



## LINCOLN PARK PLANNING COMMISSION

August 11, 2021 at 7 p.m.

### REMOTE MEETING VIA ZOOM

Call: 1 646 558 8656

Web: [www.zoom.us](http://www.zoom.us)

Meeting ID: 734 663 2622

Participant ID is #

## AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of Previous Minutes
- IV. Approval of Agenda
- V. Old Business
  - A. Site Plan Review: 881 Southfield – Auto Sales
  - B. Public Hearing: 881 Southfield – Auto Sales
  - C. Special Land Use: 881 Southfield – Auto Sales
- VI. New Business
  - A. Site Plan Review: 1516 Southfield – Office & Studio
  - B. Conceptual Review: 471 Southfield – Auto Repair
- VII. Policy Review and Discussion
- VIII. Education and Training (see August Planning Report)
- IX. Reports from Department and Other Boards and Commissions
- X. Public Comments
- XI. Comments from Planning Commissioners
- XII. 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  
COUNTY OF WAYNE, STATE OF MICHIGAN  
PLANNING COMMISSION MEETING OF July 14, 2021

A Planning Commission meeting of July 14, 2021, via Zoom for Lincoln Park, Michigan was called to order at 7:02 p.m. by Mr. Kissel, Commencing with the Pledge of Allegiance.

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

**ABSENT:** Loduca

**EXCUSED:** Graczyk, Briones

**ALSO PRESENT:** Elizabeth Gunden, Emmanuel Kollias, Lillian Ross, Brian Wickersham, Scott Maynard, John Meyers

**APPROVAL OF MINUTES**

Moved by: Persinger to approve the minutes as submitted

Supported by: Duprey

**MOTION CARRIED unanimously**

**APPROVAL OF AGENDA**

Moved by: Horvath to approve the agenda as submitted

**MOTION CARRIED unanimously**

**NEW BUSINESS**

**(A) SITE PLAN REVIEW – 1504 J.A. PAPALAS – MARIJUANA ESTABLISHMENT**

The applicant proposes to retrofit the interior of the existing suite to allow for vertical marijuana operations including retail, cultivation, and processing. It is contemplated to be developed in two phases, with the first being the retail store, comprising of 5,096 sq. ft. The second phase, which includes the cultivation and processing aspects of the vertical license, comprises of 27,693 sq ft. There are no major renovations proposed for the exterior of the building.

The suite sits inside of an existing 106,014 sq. ft. building. The building fronts onto John A. Papalas Drive which intersects Cicotte Ave to the north and Southfield Road to the south. Additionally, the building is visible from I-75 but there is no direct access except from John A. Papalas Drive. The main parking lot is in front of the building off of John A. Papalas Drive., and there is supplemental parking and loading bays in the rear. Existing exterior landscaping includes trees and lawn grass.

Moved that the City of Lincoln Park Planning Commission **approve** the site plan numbered PPC21-0022 proposing a marijuana establishment at 1504 John A. Papalas Drive 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.

Moved by: Persinger

Supported by: Duprey

**MOTION CARRIED unanimously**

**(B) PUBLIC HEARING – 1504 J.A. PAPALAS – MARIJUANA ESTABLISHMENT**

Public Hearing opened at 7:21 p.m.

Seeing no public comment and hearing no public comment.

Public Hearing closed at 7:23 p.m.

**(C) SPECIAL LAND USE: 1504 JOHN A. PAPALAS – MARIJUANA ESTABLISHMENT**

The proposed Special Land Use approval would allow for a marijuana establishment, to include retail, cultivation, and processing. It is contemplated to be developed in two phases, with the first being the retail store, comprising of 5,096 sq. ft. The second phase, which includes the cultivation and processing aspects of the vertical license, comprises of 27,693 sq. ft. The suite sits inside of an existing 106,014 sq. ft. building. The building fronts onto John A. Papalas Drive which intersects Cicotte Ave to the north and Southfield Road to the south. Additionally, the building is visible from I-75 but there is no direct access except from John A. Papalas Drive. The proposed use of a marijuana establishment is permitted within the General Industrial District (GID) after Special Land Use approval under §1286.03 of the Lincoln Park Zoning Code, and subject to §1296.02(QQ).

Moved that the Lincoln Park Planning Commission **grant** Special Land Use **Approval** for a marijuana establishment at 1504 John A. Papalas, as requested in PPC 21-0013, based on an affirmative finding of compliance with the criteria set forth in Section 1262.08 of the Lincoln Park Zoning Code.

Discussion

Moved by: Persinger

Supported by: Duprey

**MOTION CARRIED unanimously**

**(D) SITE PLAN REVIEW – 1005 J.A. PAPALAS – MARIJUANA ESTABLISHMENT**

The proposed project is a marijuana establishment to include a dispensary for medical and recreational marijuana. The proposed use will include office and retail space.

The site is a 3,000 sq. ft. unit in an existing 23,710 sq. ft. building along John A. Papalas Drive. The building sits along John A. Papalas Drive, which borders I-75, and Outer Drive to the north is the nearest intersection. The Ecorse River borders the property to the north as well. The site has an existing parking lot in the front of the building and an existing loading / employee parking area in the rear of the building.

Moved that the City of Lincoln Park Planning Commission **approve** the site plan numbered PPC21-0013, proposing a marijuana establishment at 1005 John A. Papalas Drive 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.

Moved by: Duprey

Supported by: Persinger

MOTION CARRIED unanimously

**(E) PUBLIC HEARING – 1005 J.A. PAPALAS – MARIJUANA ESTABLISHMENT**

Public Hearing opened at 7:41 p.m.

Seeing no public comment and hearing no public comment.

Public Hearing closed at 7:42 p.m.

**(F) SPECIAL LAND USE: 1005 JOHN A. PAPALAS – MARIJUANA ESTABLISHMENT**

The proposed Special Land Use approval would allow for a marijuana establishment, to include a dispensary for medical and recreational marijuana. The site is a 3,000 sq. ft. unit in an existing 23,710 sq. ft. building along John A. Papalas Drive. The building sits along John A. Papalas Drive, which borders I-75, and Outer Drive to the north is the nearest intersection. The Ecorse River borders the property to the north as well. The proposed use of a marijuana establishment is permitted within the General Industrial District (GID) after Special Land Use approval under §1286.03 of the Lincoln Park Zoning Code, and subject to §1296.02(QQ).

Moved that the Lincoln Park Planning Commission grant Special Land Use **Approval** for a marijuana establishment at 1005 John A. Papalas, as requested in PPC 21-0013, based on an affirmative finding of compliance with the criteria set forth in Section 1262.08 of the Lincoln Park Zoning Code.

Discussion

Moved by: Persinger

Supported by: Duprey

**MOTION CARRIED unanimously**

**POLICY REVIEW AND DISCUSSION**

Zoning Text Amendment: E-Commerce

The proposed zoning text amendments include definitions for an “e-commerce” use as well as an “ecommerce establishment.” It is proposed that the use would be permitted by right but limited to 10,000 sq. ft. in both the Neighborhood Business District (NBD) and Municipal Business District (MBD) and permitted by right with no size limitations in the Regional Business District (RBD), Light Industrial District (LID), and General Industrial District (GID). The proposed amendments also parking requirements.

§1260.08 Rules of Construction; Definitions.

E-Commerce: Retail or wholesale sales where the transaction originates on and is completed on the Internet via an individual website or a third-party marketplace. These transactions may include taking orders, closing sales, making purchases, providing customer service, processing and packaging orders, and other similar activities that serve the business’s overall purpose.

E-Commerce Establishment: A building that may contain goods which are warehoused, distributed, and/or retailed at the same location. Products may be purchased in-person onsite or online via the Internet.

**EDUCATION AND TRAINING**

A. Elizabeth Gunden provided a planning report regarding several ongoing items including the introduction of six new bills.

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

Joe Palmer reported that a few buildings are moving forward with the Dangerous Building Board.

**PUBLIC COMMENTS**

**COMMENTS FROM PLANNING COMMISSIONERS**

**ADJOURNMENT**

Moved by: Duprey to adjourn

Supported by: Persinger

**MOTION CARRIED unanimously**

Meeting adjourned at 8:14 p.m.

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MICHAEL HORVATH, Secretary

## 881 Southfield – Auto Sales

### Site Plan Review

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Applicant	Roger Canzano
Project	Auto Sales
Address	881 Southfield Rd. Lincoln Park, MI 48146
Date	August 11, 2021
Request	Site Plan Review

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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

The proposed project adds the use of Auto Sales to an existing Auto Repair Facility. The property is 9,520 sq. ft., which consists of a 5,203 sq. ft. existing one-story building and 4,317 sq. ft. of open space. The proposed Auto Sales occupies the east side of the building, approximately 2,708 sq. ft. The Auto Repair Facility occupies the west section of the building, approximately 2,495 sq. ft.

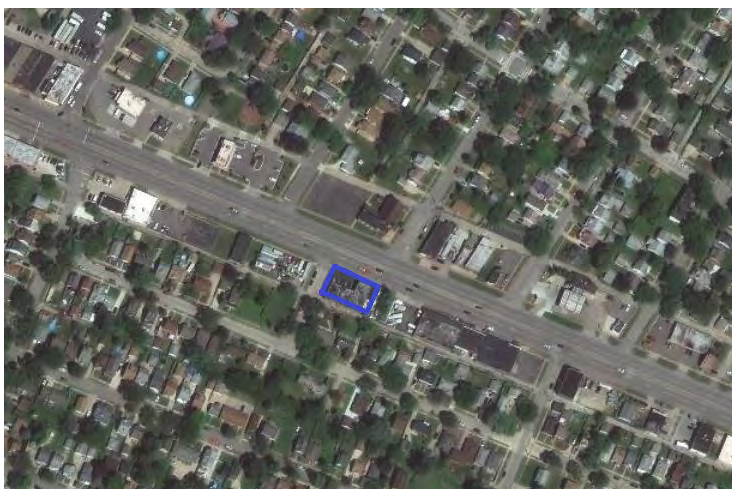


Figure 1: Aerial View

The existing Automotive Repair Station does not meet the standards of 1294.14, which governs Automotive Service Stations, Repair Centers, and Public Garages. This review treats the existing business as legally nonconforming, and it evaluates only the proposed addition of the Sales use. It explicitly does not grant Special Land Use approval to the existing Automotive Repair use.

#### *Site Conditions*

The site is located between Southfield Rd to the north and Wilson Ave to the west. The site is served by a 5 ft. concrete sidewalk along Wilson Ave; however, the sidewalk

discontinues alongside the property at Southfield Rd and starts to appear again on the far east side of the

property. The rear side of the property adjoins a public alley. An outdoor auto display area is proposed in front of the building, and there are proposed customer parking spaces on the east side of building.

**Master Plan**

*Future Land Use Classification*

The future land use classification for the site is General Commercial. The proposed use of Auto Sales and Auto Repair Facility is consistent with the designation.

*Intent; Desirable Uses and Elements*

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.

**Land Use and Zoning**

*Zoning*

The site is zoned Municipal Business District (MBD). The proposed uses of Auto Sales and Auto Repair Facility are permitted after special approval under section 1278.03, listed below.

§1278.03 Uses Permitted After Special Approval

(d) Automotive repair stations, provided any outdoor storage of vehicles is screened in accordance with the standards of Section 1294.28, Screening.

(k) New or used mobile home, excavation equipment, machinery or farm implement sales; new or used motor vehicle or recreational vehicle sales or rentals, including boats, snowmobiles, travel trailers, campers, motor homes, tents and accessory equipment, wherein motor vehicles or recreational vehicles are stored or displayed outside of completely enclosed buildings.



