 7 above needs to be addressed on the plans prior to the Planning Commission meeting. Other than Item 7, from an engineering feasibility our office does not have any issues with the approval of the Preliminary Site Plan submittal. Therefore, from the engineering feasibility review it would be our recommendation for the “**approval**” of the Preliminary Site Plan. This is not a detailed engineering review or approval. Once the Planning Commission approves the Site Plan the engineer shall submit 3 sets of signed and sealed plans and a cost estimate to our office for detailed engineering review. An escrow account will need to be established for the detailed engineering review and construction inspection, test and management. Prior to any start of construction the plans must approved by our office.

If you have any questions, please do not hesitate to contact me.

Sincerely,

HENNESSEY ENGINEERS, INC



James D. Hollandsworth, P.E., P.S.  
Lincoln Park Project Manager

JDH/bd

cc: John Kozuh, DPW Director, City of Lincoln Park  
John Meyers, Building Official, City of Lincoln Park  
Laura Gray, Permit Clerk, City of Lincoln Park  
Monserrat Contreras, Permit Clerk, City of Lincoln Park  
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## 804 Southfield – Fuel Station Expansion Special Land Use Review

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Applicant	Usafe Abdo Saleh
Project	Fuel Station Expansion
Address	804 Southfield Road, Lincoln Park, MI 48146
Date	October 14, 2020
Request	Special Land Use Approval
Recommendation	<b>Approval</b>

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### REQUEST

The proposed Special Land Use approval expands an existing gas station and convenience store site. The applicant owns two adjacent parcels and proposes to expand from the existing gas station and convenience store on one parcel to a gas station, carryout restaurant, and two retail shops across the rear of both parcels. The existing Metro by T-Mobile store will be demolished to make room for the development of the restaurant and retail establishments. The site is located on Southfield Road between Washington Avenue and Grant Street. The proposed use of an automotive fueling station with accessory uses is permitted within the Municipal Business District (MBD) after Special Land Use approval under §1278.03 of the Lincoln Park Zoning Code, and subject to §1294.14.

The property is legally described as:

AD 1A, 2A, 3A\*\*\* LOT 1 THRU 4 INCL EXC THE SLY PT THEREOF MEAS 13.17 FT ON THE WLY LINE OF LOT AND 13.35 FT ON THE ELY LINE OF LOT 4, ALSO AE1-5\*\*\* LOTS 1-5\*\*\* LOTS 1 TO 5 INCL O CONNOR AND HARRISONS MAPLELAWN SUB PT OF PC75 CITY OF LINCOLN PK AS REC IN L44 P19 OF PLATS WCR.

### CRITERIA FOR REVIEW

The following conditions are all required to be met before a Special Land Use approval may be granted:

- 1) The special use will promote the use of land in a socially and economically desirable manner for persons who will use the proposed land use or activity, for landowners and residents who are adjacent thereto and for the City as a whole;



*This condition is MET.*

- 2) The special use is compatible and in accordance with the goals, objectives and policies of the City's Comprehensive Development Plan;

*The Future Land Use classification for the site is General Commercial.*

*The General Commercial land use is intended to provide retail goods and services on a city-wide scale as well as a regional scale that draw customers from within and outside the City. This land use is appropriate location for automobile-oriented uses such as restaurants, gas stations with or without convenience stores, minor auto repair shops, and car washes that comply with special design standards that are not appropriate in other City areas such as the downtown.*

*This condition is MET.*

- 3) The special use is necessary for the public convenience at that location;

*This condition is MET.*

- 4) The special use is compatible with adjacent uses of land, and can be constructed, operated and maintained so as to continue to be compatible with the existing or intended character of the general vicinity and so as not to change the essential character of the area in which it is proposed;

*This is an existing fuel station. Adjacent properties to the east, south, and west are commercial and the adjacent residential properties to the north are adequately screened.*

*This condition is MET.*

- 5) The special use is so designed, located and proposed to be operated that the public health, safety and welfare will be protected;

*The proposed fuel station expansion improves the landscaping, screening, and access for the site.*

*This condition is MET.*

- 6) The special use can be adequately served by public services and facilities without diminishing or adversely affecting public services and facilities to existing land uses in the area;

*This condition is MET.*

- 7) The special use will not cause injury to the value of other property in the neighborhood in which it is to be located;