Figure 2: Zoning Map

*Proposed and Existing Uses*

Site	Commercial; Municipal Business District (MBD)
North	R.O.W then Commercial; Municipal Business District (MBD)
East	Commercial; Municipal Business District (MBD)
South	Public Alley then Multiple Family Residential District (MFRD)
West	R.O.W then Commercial;Municipal Business District

**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
01	Site Plan	6/15/2020	6/10/2021
02	Ex. Floor Plan	6/15/2020	6/10/2021
03	Ex. Plumbing Plan	6/15/2020	-
04	Ex. Electrical Plan	6/15/2020	-
05	Ex. Heating Plan	6/15/2020	-
06	Elevations	-	6/10/2021

### Dimensional Standards

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

	Required	Provided	Compliance
<b>Lot Width</b> (§1294.14)	Min. 40 ft.	140 ft.	<b>Met</b>
<b>Street Frontage</b> (§1294.09)	Shrubbery and low retaining walls 2 ½' < height < 8'	Proposed tree at northwest corner of the lot. Proposed height of branches is 5' 6"	<b>Met</b>
<b>Lot Area</b> (§1294.14)	Min. 4,000 sq. ft.	9,520 sq. ft.	<b>Met</b>
<b>Lot Coverage</b>	Max. 50%	Approximately 55%	<b>NOT MET</b>
<b>Height</b>	Two story; 25 ft.	One story; 14 ft.	<b>Met</b>
<b>Setback – Front</b> (§1294.14)	0	49 ft of the building frontage is located on the property line, and 61 ft is located 26 ft from the property line.	<b>Met</b>
<b>Setback – Sides</b> (§1294.14) (§1294.32)	0 ft along Wilson Ave; 0 ft interior property line	42 ft. of the building is located 2 ft. from property line adjoining Willson Ave and 26' is located 61 ft. away; Provided 29 ft. adjoining MBD property	<b>Met</b>
<b>Setback – Rear</b> (§1294.14)	0 adjoining public alley	89 ft. of the building is located on the rear property line.	<b>Met</b>

The proposal exceeds the permitted lot coverage, but it does not increase it. The existing Automotive Repair Station does not meet the standards of 1294.14, which governs Automotive Service Stations, Repair Centers, and Public Garages. This review treats the existing business as legally nonconforming, and it evaluates only the proposed addition of the Sales use. It explicitly does not grant Special Land Use approval to the existing Automotive Repair use.



### Items to be addressed

None



**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'</li> </ul>  <p>Figure 3: The site; Southfield Rd and Wilson Ave corner</p>  <p>Figure 4: Southfield Rd looking East</p>	Met
<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)  <u>Front (facing Southfield): 58% (878 sf / 1525 sf)</u>                      Beveled wood siding over CMU wall: 878 sf                      Shingled roof: 467 sf                      Windows (exempt): 86 sf                      Metal doors: 180 sf                      Total: 1,611 sf  <u>Rear (facing alley): 87% masonry (1,338 sf / 1,543 sf)</u>                      CMU wall: 1,338 sf                      Parapet: 159 sf                      Metal doors: 46 sf                      Total: 1,543 sf  <u>Right (facing Wilson): 81% masonry (785 sf / 965 sf)</u>                      CMU wall: 785 sf                      Shingled roof: 3 sf                      Window (exempt): 15 sf                      Metal doors: 177 sf                      Total: 980 sf  <u>Left (facing east): 99% masonry (927 sf / 931 sf)</u>                      CMU wall: 927 sf                 </li> </ul>	NOT MET

Required	Compliance
<p><i>Shingled roof: 4 sf</i> <i>Total: 931 sf</i></p> <ul style="list-style-type: none"> <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)</li> <li>• Natural colors (bright for decorative features only). <i>Front and West facades are painted in dark grey color; East and Rear facades are painted tan.</i></li> </ul>	
<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</li> </ul>	<b>Met</b>
<ul style="list-style-type: none"> <li>• Windows: vertical, recessed, visually obvious sills</li> <li>• Spaces between windows = columns, mullions, or material found elsewhere on façade</li> <li>• Front facades &gt; 25% windows <i>Southfield Rd: ~5% transparency (86 sf / 1,611 sf); Wilson Ave: ~1.5% (15 sf / 980 sf)</i></li> <li>• Size, shape, orientation, spacing to match buildings within 500'</li> </ul>	<b>NOT MET</b>
<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)</li> </ul>	<b>Met</b>
<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</li> <li>• Roof-top mechanical equipment screened by roof form. <i>No indication of mechanical equipment located on the roof</i></li> </ul>	<b>Met</b>

The building materials and transparency (windows) do not meet the standards but may be preserved so long as the nonconformity is not increased. As the proposal does not include changes to the building façade, the City has historically permitted existing façade conditions to remain.

**Items to be addressed**

*None*

**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 5-ft concrete sidewalk at Wilson Ave followed by an 8-ft asphalt Blvd with few to no curbs. Also, the sidewalk discontinues at the property line at Southfield Rd, and it reappears at the far east side of the property. This existing condition presents a dominant vehicular circulation without consideration for safe pedestrian circulation (see Figure 5). The applicant proposes a 6.5 ft concrete sidewalk along Southfield Rd that connects the Wilson Ave sidewalk with the sidewalk on Southfield Rd to provide a safe pedestrian circulation. Existing conditions show cars parked in the proposed sidewalk area, to be removed. The applicant also proposes to remove the asphalt between the sidewalk and Southfield Rd along entire property frontage and replace with sod; these are addressed under Landscaping, below. There are no bicycle facilities along the ROW or bicycle parking facilities proposed.



*Figure 5: Existing sidewalk and lack thereof; existing cars parked in proposed sidewalk area.*

### Items to be addressed

- Applicant shall ensure that existing and new concrete sidewalks are brought up to City standards.
- Applicant shall provide details and cross sections of the proposed sidewalk at the time of the detailed engineering review.
- Applicant shall ensure that no cars will be parked from the proposed sidewalk to the road.

## 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.*

Use	Required	Proposed	Compliance
Automobile and truck sales, with or without automotive service and/or repair facilities	One (1) for every four hundred (400) square feet of gross floor area of the sales room, plus one (1) for each employee on duty based upon maximum employment shift, plus spaces required for any automotive service and/or repair facilities. <i>Showroom (32' X 66' 4"):</i> $2,123 / 400 = 6$ <i>Employee:</i> 2 employees = 2	6	NOT MET
Automotive service stations	One (1) for each employee, plus one (1) for the owner and/or manager, plus two (2) for each service bay. <i>Employee:</i> included above <i>Manager/Owner</i> = 1 <i>Service bay:</i> $2 \times 2 = 4$		
<i>Total</i>	<i>13 Parking Spaces</i>		

§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
Parking Area Type B §1290.05	Adequate means of ingress and egress shall be provided and shown	Proposed ingress only on Wilson and egress only from west Southfield access point. Ingress and egress provided from east Southfield access point.	Met
	Parking facilities, access drives, and maneuvering aisles shall be hard surfaced with concrete or plant-mixed bituminous material, maintained in a usable dustproof	Outdoor auto display area is covered with asphalt in poor condition that will be replaced with concrete. Parking area on	Met

	Required	Proposed	Compliance
	condition and graded and drained appropriately	east side of building is covered with concrete that is in good condition.	
	Concrete curbs and gutters	Concrete curbs and gutters are indicated between the sidewalks and Southfield Rd and Wilson Ave Only. No curb lines are shown between the sidewalk and display area.	<b>Partially Met</b>
	When adjoining residential property and/or a residential street or alley: 6' solid masonry wall, ornamental on both sides, with bumper guards	Proposed 6-ft solid masonry wall to replace 8-ft chain link fence at the rear of the property.	<b>Met</b>
	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 auto display area is adjoining Southfield Rd and Wilson Ave. The parking area is adjoining the public alley with access from Southfield Rd. There is a proposed 6-ft solid masonry wall that will screen the rear parking area.	<b>Met</b>
	Entrance only from the adjoining principal use or adjoining alley; no use of street for backing or maneuvering	Auto display area configuration plus ingress only from Wilson Ave. and Egress only to Southfield Rd. prevent the use of the street and sidewalk for backing or maneuvering.	<b>Met</b>
	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.	N/A	<b>N/A</b>

The site plan proposes a total of six spaces for the site along with four on-street parking spaces along Wilson Ave. and one on-street parking space along Southfield Rd. Both uses combined require 13 spaces, and the Planning Commission has the power to waive this requirement based on evidence of lower demand. Applicant comment, preferably with supporting data, is requested regarding how the proposed parking configuration will serve new and old customers' parking needs.

**Items to be addressed**

- Applicant shall comment on how the proposed parking configuration will serve new and old customers' parking needs, preferably supported by data related to usage history and sales projections.

- A parking waiver is requested from the Planning Commission to reduce the number of required parking spaces from 13 to 6. Factors for consideration are the size constraints of the site and the availability of on-street parking.
- Applicant shall replace the existing asphalt and bring all parking areas up to City standards.
- Applicant shall provide pavement details and cross-sections at the time of the detailed engineering review.

**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 to 25	1	1 that measures 9’ in width	<b>NOT MET</b>

**Items to be addressed**

- Applicant shall provide the one required barrier-free parking space that is 12’ wide.

**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
5,001 to 20,000	0	Proposed loading area in alley.	<b>Met</b>

**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.

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</li> <li>• If frontage &gt;300' and documented need (ITE), may allow additional access with design restrictions</li> <li>• If frontage &gt;600', max of 3 drives may be allowed; one with design restrictions</li> </ul>	<ul style="list-style-type: none"> <li>• One single-way and one two-way driveway on Southfield Rd.</li> <li>• Two-way: proposed to increase from 14' to 28'; One-way: existing width is 32'; Sidewalk proposed to be continued/maintained</li> <li>• 10 ft radii</li> <li>• Two access points from Southfield Rd. and one from Wilson Ave.</li> <li>• Not Applicable</li> <li>• Not Applicable</li> </ul>	<p>NOT MET</p> <p>Partially Met</p> <p>NOT MET NOT MET</p> <p>N/A</p> <p>N/A</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>Not Applicable</p>	<p>N/A</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>Proposed tree at northwest corner of the lot. Proposed height of branches is 5' 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>
<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 = 150' driveway spacing</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</li> </ul>	<ul style="list-style-type: none"> <li>• Driveway spacing on Southfield Rd is ~26 ft.</li> <li>• Not Applicable</li> <li>• Not Applicable</li> </ul>	<p>NOT MET</p> <p>N/A</p> <p>N/A</p>

Required	Provided	Compliance
Planning Commission where they will reduce congestion and accident potential		

The driveways as proposed do not meet the standards for width, radius, or number. The driveways are existing, however, and there is work proposed on the eastern Southfield driveway which will bring it into compliance. Because the project is redeveloping an existing site, the Planning Commission has the authority to apply the standards to the maximum extent possible if it determines that compliance with all the standards of this section is unreasonable.

(4) For expansion and/or redevelopment of existing sites where the Planning Commission determines that compliance with all the standards of this section is unreasonable, the standards shall be applied to the maximum extent possible. In such situations, suitable alternatives which substantially achieve the purpose of this section may be accepted by the Planning Commission, provided that the applicant demonstrates that all of the following apply:

- A. The size of the parcel is insufficient to meet the dimensional standards.
- B. The spacing of existing, adjacent driveways or environmental constraints prohibit adherence to the access standards at a reasonable cost.
- C. The use will generate less than five hundred (500) total vehicle trips per day or less than seventy-five (75) total vehicle trips in the peak hour of travel on the adjacent street, based on rates developed by the Institute of Transportation Engineers (ITE).
- D. There is no other reasonable means of access.

**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 vehicles may access the building via Southfield Rd. or Wilson Ave. The Lincoln Park Police Department has reviewed this plan and indicates 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	Proposed 9.5-ft. greenbelt between Southfield Rd. and sidewalk, and proposed 8-ft. greenbelt between Wilson Ave. and sidewalk.	Met with waiver
	1 tree and 4 shrubs per 40' of street frontage <i>Southfield Rd:</i> <i>140 ft. (Southfield Rd.) + 68 ft. (Wilson Ave.) = 208 ft. street frontage = 5 trees and 21 shrubs</i> <i>30% redevelopment standard = 1.5 trees and 6 shrubs</i>	2 proposed trees on Southfield. No shrubs provided.	Partially Met
	Where headlights from parked vehicles will shine into the ROW, may require a totally obscuring hedge	Not applicable	N/A
Interior Landscaping	10% of total lot area landscaped, including groundcover <i>(9,520 sf * 0.1) = 952 sf landscaping</i> <i>30% redevelopment standard = 268 sf</i>	997 sf landscaping proposed in proposed spaces between street ROW and sidewalks.	Met
	Interior landscaping to be grouped near entrances, foundations, walkways, service areas	Proposed trees grouped along sidewalk.	Met
	1 tree per 400 sf of required landscaping and 1 shrub per 250 sf of required landscaping <i>952 sf = 3 trees and 4 shrubs</i> <i>30% redevelopment standard = 268 sf = 0 trees and 1 shrub</i>	1 of 2 proposed trees on Wilson count toward interior landscaping requirements. No shrubs provided.	Partially Met
Parking Lot	1 deciduous or ornamental tree per 10 parking spaces <i>6 spaces (parking area) + 4 (auto display area) = 10 spaces = 1 tree</i>	1 of 2 proposed trees on Wilson count toward parking lot landscaping requirements.	Met
	100 sf of planting area per tree		
Screening	Waste receptacle: Decorative masonry wall of at least 6' with solid or impervious gate	Applicant proposes indoor rollout dumpster.	N/A

	Required	Proposed	Compliance
	Abutting residential: greenbelt, 15' with 5' evergreens (PC may waive); solid 6' masonry wall ornamental on both sides	Proposed 6-ft solid masonry wall to replace 8-ft chain link fence at the rear of the property.	Met

The applicant only needs to meet 30% of the landscaping requirements for the redevelopment of an existing site. The four proposed trees meet the 30% redevelopment standard; however there does not appear to be sufficient space to add the required shrubs as well.