*This condition is MET.*

- 8) The special use will protect the natural environment, help conserve natural resources and energy, and will not involve uses, activities, processes, materials and equipment or conditions of operation that will be detrimental to the natural environment, public health, safety or welfare by reason of excessive production of traffic, noise, smoke, odors or other such nuisance;

*This condition is MET.*

- 9) The special use is within the provisions of uses requiring special approval as set forth in the various zoning districts herein, is in harmony with the purposes and conforms to the applicable regulations of the zoning district in which it is to be located, and meets applicable site design standards for use in Section 1296.02; and

*The site design as proposed does not completely conform with the requirements of 1294.14, but may be waived for good reason per the same section.*

*This condition is CONDITIONALLY MET.*

- 10) The special use is related to the valid exercise of the City's police power and purposes which are affected by the proposed use or activity.

*This condition is MET.*

### PROPOSED MOTION

I move that the Lincoln Park Planning Commission grant Special Land Use **Approval** for an Automotive Fuel Station at 804 Southfield, as requested in PPC 20-007, based on an affirmative finding of compliance with the criteria set forth in Section 1262.08 of the Lincoln Park Zoning Code.

3387 Fort – Plumbing Contractor

## Site Plan Review

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Applicant	Tracey Yarbrough
Project	Plumbing Contractor
Address	3387 Fort Street, Lincoln Park, MI 48146
Date	October 14, 2020
Request	Site Plan Review – Conceptual
Recommendation	None – Advisory Only

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### GENERAL

*All elements of the site plan shall be designed to take into account the site's topography, the size and type of plot, the character of adjoining property, and the traffic operations of adjacent streets. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this Zoning Code. The site plan shall conform with all requirements of this Zoning Code, including those of the applicable zoning district(s).*

### Project and Site Description



Figure 1: Aerial of Site

The applicant proposes to lease the building as office space for a plumbing services company. No retail parts are sold onsite.

#### *Site conditions*

The site is part of an approximately half-acre parcel is located on Fort Street between Pagel and Buckingham Avenues. There is a small parking lot adjacent to Buckingham Avenue serviced by a curb cut for ingress and egress; there is no access from Fort Street. This site abuts a residential zone, separated by an alley. The property owners also own the vacant residential parcel directly behind it (with frontage on Buckingham) and have used it informally for parking. The backside of the building has four garage doors that open up to the public alley.

#### **Master Plan Future Land Use Classification**

The Future Land Use classification for this parcel is General Commercial.

*Intent; Desirable Uses and Elements*

General commercial properties are intended to serve the whole community and are located along major thoroughfares.

**Land Use and Zoning**

*Zoning*

The parcel is zoned Neighborhood Business District. The proposed use falls under the category of a “service establishment of an office, showroom or workshop nature,” which is permitted after special approval in this zone. The informal parking area behind the parcel is zoned SFRD.

*Proposed and Existing Uses*

Site	Commercial; Neighborhood Business District (NBD)
North	Residential; Single-Family (SFRD) & Commercial; Neighborhood Business District (NBD)
East	Residential; Single-Family (SFRD)
South	Residential; Single-Family (SFRD) & Commercial; Neighborhood Business District (NBD)
West	ROW; Commercial; Neighborhood Business District (NBD)



Figure 2: Zoning Map

**Site Plan Documents**

The following site plan drawings have been used to perform this review and are part of the public record.

Page	Sheet Title	Original Date	Last Revision
A-1	Existing 1-Sty Brick/Block Building Site (Site Plan)	09/14/2020	-
A-2	Existing 1-Sty Brick/Block Building Site (Floor Plan)	09/14/2020	-

**Dimensional Standards**

The dimensional requirements of the Neighborhood Business District (MBD) are described in the chart below. (§1294.32, except where noted.)

	Required	Provided	Compliance
Lot Width	Min. 40	~225	Met
Street Frontage (§1294.09)	Shrubbery and low retaining walls 2 ½' < height < 8'	No shrub or retaining wall	Met
Lot Area	Min. 4,000 sq ft	~21,046 sq ft	Met
Lot Coverage	Max. 50%	44%	Met
Height	2-Story Building; 25 ft	1 story, no elevations	<b>Inquiry</b>
Setback – Front	0	0	Met
Setback – Sides	0	From Buckingham = ~50' From Pagel = ~100'	Met
Setback – Rear	0	0	Met

Elevations with the building height are needed to determine compliance with the 25' height cap.



**Items to be addressed**

- *Applicant shall provide building elevations with the proposed building height.*

**BUILDING DESIGN**

*The building design shall relate to the surrounding environment in regard to texture, scale, mass, proportion, and color. High standards of construction and quality materials will be incorporated into the new development. In addition to following design guidelines adopted in specific district or sub-area plans, the building design shall meet the requirements of Section 1296.04, Standards for Architecture and Building Materials.*

Required	Compliance
• Building mass, height, bulk and width-to-height ratio within 50-150% of buildings within 500'	<b>Met</b>

Required	Compliance
<ul style="list-style-type: none"> <li>Architectural variety</li> <li>Similar materials and entrances to buildings within 500'</li> </ul>  <p>1 block North on Fort Street – single-story, square, brick, flat roof</p>  <p>1 block South on Fort Street – single-story and two-story, brick, flat roof, 1 drive-thru</p>	<p><b>Met</b></p>
<ul style="list-style-type: none"> <li>Building materials: primarily natural products conveying permanence (brick, decorative masonry block, stone, or beveled wood siding) = 75% of each façade (industrial districts, 50% if facing ROW). <i>Cannot determine because building elevations with percentage and building materials not provided.</i></li> <li>25% may be glass, exterior insulation finish systems (EIFS), vinyl, aluminum, or steel siding; or similar synthetic or highly reflective materials (industrial districts not facing public streets or freeways, these and pre-cast concrete or plain masonry block). <i>Cannot determine because building elevations with percentage and building materials not provided.</i></li> <li>Natural colors (bright for decorative features only) <i>Cannot determine because color details not provided.</i></li> </ul>	<p><b>INQUIRY</b></p>
<ul style="list-style-type: none"> <li>Façade: &lt;100' uninterrupted</li> <li>If &gt;100' = recesses, off-sets, angular forms, arches, colonnades, columns, pilasters, detailed trim, brick bands, contrasting courses of material, cornices or porches</li> <li>All sides similar <i>Cannot determine because building elevations not provided.</i></li> </ul>	<p><b>INQUIRY</b></p>
<ul style="list-style-type: none"> <li>Windows: vertical, recessed, visually obvious sills. <i>Cannot determine because building elevations not provided.</i></li> <li>Spaces between windows = columns, mullions, or material found elsewhere on the façade</li> <li>Front facades &gt; 25% windows</li> <li>Size, shape, orientation, spacing to match buildings within 500'</li> </ul>	<p><b>INQUIRY</b></p>
<ul style="list-style-type: none"> <li>Main entrances: doors larger</li> <li>Framing devices (overhangs, recesses, peaked roof forms, porches, arches, canopies, parapets, awnings, display windows, accent colors, tile work, moldings, pedestrian-scale lighting, distinctive door pulls) <i>Cannot determine because building elevations not provided.</i></li> </ul>	<p><b>INQUIRY</b></p>



Required	Compliance
<ul style="list-style-type: none"> <li>• Pitched / shingled roof forms suggested; overhanging eaves with slope of 0.5 to 1</li> <li>• Rooflines &gt;100' = roof forms, parapets, cornice lines <i>N/A</i></li> <li>• Roof-top mechanical equipment screened by roof form. <i>Cannot determine because building elevations not provided.</i></li> </ul>	<p><b>INQUIRY</b></p>

**Items to be addressed**

- Applicant shall provide and clearly label building façade elevations, including building material percentages.*
- Applicant shall provide location and screening method of roof-top mechanical equipment, if applicable.*

**PRESERVATION OF SIGNIFICANT NATURAL FEATURES**

*Judicious effort shall be used to preserve the integrity of the land, existing topography, and natural, historical, and architectural features as deemed in this Zoning Code, in particular flood hazard areas and wetlands designated/regulated by the Michigan Department of Environmental Quality, and, to a lesser extent, flood hazard areas and wetlands which are not regulated by the Department.*

There are no significant natural features to preserve.