**Items to be addressed**

- *A waiver is requested from the Planning Commission for relief from the 10-ft. required greenbelt width (9.5 ft. and 8 ft.) and shrub landscaping requirements for street and interior landscaping. The required number of street trees have been provided (4) and the site size and existing site features prevent the provision of the 7 required shrubs as well.*

**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 comply with soil erosion control standards.*

**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. No new water line or sanitary sewer systems are proposed for the site. Engineering comments state that if the existing sanitary sewer is going to be reused, the architect should verify that the existing sanitary service is adequate to handle the required flows for the building’s use. If it is being reused, it is important that the developer realize this existing sanitary service is old and may have reached its life expectancy. It is highly recommended that the existing sanitary sewer service be videotaped to determine the condition of the service lead. If the existing water service is being reused, it is important that the developer realize this existing water service is also old and may have reached its life expectancy. The DPW Department confirmed that the existing service is not a lead-type service. The design professional must verify the existing water service type, size, and lead capacity and should verify that the existing service is adequate to handle the required flows.

**Items to be addressed**

- *The applicant shall verify that the existing sanitary service is adequate to handle the required flows for the building's use.*
- *It is highly recommended that the existing sanitary service be videotaped to determine the condition of the service lead.*
- *Applicant shall verify the existing water service type, size, and lead capacity and shall verify that the existing service is adequate to handle the required flows.*

### 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 on the site.

#### Items to be addressed

- *Applicant shall work with the City Engineer to review stormwater 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.*

The site is served by an existing light pole located on the corner of Southfield Rd and Wilson Ave. The Site Plan, sheet 01 and Elevations, sheet 06 indicate two outdoor light fixtures with shields, one on the left side elevation facing the auto display area and one on the left side elevation facing the Wilson Ave. The existing lighting appears to be shielded and downward facing.

#### Items to be addressed

*None*

### 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 indication of 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 visible from the right-of-way.

### 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 proposed use is expected to generate some quantity of hazardous materials or waste. Sheet 01 Site Plan notes that the applicant will provide primary and secondary containers inside the building for the storage of removed vehicle fluids. Applicant shall provide documentation of compliance with State and Federal standards for storage, use, handling, and disposal.

### Items to be addressed

- Applicant shall provide documentation of compliance with State and Federal standards for storage, use, handling, and disposal of hazardous materials and waste.*

## SITE DESIGN STANDARDS FOR USES PERMITTED AFTER SPECIAL APPROVAL

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

As noted above, this review addresses the additional use and treats the existing auto repair use as legally nonconforming. There are no specific standards for Auto Sales.

### 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.*

Southfield Road is under the jurisdiction of Wayne County. All work within the right-of-way shall be approved by the Wayne County Road Commission.

### Items to be addressed

- Work in the Southfield Road right of way requires a permit from the Wayne County Road Commission.*
- Applicant to secure all appropriate agency reviews as needed.*

## VARIANCES

No variances are anticipated from this proposal.

### Items to be addressed

*None*

## RECOMMENDATIONS

### Findings

The information submitted with this proposal is substantially in compliance with §1296.01, Site Plan Review. The most pressing item of consideration before the Planning Commission is the proposed parking arrangement and whether what is proposed will be sufficient. The applicant has gone through several iterations of the site plan, and has come up with what appears to be the best possible solution given the size and layout constraints of the existing site. However, even in the best possible case, less than half of the required parking spaces have been provided. The applicant is requested to provide comment, preferably supported by usage data, which offer sufficient justification for the Planning Commission to grant such a substantial waiver.

### Conditions and Waivers

#### Waivers

- A parking waiver is requested from the Planning Commission to reduce the number of required parking spaces from 13 to 6. Factors for consideration are the size constraints of the site and the availability of on-street parking.*
- A waiver is requested from the Planning Commission for relief from the 10-ft. required greenbelt width (9.5 ft. and 8 ft.) and shrub landscaping requirements for street and interior landscaping. The required number of street trees have been provided (4) and the site size and existing site features prevent the provision of the 7 required shrubs as well.*

Conditions to be Addressed Before Approval Letter is Issued

- Applicant shall comment on how the proposed parking configuration will serve new and old customers' parking needs, preferably supported by data related to usage history and sales projections.
- Applicant shall provide the one required barrier-free parking space that is 12' wide.

Conditions of Approval

- Applicant shall ensure that existing and new concrete sidewalks are brought up to City standards.
- Applicant shall provide details and cross sections of the proposed sidewalk at the time of the detailed engineering review.
- Applicant shall ensure that no cars will be parked from the proposed sidewalk to the road.
- Applicant shall replace the existing asphalt and bring all parking areas up to City standards.
- Applicant shall provide pavement details and cross-sections at the time of the detailed engineering review.
- The applicant shall verify that the existing sanitary service is adequate to handle the required flows for the building's use.
- It is highly recommended that the existing sanitary service be videotaped to determine the condition of the service lead.
- Applicant shall verify the existing water service type, size, and lead capacity and shall verify that the existing service is adequate to handle the required flows.
- Applicant shall work with the City Engineer to review stormwater system to determine the appropriate permitting process.
- Applicant shall work with the Building Department to ensure signs comply with the Lincoln Park Sign Ordinance.
- Applicant shall provide documentation of compliance with State and Federal standards for storage, use, handling, and disposal of hazardous materials and waste.
- Work in the Southfield Road right of way requires a permit from the Wayne County Road Commission.
- Applicant to secure all appropriate agency reviews as needed.

**Proposed Motion**

I move that the City of Lincoln Park Planning Commission **approve** the site plan numbered PI 20-003 proposing auto sales at 881 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.

## 881 Southfield – Auto Sales Special Land Use Review

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Applicant	Roger Canzano
Project	Auto Sales
Address	881 Southfield Rd. Lincoln Park, MI 48146
Date	August 11, 2021
Request	Special Land Use Approval

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### REQUEST

The applicant proposes to obtain Special Land Use approval to add an auto sales use to an existing auto repair facility. The property is 9,520 sq ft, which consists of a 5,203 sq ft existing one-story building and 4,317 sq ft of open space. The proposed auto sales occupies the east side of the building, approximately 2,708 sq ft. The auto repair facility occupies the west section of the building, approximately 2,495 sq ft. The proposed use of used motor vehicle sales is permitted within the Municipal Business District (MBD) after Special Land Use Approval under section 1278.03 of the Lincoln Park Zoning Code, and subject to section 1294.14.

The property is legally described as:

FE125A2—129A W ½ LOT 125. ALSO LOTS 126 TO 129 INCL EXC NLY 54 FT THEREOF EMPIRE POINT SUB PC 85 L33 P44 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;

*The proposal will improve landscaping and screening on the site, protecting residential properties on the other side of the alley; and it is compatible with adjacent commercial uses.*

*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 proposal will improve landscaping, screening, and access on 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;

*The proposal does nothing to protect the natural environment; however, it does provide landscaping on the site where there was previously none.*

*This condition is PARTIALLY 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



*There are no specific standards for auto sales.*

*This condition is 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 auto sales at 881 Southfield Road, as requested in PI 20-003, based on an affirmative finding of compliance with the criteria set forth in Section 1262.08 of the Lincoln Park Zoning Code.

**CITY MOTOR WORKS**  
**881 SOUTHFIELD RD**  
**LINCOLN PARK, MI**  
**48146**

**SHEET TITLE**  
**PROJECT NAME**  
 ADD USED CAR SALES TO  
 EXISTING AUTO REPAIR  
**SITE PLAN**



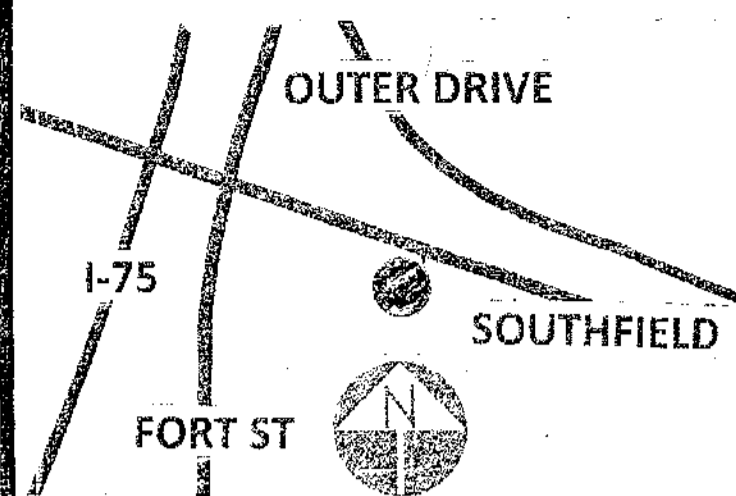
SCALE 1" = 10 FT

**CURRENT OWNER**  
 HEBRON HOLDINGS, LLC  
 881 SOUTHFIELD RD  
 LINCOLN PARK, MI 48146

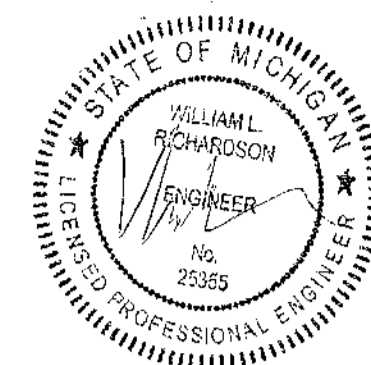
**PARCEL ID**

45008050125003

**LOCATION MAP**



**LEGAL DESCRIPTION**  
 FE129A2--129A W 1/2 LOT 125  
 ALSO LOTS 126 TO 129 INCL EXC  
 NLY 54 FT THEREOF EMPIRE POINT  
 SUB PC 85 L33 P44 WCR  
 ACRES= 0.24859



**APPLICABLE CODES**

2015 MICHIGAN PLUMBING CODE  
 ANSI 117.1-2003 ACCESSIBILITY  
 2015 MICHIGAN ENERGY CODE  
 ASHREA 90.1-2007  
 2012 INTERNATIONAL FIRE CODE  
 2015 MICHIGAN BUILDING CODE  
 2015 MICHIGAN MECHANICAL CODE  
 2017 NATIONAL ELECTRIC CODE

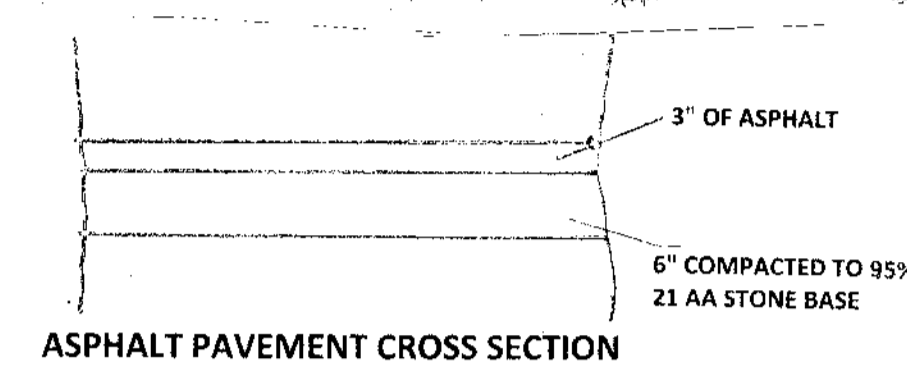
**WORK SCOPE**

- \*\*\* RELINE PARKING SPACES IN FRONT OF BUILDING
- \*\*\* CREATE AUTO DISPLAY SPACES OUTSIDE IN FRONT
- \*\*\* ELIMINATE DISPLAY SPACES INSIDE
- \*\*\* PLANT DECIDUOUS TREES ALONG SOUTHFIELD & WILSON
- \*\*\* ADD B.F. PARKING SIGN AT B.F. SPACE
- \*\*\* BRING SIDEWALKS UP TO CITY STANDARDS WHERE NECESSARY
- \*\*\* PROVIDE NO PARKING ON SIDEWALKS
- \*\*\* REPLACE EXISTING ASPHALT AND BRING ALL PARKING AREAS UP TO CITY STANDARDS
- \*\*\* STEEL ROLLUP DOOR IN FRONT WILL NOT BE CLOSED OFF
- \*\*\* REMOVE CHAIN-LINK FENCE AT REAR AND REPLACE WITH 6 FT HIGH MASONRY WALL, DECORATIVE ON BOTH SIDES
- \*\*\* REMOVE EXISTING FENCE AT NORTHEAST CORNER OF PROPERTY
- \*\*\* BRING IN STEEL ROLL-OUT DUMPSTER
- \*\*\* PROVIDE INSIDE OF BUILDING CONTAINERS FOR THE STORAGE OF FLUIDS REMOVED FROM VEHICLES AS WELL AS A 2NDARY CONTAINER IN THE EVENT THE PRIMARY CONTAINERS LEAK. CONTAINER CONTENTS TO BE DISPOSED BY A LICENSED ENTITY AUTHORIZED TO DISPOSE OF SUCH MATERIALS