**Items to be addressed**

*None*

**SIDEWALKS, PEDESTRIAN AND BICYCLE CIRCULATION**

*The arrangement of public or common ways for vehicular and pedestrian circulation shall be connected to existing or planned streets and sidewalks/ pedestrian or bicycle pathways in the area. There shall be provided a pedestrian circulation system which is separated from the vehicular circulation system. In order to ensure public safety, special pedestrian measures, such as crosswalks, crossing signals and other such facilities may be required in the vicinity of primary and secondary schools, playgrounds, local shopping areas, fast food/ service restaurants and other uses which generate a considerable amount of pedestrian or bicycle traffic.*

The site is served by a 6’ public sidewalk along Fort Street and 5’ sidewalks along Buckingham and Pagel Avenues, which provides pedestrian circulation separated from the vehicular circulation. However, there is not internal sidewalk to connect pedestrians to the building. There are no bicycle lanes on the ROW or bicycle parking facilities proposed.

**Items to be addressed**

- Applicant shall ensure that concrete sidewalks are brought up to City standards.*

**PARKING**

*The number and dimensions of off-street parking [spaces] shall be sufficient to meet the minimum required by this Zoning Code. However, where warranted by overlapping or shared parking arrangements, the Planning Commission may reduce the required number of parking spaces, as provided in this Zoning Code.*



The Lincoln Park Code of Ordinance §1290.02 Number of Spaces requirements clearly indicate the parking formula for a service establishment use under the Business and Commercial category.

Use	Required	Proposed	Compliance
Service Establishment	Two (2) for every one-thousand (1,000) square feet of gross leaseable floor area.  <i>Gross leasable floor area: 2,251.5 sq. ft.</i> <i>2,251.5 / 1,000 = 2.2515</i> <i>2.2515 x 2 = 4.5 spaces</i>	5	Met

	Required	Proposed	Compliance
Parking Area Type B §1290.05	Adequate means of ingress and egress shall be provided and shown	Parking lot ingress / egress is on Buckingham St.	Met
	Parking facilities, access drives, and maneuvering aisles shall be hard surfaced with concrete or plant-mixed bituminous material, maintained in a usable dustproof condition, and graded and drained appropriately	Existing asphalt surface is in poor condition and needs to be resurfaced.	NOT MET
	Concrete curbs and gutters	No details provided	NOT MET
	When adjoining residential property and/or a residential street or alley: 6' solid masonry wall, ornamental on both sides, with bumper guards	The parking area does not adjoin residential property.	N/A
	All street boundaries of such parking facilities, where residential property is located on the opposite side of the street, shall be treated the same as set forth in Section 1290.04, Off-Street Parking A Areas; Residential Districts Adjoining Business or Industrial Districts.	The parking area is not located on the opposite side of residential property.	N/A
	Entrance only from the adjoining principal use or adjoining alley; no use of street for backing or maneuvering	There is ample room in the parking area for backing and maneuvering.	Met
	In all cases where such parking facilities abut public sidewalks, a wall or curb at least six (6) inches high, or steel posts twenty-four (24) to thirty (30) inches high and not more than five (5) feet apart, set three (3) feet in concrete, shall be placed thereon so that a motor vehicle cannot be driven or parked with any part thereof extending within two (2) feet of a public sidewalk.	The parking area abuts sidewalks on Fort and Buckingham Streets. There are existing 6" concrete wheel stops along the Fort St, but nothing along the Buckingham St sidewalk. More details needed to evaluate.	INQUIRY

Items to be addressed

- Applicant shall provide curb and gutters detailed to scale in accordance with LP Code of Ordinance.
- The existing asphalt parking area shall be resurfaced and brought up to the City's standards.

**BARRIER-FREE ACCESS**

*The site has been designed to provide barrier-free parking and pedestrian circulation.*

Required Spaces	Required Barrier-Free Spaces	Proposed Barrier-Free Spaces	Compliance
1-25	1	1	Met

**Items to be addressed**

*None*

**LOADING**

*All loading and unloading areas and outside storage areas, including refuse storage stations, shall be screened in accordance with this Zoning Code.*

Gross Floor Area	Loading Spaces – Required	Loading Spaces – Provided	Compliance
0 to 2,000	None	None	Met

The definition of Gross Floor Area states: “Areas of basements, utility rooms, breezeways, unfinished attics, porches (enclosed or unenclosed) or attached garages are not included,” so the 4-car garage area is not included. Therefore, no loading space is required.

**Items to be addressed**

*None*

**ACCESS, DRIVEWAYS, AND VEHICULAR CIRCULATION**

*Safe, convenient, uncongested, and well-defined vehicular and pedestrian circulation within and to the site shall be provided. Drives, streets, parking and other elements shall be designed to discourage through traffic, while promoting safe and efficient traffic operations within the site and at its access points. All driveways shall meet the design and construction standards of the City. Access to the site shall be designed to minimize conflicts with traffic on adjacent streets, particularly left turns into and from the site. For uses having frontage and/or access on a major traffic route, as defined in the City of Lincoln Park Comprehensive Development Plan, the number, design, and location of access driveways and other provisions for vehicular circulation shall comply with the provisions of Section 1290.10, Access Management Standards.*

The standards of this section shall be applied to the following major traffic routes (arterials) identified in the City of Lincoln Park Comprehensive Development Plan: Southfield Road, Fort Street, Dix Avenue, and Outer Drive.

There is no vehicular access to this site from any of these routes (vehicular access is off of Buckingham Street), so the standards of this section do not apply.

**Items to be addressed**

*None*

**EMERGENCY VEHICLE ACCESS**

*All buildings or groups of buildings shall be arranged so as to permit necessary emergency vehicle access as required by the Fire Department and Police Department.*

Emergency vehicle access will be via Buckingham St. or the alley east of the site. The Lincoln Park Police Department has reviewed this plan and indicate no outstanding issues.

**Items to be addressed**

*None*

**STREETS**

*All streets shall be developed in accordance with the City of Lincoln Park Subdivision Control Ordinance and construction standards, unless developed as a private road in accordance with the requirements of the City.*

No new streets are proposed.

**Items to be addressed**

*None*

**LANDSCAPING, SCREENING, AND OPEN SPACE**

*The landscape shall be preserved in its natural state, insofar as practical, by removing only those areas of vegetation or making those alterations to the topography which are reasonably necessary to develop the site in accordance with the requirements of this Zoning Code. Landscaping shall be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property. Landscaping, landscape buffers, greenbelts, fencing, walls and other protective barriers shall be provided and designed in accordance with the provisions of Section 1296.03, Landscaping Standards. Recreation and open space areas shall be provided in all multiple-family residential and educational developments.*

	Required	Proposed	Compliance
Street Landscape	Greenbelt, 10' width minimum with groundcover	11' 10" grass area between sidewalk and Fort St. Sidewalk on Buckingham St directly abuts	<b>NOT MET</b>
	1 tree and 4 shrubs per 40' of street frontage		

	Required	Proposed	Compliance
	Where headlights from parked vehicles will shine into the ROW, may require a totally obscuring hedge	street with no space for landscaping. No street landscaping proposed. Obscuring hedge needed for Fort Street.	
Interior Landscaping	10% of total lot area landscaped, including groundcover	Not provided; lot is entirely covered by building, sidewalk, and parking	N/A
	Interior landscaping to be grouped near entrances, foundations, walkways, service areas		
	1 tree per 400 sf of required landscaping and 1 shrub per 250 sf of required landscaping		
Parking Lot	1 deciduous or ornamental tree per 10 parking spaces <10	Not provided; lot is entirely covered by building, sidewalk, and parking.	N/A
	100 sf of planting area per tree		
Screening	Waste receptacle: Decorative masonry wall of at least 6' with solid or impervious gate	Waste receptacle is not proposed. Waste management plan required.	NOT MET
	Abutting residential: greenbelt, 15' with 5' evergreens (PC may waive); solid 6' masonry wall ornamental on both sides	Not provided; the placement and size of the building provide no adequate space to deliver the provision of the greenbelt requirements in accordance with §1296.03 landscaping standards and the 6 ft solid masonry wall requirements in accordance with §1294.28 screening.	N/A

§1296.03 (k) Waiver or Modification of Standards for Special Situations. The Planning Commission may determine whether or not existing landscaping or screening intended to be preserved, or a different landscape design, would provide all or part of the required landscaping and screening. In making such a determination to waive or reduce the landscaping and screening requirements of this section, the following may be considered:

- (1) The extent that existing natural vegetation provides desired screening.
- (2) Whether there is a steep change in topography which would limit the benefits of required landscaping.
- (3) The presence of existing wetlands and watercourses.
- (4) Existing and proposed building placement.
- (5) Whether the abutting or adjacent land is developed or planned by the City for a use other than residential uses.
- (6) Building heights and views.
- (7) Whether the adjacent Residential District is over two-hundred (200) feet away from the subject site.
- (8) Whether similar conditions to the above exist such that no good purpose would be served by providing

the landscaping or screening required.