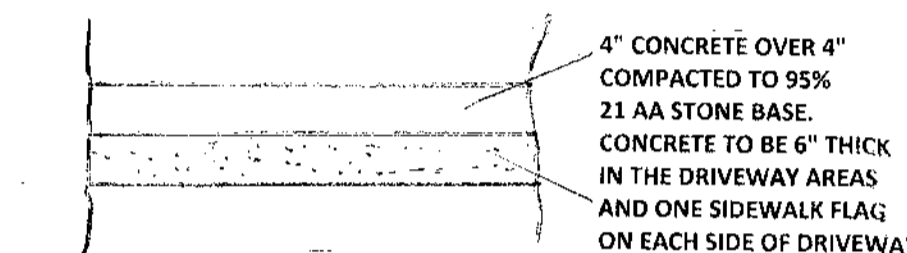
**SITE INFORMATION**

- \*\*\* SITE SIZE 9,520 SQ FT
- \*\*\* BUILDING SIZE 5203 SQ FT
- \*\*\* CURRENT ZONING MUNICIPAL BUSINESS DISTRICT
- \*\*\* CURRENT USE AUTO REPAIR
- \*\*\* PROPOSED USE USED AUTO SALES
- \*\*\* USE GROUP BUSINESS GROUP B
- \*\*\* CONSTRUCTION TYPE III B
- \*\* CUSTOMER PARKING REQUIRED 650 SQ FT
- \*\* CUSTOMER PARKING PROVIDED 2,625 SQ FT AREA ( WELL LIT )

**NOTE:**  
 THERE WILL BE NO INDOOR PARKING  
 OF DISPLAY VEHICLES

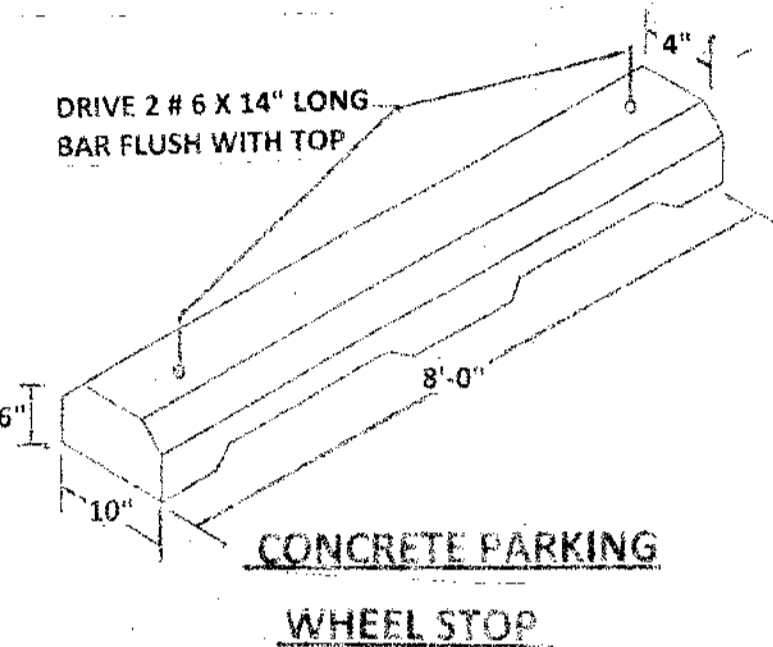


ASPHALT PAVEMENT CROSS SECTION

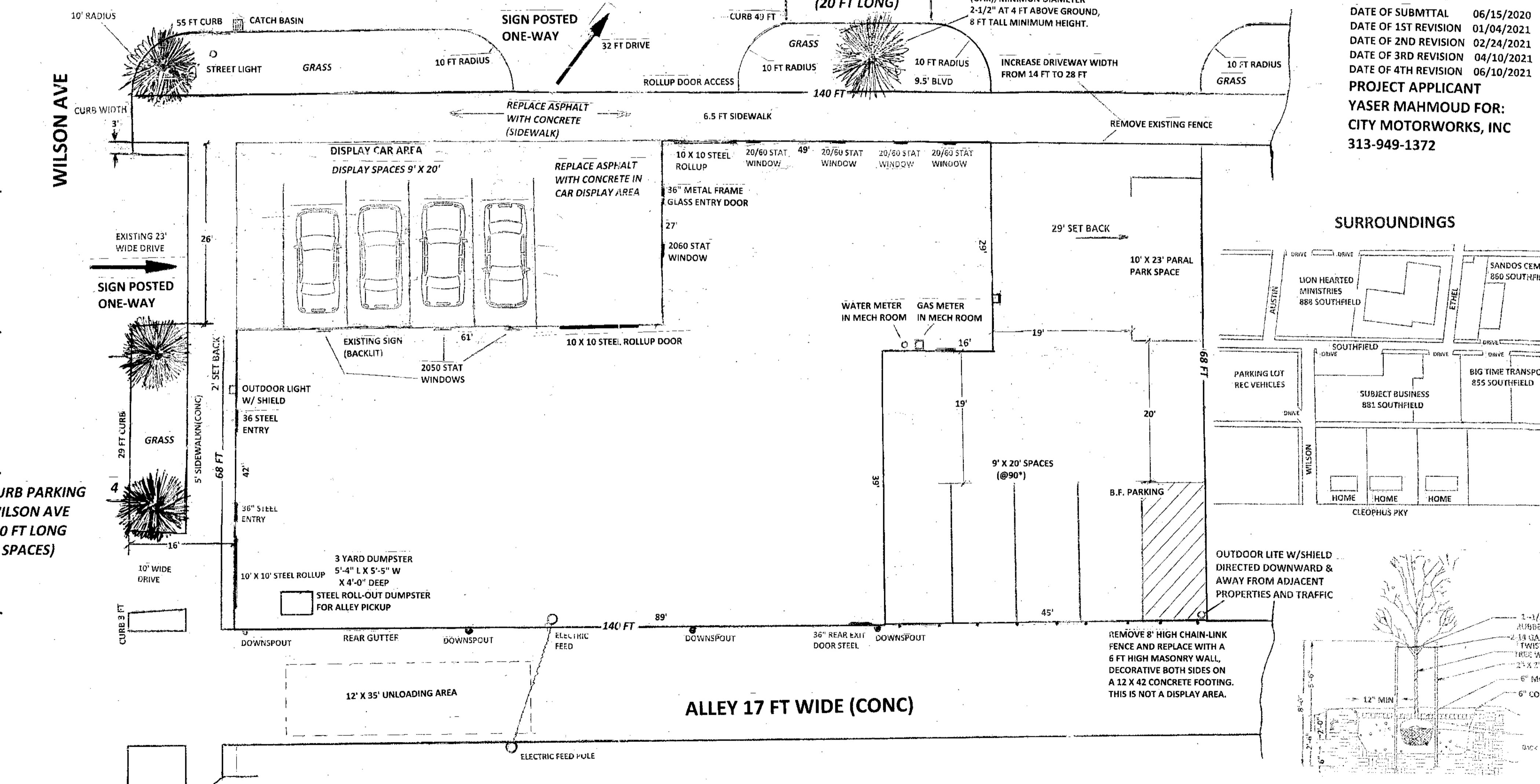


CONCRETE SIDEWALK CROSS SECTION

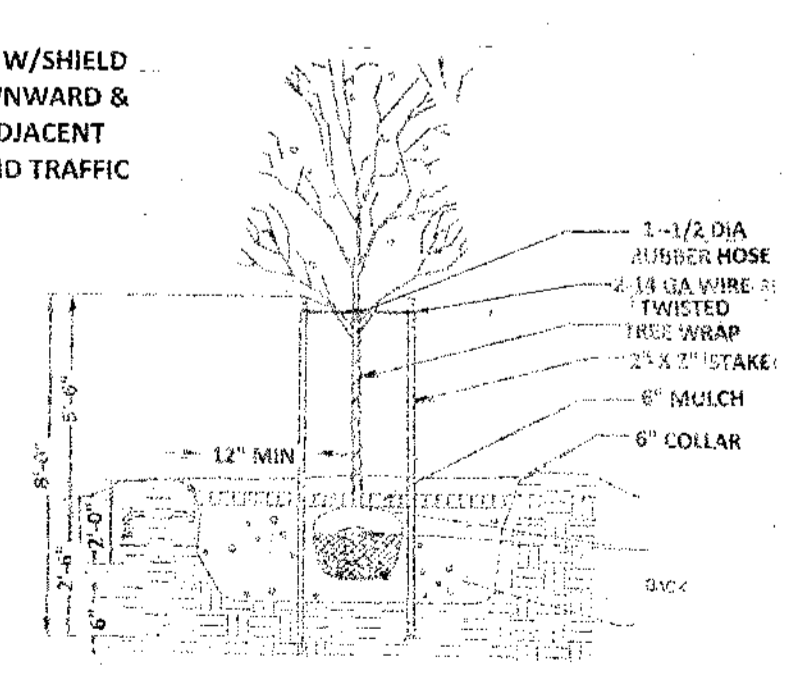
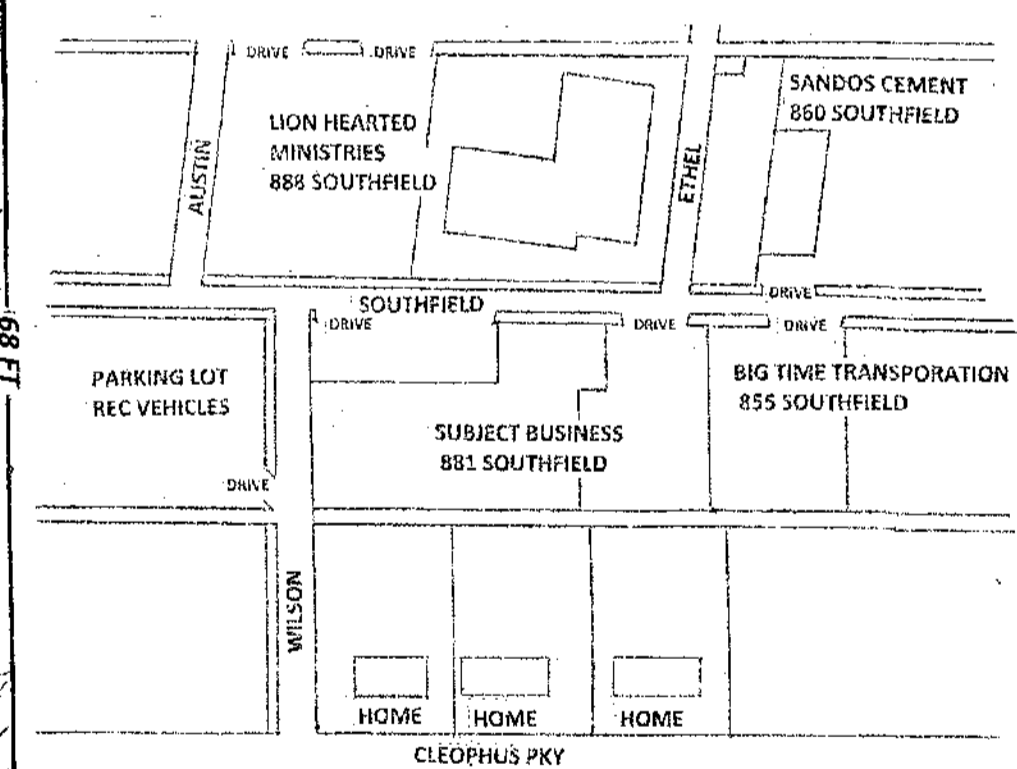
DATE OF SUBMITAL 06/15/2020  
 DATE OF 1ST REVISION 01/04/2021  
 DATE OF 2ND REVISION 02/24/2021  
 DATE OF 3RD REVISION 04/10/2021  
 DATE OF 4TH REVISION 06/10/2021  
**PROJECT APPLICANT**  
**YASER MAHMOUD FOR:**  
**CITY MOTORWORKS, INC**  
**313-949-1372**



CONCRETE PARKING  
 WHEEL STOP



**SURROUNDINGS**



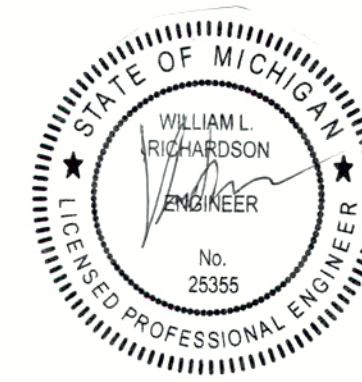
Deciduous Tree Planting

**CITY MOTOR WORKS**  
**881 SOUTHFIELD RD**  
**LINCOLN PARK, MI**  
**48146**

**SHEET TITLE**

**EX FLOOR PLAN**

SCALE 1" = 6 FT



**APPLICABLE CODES**

2015 MICHIGAN PLUMBING CODE  
 ANSI 117.1-2003 ACCESSIBILITY  
 2015 MICHIGAN ENERGY CODE  
 ASHREA 90.1-2007  
 2012 INTERNATIONAL FIRE CODE  
 2015 MICHIGAN BUILDING CODE  
 2015 MICHIGAN MECHANICAL CODE  
 2017 NATIONAL ELECTRIC CODE

DATE OF SUBMITTAL 06/15/2020  
 DATE OF 1ST REVISION \_\_\_\_\_  
 DATE OF 2ND REVISION \_\_\_\_\_

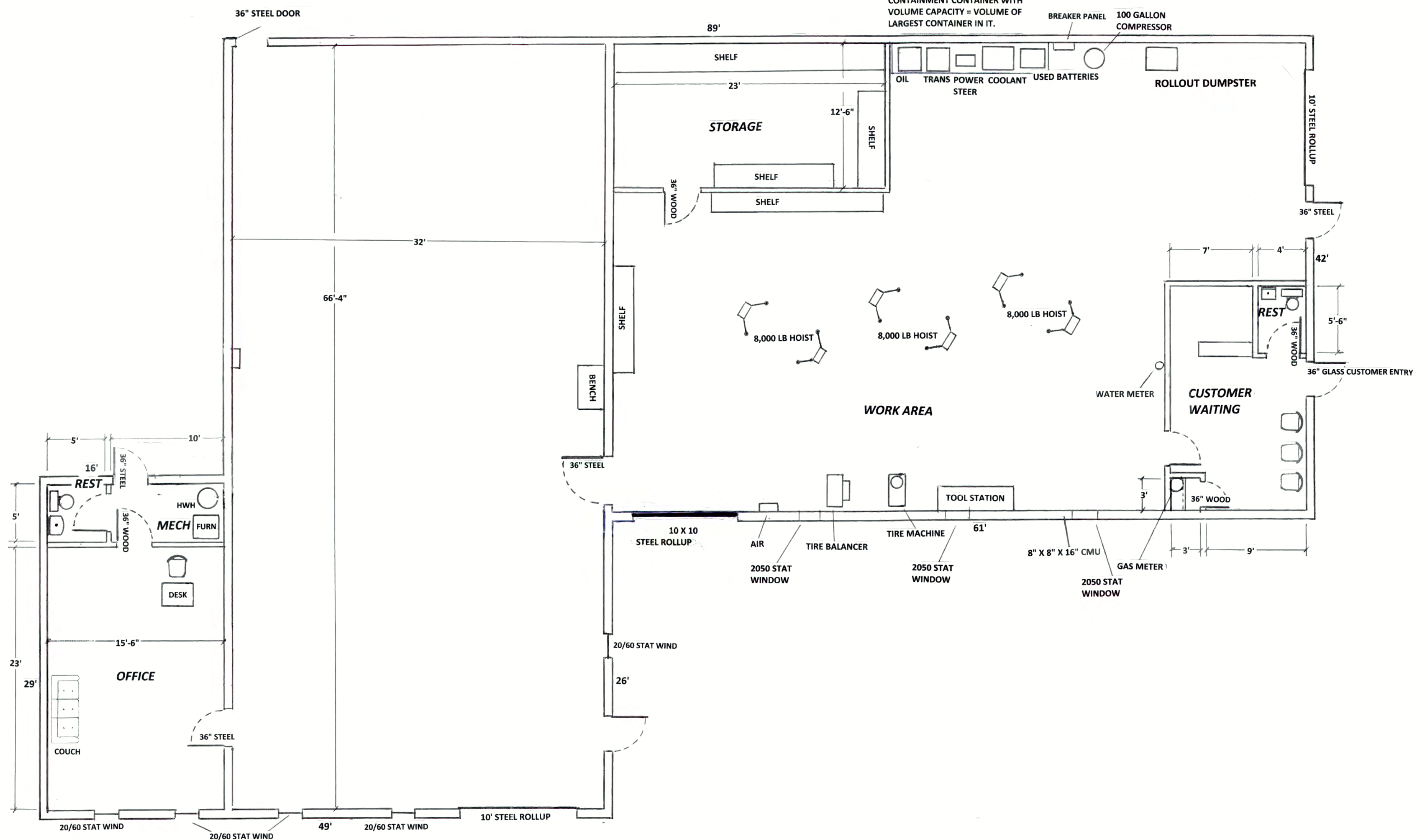
**ROOM FINISH SCHEDULE**

ROOM	FLOOR	WALLS	CEILING
RESTROOM 1	CERAMIC	PAINT/DRYWALL	2' X 4' CEIL TILE
MECH ROOM	CERAMIC	PAINT/DRYWALL	2' X 4' CEIL TILE
OFFICE	CERAMIC	PAINT/DRYWALL	2' X 4' CEIL TILE
STORAGE	CONCRETE	PAINT/BLOCK	PAINT DRYWALL
WORK AREA	CONCRETE	PAINT/BLOCK	OPEN TO ROOF
RESTROOM 2	CERAMIC	PAINT/DRYWALL	PAINT/DRYWALL
CUSTOMER WAIT	CERAMIC	PAINT/DRYWALL	2' X 4' CEIL TILE

**OCCUPANCY LOAD**

OFFICE	345/100	=	3
SHOWROOM	2,174/300	=	7
STORAGE	312/200	=	1
WORK AREA	1,922/300	=	6
CUST SALES	185/25	=	7
TOTAL			= 24

**NOTE:**  
 USED FLUIDS STORAGE CONTAINERS TO BE LABELED "USED" AND AS TO THEIR CONTENTS. CONTAINERS TO BE PLACED IN A SECONDARY FLUID CONTAINMENT CONTAINER WITH VOLUME CAPACITY = VOLUME OF LARGEST CONTAINER IN IT.



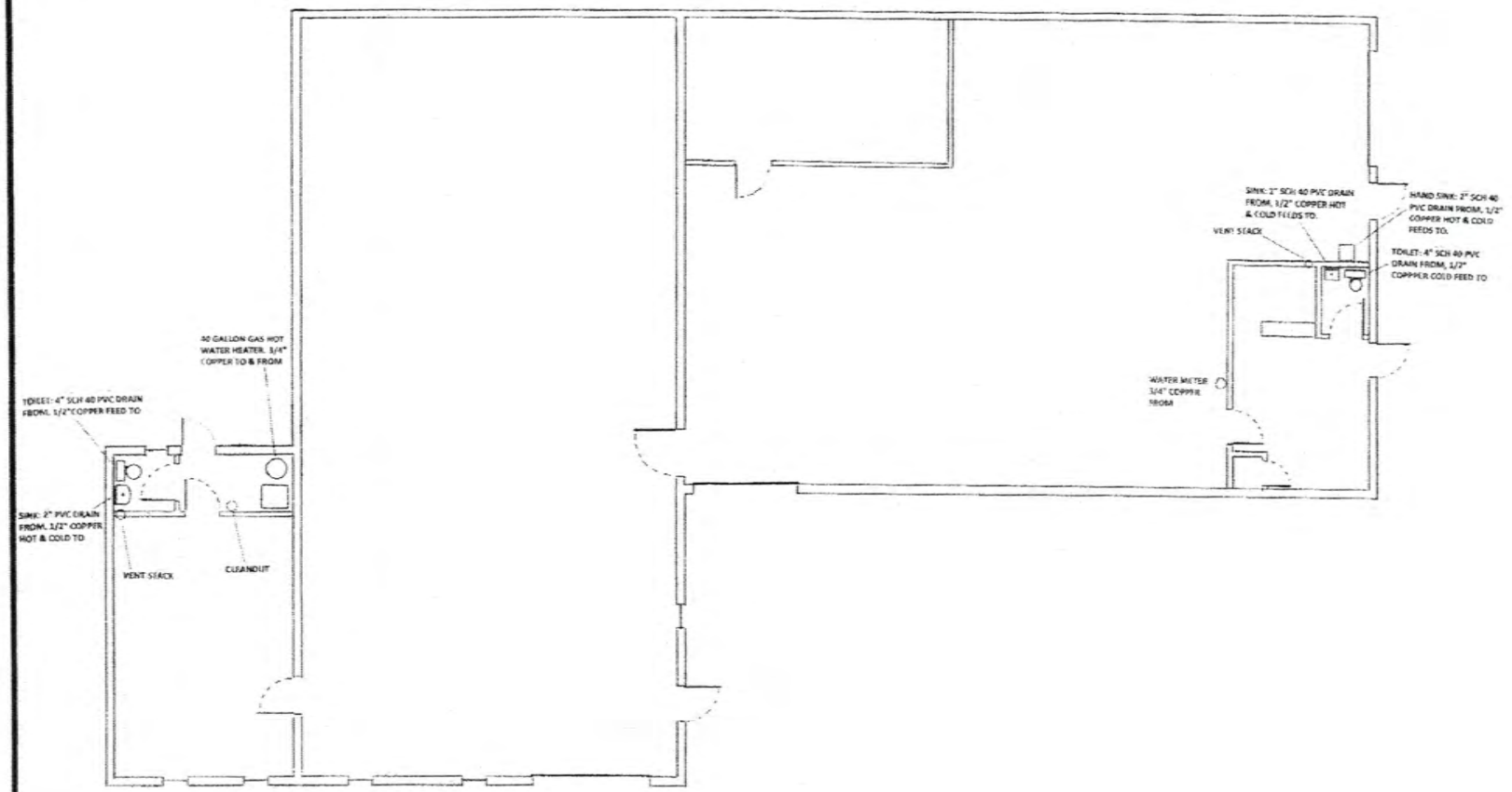
CITY MOTOR WORKS  
881 SOUTHFIELD RD  
LINCOLN PARK, MI  
48146

SHEET TITLE  
**EX PLUMBING PLAN**

SCALE 1" = 6 FT



APPLICABLE CODES  
2015 MICHIGAN PLUMBING CODE  
ANSI A117.1-2003 ACCESSIBILITY  
2015 MICHIGAN EMERGENCY CODE  
ASPPFA 90.1-2007  
2012 INTERNATIONAL FIRE CODE  
2015 MICHIGAN BUILDING CODE  
2015 MICHIGAN MECHANICAL CODE  
2017 NATIONAL ELECTRIC CODE