#### Items to be addressed

- Applicant shall request waiver for the provision of the landscape, greenbelt, and 6' solid masonry wall in accordance with sections 1294.28 and 1296.03 (k) of Lincoln Park Zoning Code.
- Street trees shall be provided
- Applicant shall provide a waste management plan.
- Applicant shall provide an obscuring hedge between parking area and Fort Street.

#### SOIL EROSION CONTROL

*The site shall have adequate lateral support so as to ensure that there will be no erosion of soil or other material. The final determination as to adequacy of, or need for, lateral support shall be made by the Building Superintendent or City Engineer.*

All erosion and sedimentation measures are under the jurisdiction of Wayne County.

#### Items to be addressed

- Applicant shall work with the building superintendent, City Engineer, and Lincoln Park Department of Public Services to review soil erosion practices as needed.

#### UTILITIES

*Public water and sewer facilities shall be available or shall be provided for by the developer as part of the site development, where such systems are available.*

The site is served by public water and sewer, and the existing utilities and lead for the commercial site are being reused. No new water line or sanitary sewer systems are proposed for the site. Per the City Engineer's review, it is important that the applicant realize that the existing utilities are old and may have reached their life expectancy. It is strongly recommended that the applicant videotape the existing sewer lead to determine its condition prior to performing any new renovation on or around the building. If the service lead needs to be replaced, the City Engineer will need to inspect the installation of the new service.

#### Items to be addressed

- Applicant shall work with the City Engineer to verify the existing water service and sanitary service type, size, and determine the lead capacity for the proposed building use.
- Applicant shall videotape the existing sewer lead to determine its condition prior to performing any new renovation on or around the building.

#### STORMWATER MANAGEMENT

*Appropriate measures shall be taken to ensure that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Provisions shall be made to accommodate stormwater which complements the natural drainage patterns and wetlands, prevent erosion and the formation of dust. Sharing of stormwater facilities with adjacent properties shall be*

encouraged. The use of detention/ retention ponds may be required. Surface water on all paved areas shall be collected at intervals so that it will not obstruct the flow of vehicular or pedestrian traffic or create standing water.

Stormwater management is under the jurisdiction of Wayne County. No new stormwater management system is proposed to the site.

**Items to be addressed**

- *Applicant shall work with the City Engineer to review stormwater management system to determine the appropriate permitting process.*

**LIGHTING**

*Exterior lighting shall be arranged so that it is deflected away from adjacent properties and so that it does not impede the vision of traffic along adjacent streets. Flashing or intermittent lights shall not be permitted.*

No lighting details have been provided. There appears to be one light above the entrance to the building and one light in the rear of the building above the garage doors, neither of which is shielded nor arranged to reflect away from adjoining properties.

1276.06, Required Conditions (NEIGHBORHOOD BUSINESS DISTRICT)	Compliance
All lighting in connection with permitted business uses shall be so arranged as to reflect away from adjoining residence buildings or residentially zoned property, and shall be no greater than ten (10) foot candles at any point upon the lot, and no greater than one (1) foot candle along any lot line.	INQUIRY

**Items to be addressed**

- *Applicant shall provide manufacturer specifications to ensure that lighting is arranged to reflect away from adjacent properties and so that it does not impede the vision of traffic along adjacent streets.*

**NOISE**

*The site has been designed, buildings so arranged, and activities/equipment programmed to minimize the emission of noise, particularly for sites adjacent to residential districts.*

No adverse noise impacts are anticipated from the development.

**Items to be addressed**

*None*

**MECHANICAL EQUIPMENT**

*Mechanical equipment, both roof and ground mounted, shall be screened in accordance with the requirements of this Zoning Code.*

No mechanical equipment is shown on the plans.

#### Items to be addressed

- Applicant shall provide locations and screening methods for mechanical equipment.