CITY MOTOR WORKS  
 881 SOUTHFIELD RD  
 LINCOLN PARK, MI  
 48146

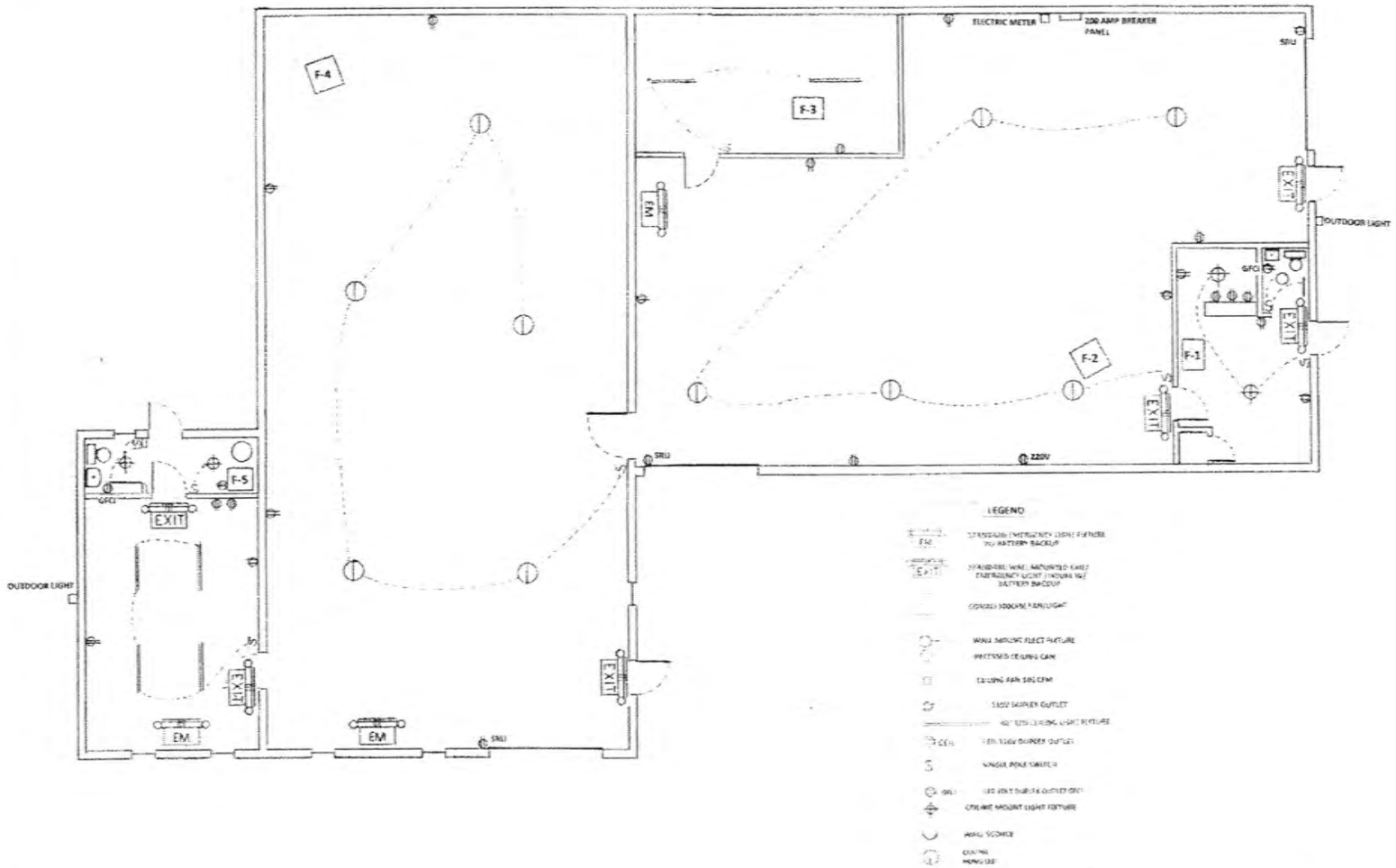
SHEET TITLE  
 EX ELECTRICAL PLAN

SCALE 1" = 6 FT



APPLICABLE CODES

2005 MICHIGAN PLUMBING CODE  
 ANSI 117.2 2003 ACCESSIBILITY  
 2015 MICHIGAN ENERGY CODE  
 ASHRAE 90.1-2007  
 2013 INTERNATIONAL FIRE CODE  
 2015 MICHIGAN BUILDING CODE  
 2015 MICHIGAN MECHANICAL CODE  
 2017 NATIONAL ELECTRIC CODE



**CITY MOTOR WORKS**  
**881 SOUTHFIELD RD**  
**LINCOLN PARK, MI**  
**48146**

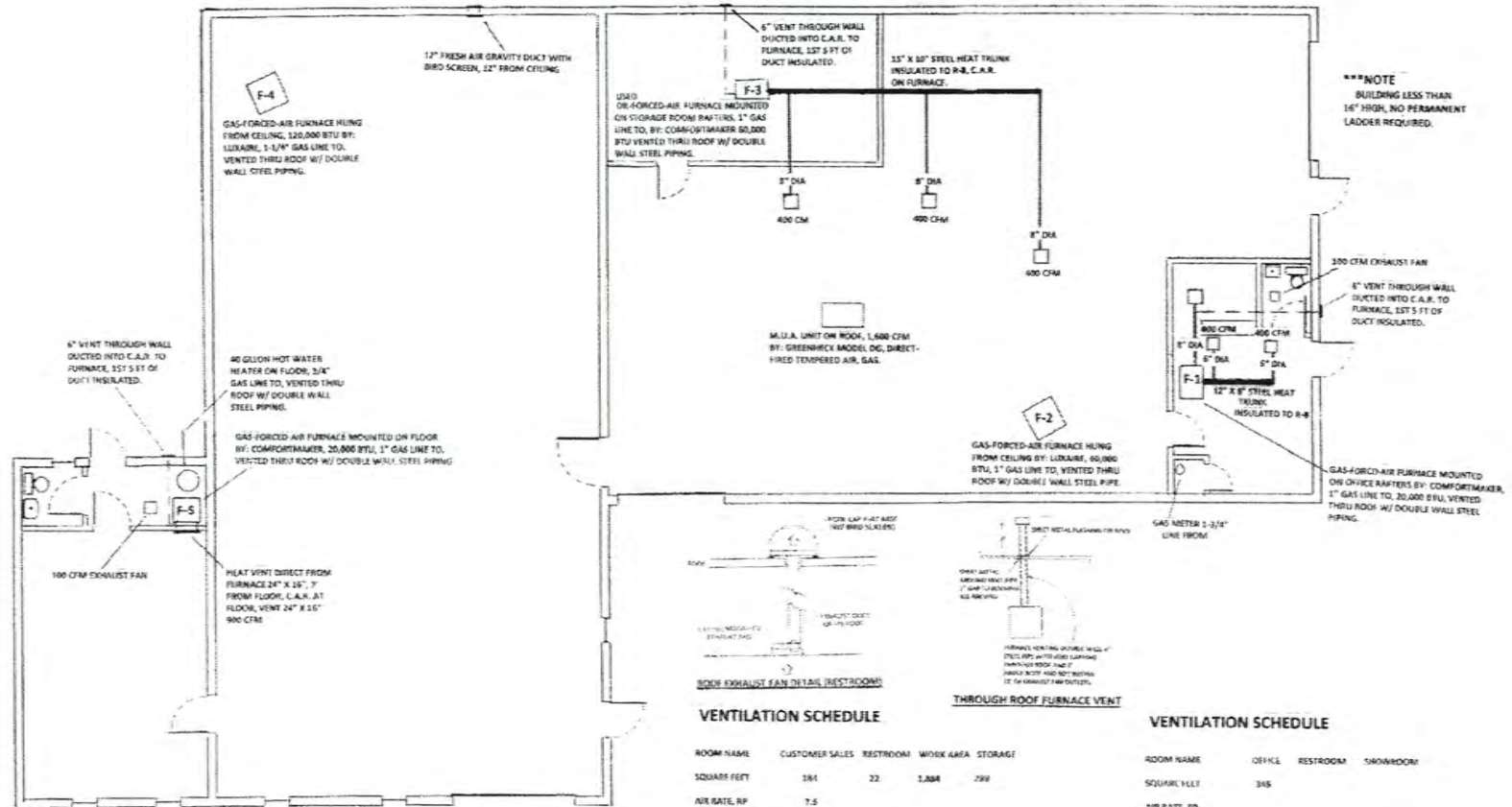
**SHEET TITLE**  
**EX HEATING PLAN**

SCALE 1" = 6 FT



**APPLICABLE CODES**

- 2015 MICHIGAN PLUMBING CODE
- ANSI 117.1 EGGS ACCESSIBILITY
- 2015 MICHIGAN ENERGY CODE
- ASHRAE 90.1-2007
- 2012 INTERNATIONAL FIRE CODE
- 2015 MICHIGAN BUILDING CODE
- 2015 MICHIGAN MECHANICAL CODE
- 2011 NATIONAL ELECTRIC CODE



\*\*\*NOTE  
 BUILDING LESS THAN  
 16' HIGH, NO PERMANENT  
 LADDER REQUIRED.



**VENTILATION SCHEDULE**

ROOM NAME	CUSTOMER SALES	RESTROOM	WORK AREA	STORAGE
SQUARE FEET	181	22	1,884	299
AIR RATE, RP (CFM/PERSON)	7.5			
OUTDOOR AIR RATE RA (CFM/SQ FT)	0.17		0.75CFM/5F 0.12	
RP X # PEOPLE + RA X SQ FT (CFM)	134			
CORRECTED CFM (X1,000 FT2)	168			
OCCUPANT DENSITY (X1,000 FT2)	35			
EXHAUST AIR	75			
- CFM	75			
- B FIK	1			
- CFM	100			
SYSTEM	F-1	F-5	F-2/F-3	
TOTAL CFM F-1 = 168	TOTAL CFM F-2/F-3 = 1,809			

**VENTILATION SCHEDULE**

ROOM NAME	OFFICE	RESTROOM	SHOWROOM
SQUARE FEET	345		
AIR RATE, RP (CFM/PERSON)	5		
OUTDOOR AIR RATE RA (CFM/SQ FT)	0.6		PROVIDE 12" GRAVITY VENT
RP X # PEOPLE + RA X SQ FT (CFM)	45		
CORRECTED CFM (X1,000 FT2)	57		
OCCUPANT DENSITY (X1,000 FT2)	5		
EXHAUST AIR	75		
- CFM	75		
- B FIK	1		
- CFM	100		
SYSTEM	F-5		
TOTAL CFM F-5 = 57			

**FURNACE SCHEDULE**

TAG	TOTAL INPUT BTU/H	CFM	E.S.P. (IN)	WEIGHT (LBS)	FAN DATA: R.P. / V.P.H.	MOTOR DATA: H.P. / DRIVE TYPE	MANUFACTURER	REMARKS
F-1	20,000	800	0.5	128	1 120/71	DIRECT	COMFORTMAKER	1,2,3,4
F-2	50,000	1,200	0.5	199	4 120/71	DIRECT	LUXAIRE	1,2,3,4
F-3	60,000	1,200	0.5	225	1 120/71	DIRECT	COMFORTMAKER	1,2,3,4
F-4	120,000	1,600	0.5	216	8 120/71	DIRECT	LUXAIRE	1,2,3,4
F-5	35,000	900	0.5	186	1 120/71	DIRECT	COMFORTMAKER	1,2,3,4

**EXHAUST FAN SCHEDULE**

TAG	CFM	STATIC PRESS. (IN WC)	FAN DATA: TYP. / SUPM.	MOTOR DATA: VOLT / PH / HZ / KW/TYS / HP.	WEIGHT	MANUFACTURER	REMARKS
EF-1	100	0.4	CE/FR	1,150 / 115 / 1 / 60 / 90	-	BY OWNER	1,3
EF-2	100	0.4	CE/FR	1,100 / 115 / 1 / 60 / 90	-	BY OWNER	1,3