#### SIGNS

*The standards of the City's Sign Code are met.*

Signs shall be permitted by the Building Department in accordance with the Lincoln Park Sign Ordinance. Signinformation presented during site Plan Review is for illustrative purposes only.

#### Items to be addressed

- Applicant shall work with the Building Department to ensure signs comply with the Lincoln Park Sign Ordinance.

#### HAZARDOUS MATERIALS OR WASTE

*For businesses utilizing, storing or handling hazardous material such as automobile service and automobile repair stations, dry cleaning plants, metal plating industries, and other industrial uses, documentation of compliance with state and federal requirements shall be provided.*

There is no indication of hazardous substances and polluting materials to be used or stored on-site at the facility.

#### Items to be addressed

*None*

#### SITE DESIGN STANDARDS FOR USES PERMITTED AFTER SPECIAL APPROVAL

*All applicable standards for uses permitted after special approval are met.*

No additional standards are required for this approval.

#### Items to be addressed

*None*

#### OTHER AGENCY REVIEWS

*The applicant has provided documentation of compliance with other appropriate agency review standards, including, but not limited to, the Michigan Department of Natural Resources, Michigan Department of Environmental Quality, Michigan Department of Transportation, Wayne County Drain Commission, Wayne County Health Department, and other federal and state agencies, as applicable.*

#### Items to be addressed

- Applicant to secure all appropriate agency reviews as needed.



- The Lincoln Park Fire Department requests that the door swings in the upper balcony storage area swing in the direction of egress toward the stairs.*
- Pavement replacement may require review by Wayne County Drain Commissioner.*

## VARIANCES

No variances are anticipated in conjunction with this development.

### Items to be addressed

*None*

## RECOMMENDATIONS

### Findings

The proposal is substantially in compliance with §1296.01, Site Plan Review.

### Waivers and Conditions

#### *Waivers*

- Applicant shall request waiver for the provision of the landscape, greenbelt, and 6' solid masonry wall in accordance with sections 1294.28 and 1296.03 (k) of Lincoln Park Zoning Code.

#### *Conditions to be addressed before approval is issued*

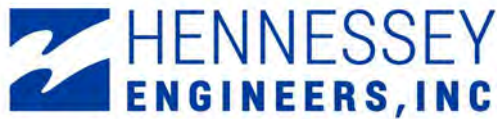
- Scale on site plan notes 1" = 25', while digital measurements suggest that the scale is 1" = 8'. Final plans shall be presented at a scale of 1" = 20'.
- Applicant shall provide building elevations with the proposed building height.
- Applicant shall provide and clearly label building façade elevations, including building material percentages.
- Applicant shall provide location and screening method of roof-top mechanical equipment, if applicable.
- Applicant shall ensure that concrete sidewalks are brought up to City standards.
- Applicant shall provide curb and gutters detailed to scale in accordance with LP Code of Ordinance.
- The existing asphalt parking area shall be brought up to the City's standards.
- Street trees shall be provided
- Applicant shall provide a waste management plan.
- Applicant shall provide an obscuring hedge between parking area and Fort Street.
- Applicant shall provide manufacturer specifications to ensure that lighting is arranged to reflect away from adjacent properties and so that it does not impede the vision of traffic along adjacent streets.
- Applicant shall provide locations and screening methods for mechanical equipment.

#### *Conditions of approval*

- Applicant shall work with the City Engineer to review stormwater management system to determine the appropriate permitting process; appropriate permits shall be secured from the Wayne County Drain Commissioner as needed.
- Applicant shall work with the City Engineer to verify the existing water service and sanitary service type, size, and determine the lead capacity for the proposed building use.
- Applicant shall videotape the existing sewer lead to determine its condition prior to performing any new renovation on or around the building.
- Applicant shall work with the building superintendent, City Engineer, and Lincoln Park Department of Public Services to review soil erosion practices as needed.
- Applicant shall work with the Building Department to ensure signs comply with the Lincoln Park Sign Ordinance.
- Applicant to secure all appropriate agency reviews as needed.
- The Lincoln Park Fire Department requests that the door swings in the upper balcony storage area swing in the direction of egress toward the stairs.
- Pavement replacement may require review by Wayne County Drain Commissioner.