CITY MOTOR WORKS  
 881 SOUTHFIELD RD  
 LINCOLN PARK, MI  
 48146

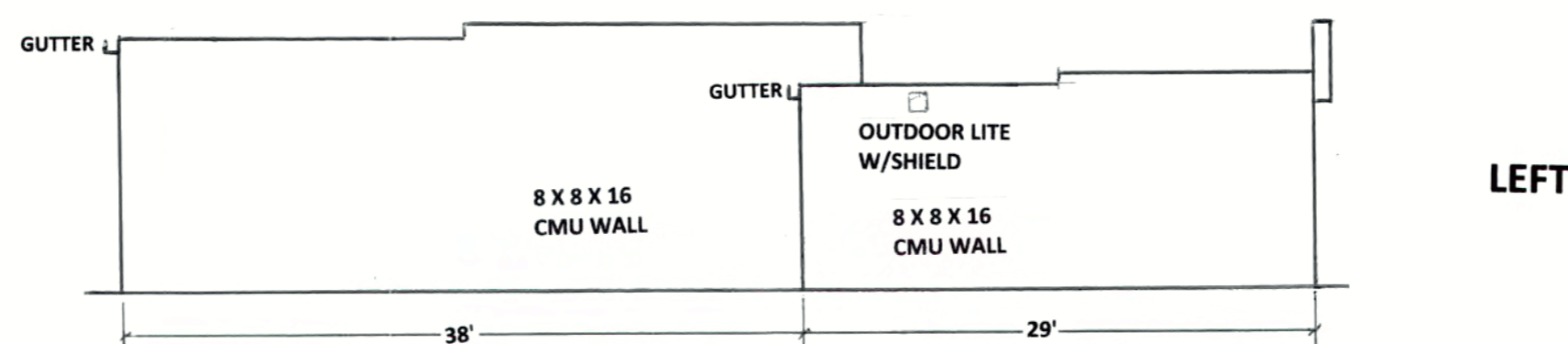
SHEET TITLE

ELEVATIONS

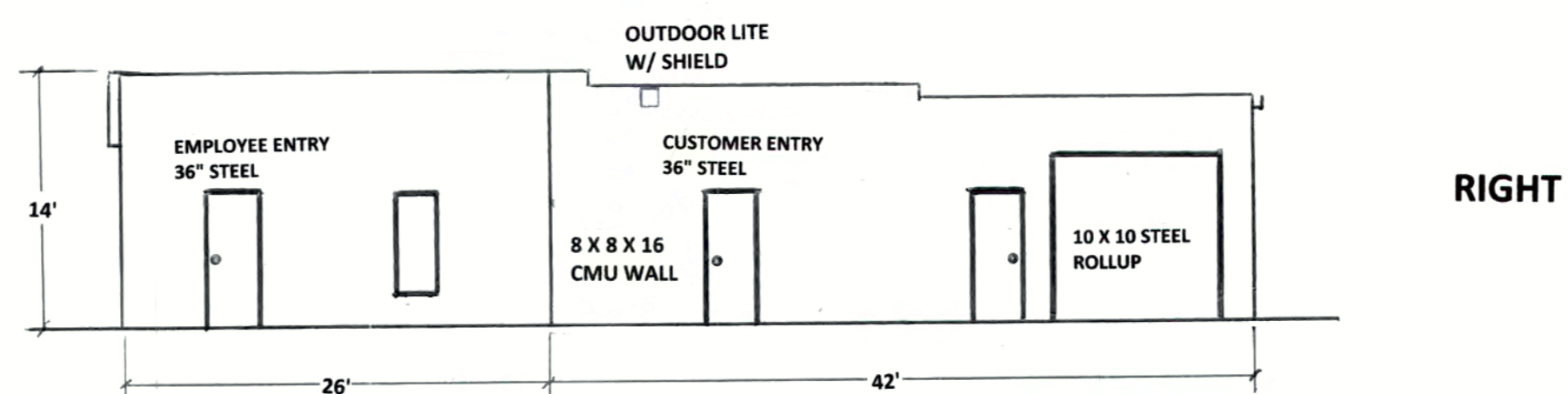
SCALE 1" = 10 FT

APPLICABLE CODES

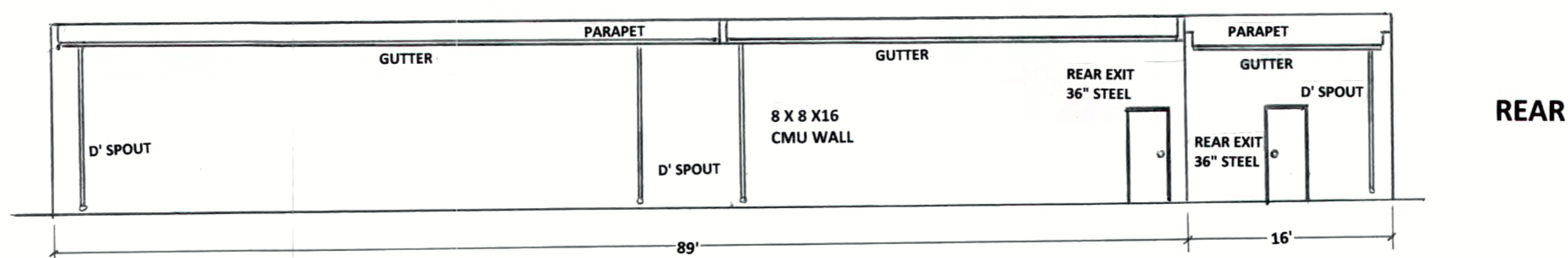
2015 MICHIGAN PLUMBING CODE  
 ANSI 117.1-2003 ACCESSIBILITY  
 2015 MICHIGAN ENERGY CODE  
 ASHREA 90.1-2007  
 2012 INTERNATIONAL FIRE CODE  
 2015 MICHIGAN BUILDING CODE  
 2015 MICHIGAN MECHANICAL CODE  
 2017 NATIONAL ELECTRIC CODE



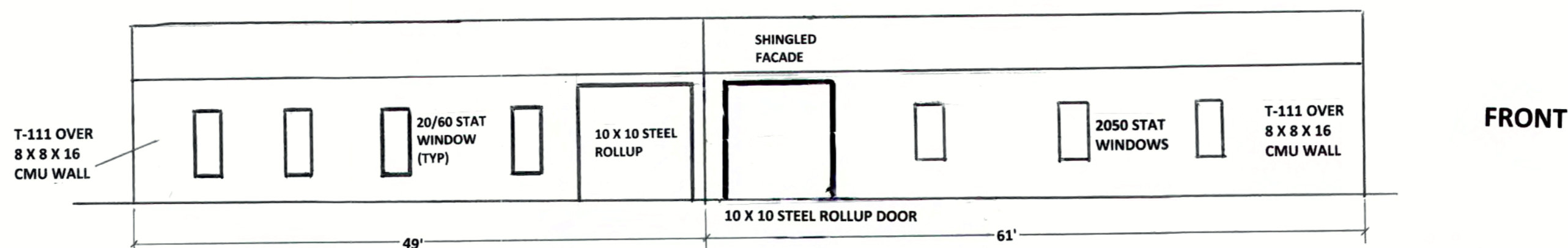
LEFT



RIGHT

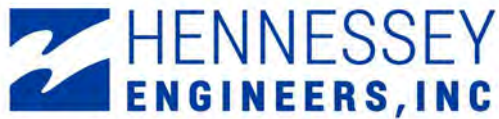


REAR



FRONT

NOTE:  
 -- ALL ELEVATIONS WILL  
 REMAIN THE SAME



July 7, 2021

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

**Re: City Motor Works  
881 Southfield Road  
City of Lincoln Park, MI  
Hennessey Project 72146**

Dear Ms. DuMouchel:

Hennessey Engineers, Inc., completed our first review of the plans for the Planning Commission submittal received via email on July 7, 2021.

The project consists of an existing commercial building for use of automotive repairs.

Listed below are some comments which were addressed at the site meeting with Mr. John Kozuh, the property owner and myself or that can be addressed by the engineer in the detailed engineering submittal.

#### **GENERAL**

1. Southfield Road is under the jurisdiction of Wayne County and may require a permit.
2. Based on the plans the existing water and sanitary sewer service leads for each unit are going to be reused.

#### **RECOMMENDATIONS**

3. If the existing sanitary sewer service is going to be reused, the architect should verify that the existing sanitary service is adequate to handle the required flows for the building's use. If it is being reused, it is important that the developer realize this existing sanitary service is old and may have reached its life expectancy. It is highly recommended that the existing sanitary sewer service be videotaped to determine the condition of the service lead.
4. The site plan does not show any new water service connections. If the existing water service is being reused, it is important that the developer realize this existing water service is old and may have reached its life expectancy.



**REQUIRED**

5. The existing water service is NOT lead type service. This was confirmed by the DPW Department.

**Sheet 01**

6. The current plans do call for a new 6.5 foot walk along the front of the building.
7. The plans do call for replacing the existing asphalt parking lot in front of the building. Pavement details and cross-sections can be provided at the time of the detailed engineering review.
8. The plans call for parking on the east side of the building. This area on the east side of the building is concrete in very good condition. The parking lot calls for new striping.
9. The east drive approach from Southfield Road will remain unchanged.

From an engineering feasibility the plans are acceptable. From the engineering feasibility review, we would recommend **"Approval"** of the 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 Passalacqua (D'Onofrio), Clerk, City of Lincoln Park  
Monserrat Contreras, Permit Clerk, City of Lincoln Park  
B.3

R:\Municipalities\70000's Lincoln Park\72000's\72146 881 Southfield Road City Motor Works\881 Southfield Rd 2nd PC Review July 7, 2021.docx

## Elizabeth Gunden

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**From:** Ray Watters <RWatters@citylp.com>  
**Sent:** Monday, July 19, 2021 11:57 AM  
**To:** Elizabeth Gunden  
**Subject:** Re: Site Plan Review Request: 881 Southfield - Auto Sales

The police department has no issue with the auto sales business moving forward.

Chief R.Watters

---

**From:** Elizabeth Gunden <egunden@bria2.com>  
**Sent:** Wednesday, July 14, 2021 8:14 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>  
**Subject:** Site Plan Review Request: 881 Southfield - Auto Sales

Hello!

Please find attached a set of revised plans for the proposed addition of auto sales to an existing auto repair facility at 881 Southfield. This project went through conceptual review in July 2020, and the Planning Commission tabled the full site plan review in May 2021. Comments are appreciated by reply to this email by Monday, July 26<sup>th</sup>. Thank you!

Liz Gunden. AICP  
Project Planner  
**Beckett&Raeder, Inc.**  
*Making Great Places for over 50 Years*  
535 West William St Suite 101  
Ann Arbor, MI 48103

Office: 734.663.2622  
Direct Line: 734.239.6615

Petoskey, MI 231.347.2523  
Traverse City, MI 231.933.8400  
Toledo, OH 419.242.3428

Please visit us at [www.bria2.com](http://www.bria2.com)

Case No. PI 20-0003  
Date Submitted 5-6-2020

**City of Lincoln Park**  
**APPLICATION FOR SPECIAL USE APPROVAL**

**NOTICE TO APPLICANT:** Applications for Special Use review by the Planning Commission must be submitted to the City *in substantially complete form* at least thirty (30) days prior to the Planning Commission's meeting at which the proposal will be considered. The application must be accompanied by six (6) individual folded copies of the site plan, plus the required review fees. Regular meetings of the Planning Commission are held on the second Wednesday of each month at 7:00 p.m. All meetings are held at the Lincoln Park City Hall, 1355 Southfield Road, Lincoln Park, Michigan 48146. Phone number (313) 386-1800; Fax (313) 386-2205.

Special Uses shall comply with the standards in Section 1262.08 of the Zoning Ordinance. Accordingly, a public hearing shall be held by the Planning Commission before a decision is made on any Special Use request. Furthermore, a site plan shall be required, which shall be prepared in accordance with Section 1294.01 of the Ordinance.

**TO BE COMPLETED BY APPLICANT:**

I (we) the undersigned do hereby respectfully request Special Use Review and provide the following information to assist in the review:

Applicant: YASER MAHMOUD  
Mailing Address: 881 SOUTHFIELD LINCOLN PARK MI  
48146

Email Address: YASER.MAHM@GMAIL.COM

Telephone: 313 949 1372 Fax: \_\_\_\_\_

Property Owner(s) (if different from Applicant): HEBRON HOLDINGS, LLC

Mailing Address: 881 SOUTHFIELD LINCOLN PARK MI 48146

Telephone: 313 949 1372 Fax: 313-5861155

Applicant's Legal Interest in Property: OWNER OF CITY MOTOR WORKS INC

Location of Property: Street Address: 881 SOUTHFIELD LINCOLN PARK

Nearest Cross Streets: FORT & SOUTHFIELD

Sidwell Number: 45008050125003

**Property Description:**

If part of a recorded plat, provide lot numbers and subdivision name. If not part of a recorded plat (i.e., "acreage parcel"), provide metes and bounds description. Attach separate sheets if necessary.