**Recommendations**

None – advisory only



October 2, 2020

Ms. Leah DuMouchel, AICP  
Beckett & Raeder, Inc.  
535 West William St. Suite 101  
Ann Arbor, MI, 48103-4978

**Re: Building Renovation  
3387 Fort Street  
City of Lincoln Park, MI  
Hennessey Project 72135**

Dear Ms. DuMouchel:

Hennessey Engineers, Inc. completed our first review of the plans for the Planning Commission submittal dated September 14, 2020 and received via email from your office.

The project consists of renovations to a commercial building and the south parking lot.

Listed below are some comments which are recommended to be addressed in the Preliminary Plan approval but would not be grounds for a reason for denial from an engineering feasibility standpoint:

**GENERAL**

1. Based on the site plan submitted, the existing utilities and lead for the commercial site are being reused. It is important that the developer realize these existing utilities are old and may have reached their life expectancy. It is our strong recommendation for the developer to at least videotape the existing sewer lead to determine its condition prior to performing any new renovation on or around the building. If the service lead needs to be replaced the installation of the new service will need to be inspected by our office.
2. The developer should verify with the City the existing water service type and size. If the water service is a lead service it will have to be placed. The developer's engineer or architect shall determine the water service lead type and capacity.
3. Overall, the parking lot is in fair to poor condition. There is deteriorated asphalt and alligator cracking in the parking lot area. The parking lot should be resurfaced and brought up to the City's Standards.
4. There is a parking lot north of the building that appears to be a parking lot for this building. Overall, this parking lot is in fair to poor condition. There is deteriorated asphalt and alligator cracking in the parking lot area. The parking lot should be resurfaced and brought up to the City's Standards.

From an engineering feasibility, our office does not have any issues with the approval of the Preliminary Site Plan submittal. Therefore, from the engineering feasibility review it would be our recommendation for the **“approval”** of the Preliminary Site Plan.

If you have any questions, please do not hesitate to contact me.

Sincerely,

**HENNESSEY ENGINEERS, INC**



James D. Hollandsworth, P.E., P.S.  
Lincoln Park Project Manager

JDH/bd

cc: John Kozuh, DPW Director, City of Lincoln Park  
John Meyers, Building Official, City of Lincoln Park  
Laura Gray, Permit Clerk, City of Lincoln Park  
Monserrat Contreras, Permit Clerk, City of Lincoln Park

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## Elizabeth Gunden

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**From:** Robert Wright <RWright@citylp.com>  
**Sent:** Wednesday, October 7, 2020 10:46 AM  
**To:** Elizabeth Gunden  
**Subject:** Re: Site Plan Review Request: 3387 Fort Street

Hi Elizabeth,

The overall plan looks good. We do want the door swings in the upper balcony storage area to swing in the direction of egress toward the stairs.

Sorry for the delay in response.

Bob Wright  
Lieutenant/Fire Inspector  
Lincoln Park Fire Department  
Office (313) 381-1100  
Station (313) 381-1975  
Fax (313) 381-1831  
rwright@citylp.com

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**From:** Elizabeth Gunden <egunden@bria2.com>  
**Sent:** Thursday, September 24, 2020 7:59 AM  
**To:** Fire Chief <FChief@citylp.com>; Irenda Lockhart <ILockhart@citylp.com>; Robert Wright <RWright@citylp.com>; Ray Watters <RWatters@citylp.com>; Krystina Erdos <KErdos@citylp.com>; John Kozuh <JKozuh@citylp.com>; jdhollandsworth@hengineers.com <jdhollandsworth@hengineers.com>  
**Cc:** Idumouchel@bria2.com <Idumouchel@bria2.com>  
**Subject:** Site Plan Review Request: 3387 Fort Street

Good morning –

Please find attached a set of plans for a proposed plumbing contractor establishment at 3387 Fort Street. The current plans are for conceptual review only at this point – the applicant will be coming back with a final site plan following conceptual review. Your comments submitted by reply to this email address by Wednesday, September 30<sup>th</sup> are greatly appreciated.

Thank you!

Liz Gunden  
Project Planner

**Beckett&Raeder, Inc.**

*Making Great Places for over 50 Years*

535 West William St Suite 101  
Ann Arbor, MI 48103  
734.663.2622  
Direct Line: 734.239.6615