EMPIRE POINT SUB PC 85 L33 P44 WCR

Property Size (Square Ft): 0.24859 (Acres):

Present Use of Property: MECHANIC SHOP

Proposed Use of Property: USED CAR SALES - MECHANIC SHOP

1950

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1993

SH 218 218 218 218 218

SH 218 218 218 218 218

SH 218 218 218 218 218

Existing Zoning (please check):

- |   |                                   |
|---|-----------------------------------|
| G SFRD Single Family Residential District   | G RBD Regional Business District  |
| G MFRD Multiple Family Residential District | G CBD Central Business District   |
| G MHRD Mobile Home Park District            | G GID General Industrial District |
| G NBD Neighborhood Business District        | G LID Light Industrial District   |
| G MBD Municipal Business District           | G CSD Community Service District  |
| G PUD Planned Unit Development District     |                                   |

Please Complete the Following Chart:

Type of Development	Number of Units	Gross Floor Area	Number of Employees on Largest Shift
Detached Single Family			
Attached Residential			
Office			
Commercial	↓	4300	2
Industrial			
Other			

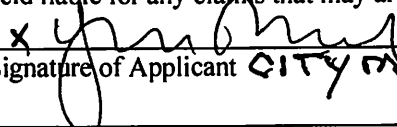
**ATTACH THE FOLLOWING:**

- Six (6) individually folded copies of the site plan, sealed by a registered architect, engineer, landscape architect or community planner.
- Proof of property ownership.
- A brief written description of the proposed use.

**PLEASE NOTE:** The applicant or a designated representative **MUST BE PRESENT** at all scheduled review meetings or the site plan may be tabled due to lack of representation.

**APPLICANT'S ENDORSEMENT:**

All information contained herein is true and accurate to the best of my knowledge. I acknowledge that the Planning Commission will not review my application unless all information required in this application and the Zoning Ordinance have been submitted. I further acknowledge that the City and its employees shall not be held liable for any claims that may arise as a result of acceptance, processing, or approval of this application.

  
 Signature of Applicant CITY NETWORKS INC Date 2/13/2020  
 \_\_\_\_\_  
 Signature of Applicant Date \_\_\_\_\_  
 \_\_\_\_\_  
 Signature of Property Owner Authorizing this Application Date \_\_\_\_\_

*To be completed by City:*  
 Date Submitted: \_\_\_\_\_ Fee Paid: \_\_\_\_\_  
 Received By: \_\_\_\_\_ Date of Public Hearing: \_\_\_\_\_

**PLANNING COMMISSION ACTION (RECOMMENDATION)**  
 To Approve: \_\_\_\_\_ To Deny: \_\_\_\_\_ Date of Action: \_\_\_\_\_  
 Reasons for Action Taken: \_\_\_\_\_

**CITY COUNCIL ACTION**  
 Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Date of Action: \_\_\_\_\_  
 Reasons for Action Taken: \_\_\_\_\_

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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Case No. P120-0003

Date Submitted 5-6-2020

**City of Lincoln Park**

**APPLICATION FOR SITE PLAN REVIEW**

**NOTICE TO APPLICANT:** Applications for Site Plan Review by the Planning Commission must be submitted to the City in *substantially complete form* at least thirty (30) days prior to the Planning Commission's meeting at which the proposal will be considered. The application must be accompanied by the data specified in the Zoning Ordinance and Site Plan Review Guidelines, including fully dimensioned site plans, plus the required review fees. Regular meetings of the Planning Commission are held on the second Wednesday of each month at 7:00 p.m. All meetings are held at the Lincoln Park City Hall, 1355 Southfield Road, Lincoln Park, Michigan 48146. Phone number (313) 386-1800; Fax (313) 386-2205.

**TO BE COMPLETED BY APPLICANT:**

I (we) the undersigned, do hereby respectfully request Site Plan Review and provide the following information to assist in the review:

Applicant: YASER MAHMOUD (CITY MOTORWORKS LLC)  
Mailing Address: 881 SOUTHFIELD RD LINCOLN PARK MI 48146  
Email: YASER.MAHMOUD@STABL.COM (YASERMAHMOUD@GMAIL)  
Telephone: 313 949 1372 Fax: \_\_\_\_\_

Property Owner(s) Name (if different from Applicant): HEBRON HOLDINGS, LLC  
Mailing Address: 881 SOUTHFIELD RD LINCOLN PARK MI 48146  
Telephone: 313 949 1372 Fax: \_\_\_\_\_  
Applicant(s) Explanation of Legal Interest in Property: OWNER (CITY MOTORWORKS LLC)

Location of Property: Street Address: 881 SOUTHFIELD RD  
Nearest Cross Streets: FORT & SOUTHFIELD  
Sidwell Number (Parcel ID#): 45008050125003

Property Description:  
If part of a recorded plat, provide lot numbers and subdivision name. If not part of a recorded plat (i.e., Acreage parcel"), provide metes and bounds description. Attach separate sheets if necessary.  
EMPIRE POINT SUB PC 85 L33 P44 W&R

Property Size (Square Ft): 0.24859 (Acres): \_\_\_\_\_

**Existing Zoning (please check):**

- |  |  |
|--|--|
| <input type="checkbox"/> SFRD Single Family Residential District   | <input type="checkbox"/> RBD Regional Business District  |
| <input type="checkbox"/> MFRD Multiple Family Residential District | <input type="checkbox"/> CBD Central Business District   |
| <input type="checkbox"/> MHRD Mobile Home Park District            | <input type="checkbox"/> GID General Industrial District |
| <input type="checkbox"/> NBD Neighborhood Business District        | <input type="checkbox"/> LID Light Industrial District   |
| <input type="checkbox"/> MBD Municipal Business District           | <input type="checkbox"/> CSD Community Service District  |
| <input type="checkbox"/> PUD Planned Unit Development District     |  |

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Present Use of Property: MECHANIC SHOP

Proposed Use of Property: USED CAR SALES  
 AND MECHANIC SHOP

Please Complete the Following Chart:

Type of Development	Number of Units	Gross Floor Area	Number of Employees on Largest Shift
Detached Single Family			
Attached Residential			
Office			
Commercial	<u>1</u>	<u>4300</u>	<u>2</u>
Industrial			
Other			

Professionals Who Prepared Plans:

A. Name: WILLIAM RICHARDSON # 23355  
 Mailing Address: 881 SOUTHFIELD

Email Address: YASSER.MAHM@GMAIL.COM  
 Telephone: 263 949 1372 Fax: 263 586 1155 Primary Design Responsibility: YASSER MAHMOUD

B. Name: YASSER MAHMOUD  
 Mailing Address: \_\_\_\_\_ Address: \_\_\_\_\_

Email: YASSER.MAHM@GMAIL.COM  
 Address: 881 GREENFIELD  
 Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Primary Design Responsibility: \_\_\_\_\_

C. Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Primary Design Responsibility: \_\_\_\_\_

1938

From ...

...

...

...

**ATTACH THE FOLLOWING:**

1. Eight (8) individually folded copies of the site plans, sealed by a registered architect, engineer, landscape architect or community planner as well as ONE (1) Electronic copy.
2. **A brief written description** of the existing and proposed uses, including but not limited to: hours of operation, number of employees on largest shift, number of company vehicles, etc.
3. Proof of property ownership.
4. Review comments or approval received from county, state, or federal agencies that have jurisdiction over the project, including but not limited to:


- |   |  |
|---|--|
| G Wayne County Road Commission          | G Wayne County Drain Commission                |
| G Wayne County Health Division          | G Michigan Department of Natural Resources     |
| G Michigan Department of Transportation | G Michigan Department of Environmental Quality |

**PLEASE NOTE:** The applicant or a designated representative **MUST BE PRESENT** at all scheduled review meetings or the site plan may be tabled due to lack of representation.

Failure to provide true and accurate information on this application shall provide sufficient grounds to deny approval of a site plan application or to revoke any permits granted subsequent to site plan approval.

**APPLICANT'S ENDORSEMENT:**

All information contained herein is true and accurate to the best of my knowledge. I acknowledge that the Planning Commission will not review my application unless all information required in this application and the Zoning Ordinance have been submitted. I further acknowledge that the City and its employees shall not be held liable for any claims that may arise as a result of acceptance, processing, or approval of this site plan application.

x   
 \_\_\_\_\_  
 Signature of Applicant

2/13/2017  
 \_\_\_\_\_  
 Date

\_\_\_\_\_  
 Signature of Applicant

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Signature of Property Owner Authorizing this Application

\_\_\_\_\_  
 Date

**TO BE COMPLETED BY THE CITY**

Case No. \_\_\_\_\_

Date Submitted: \_\_\_\_\_

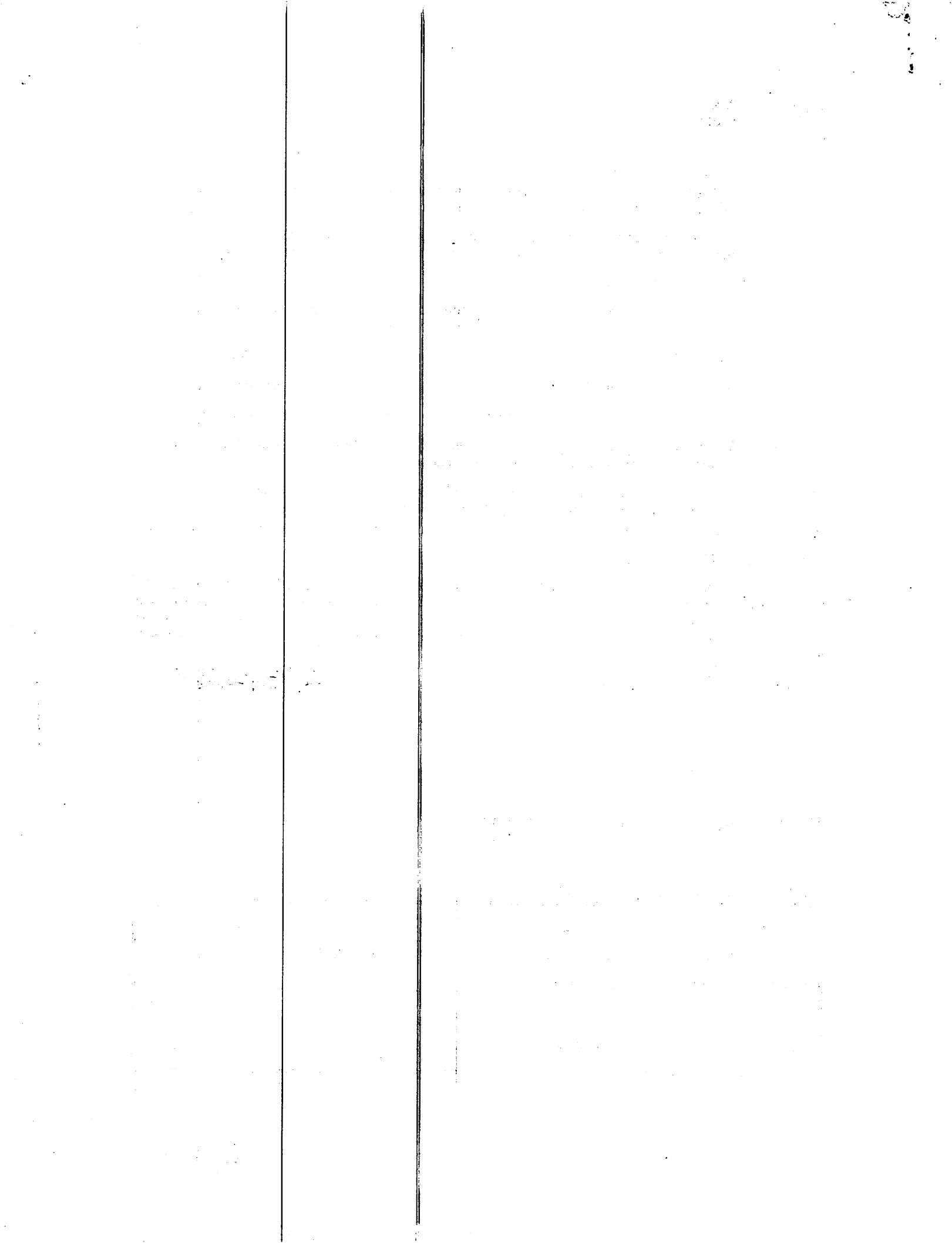
Fee Paid: \_\_\_\_\_

By: \_\_\_\_\_

Date of Public Hearing: \_\_\_\_\_

**PLANNING COMMISSION ACTION**

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Date of Action: \_\_\_\_\_



1516 Southfield – Office & Studio

## Site Plan Review

Applicant	Sheree Soblo, represented by SDG Architects + Planners
Project	Office & Studio
Address	1516 Southfield Rd. Lincoln Park, MI 48146
Date	August 11, 2021
Request	Site Plan Approval
Recommendation	Approval with Conditions

### 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

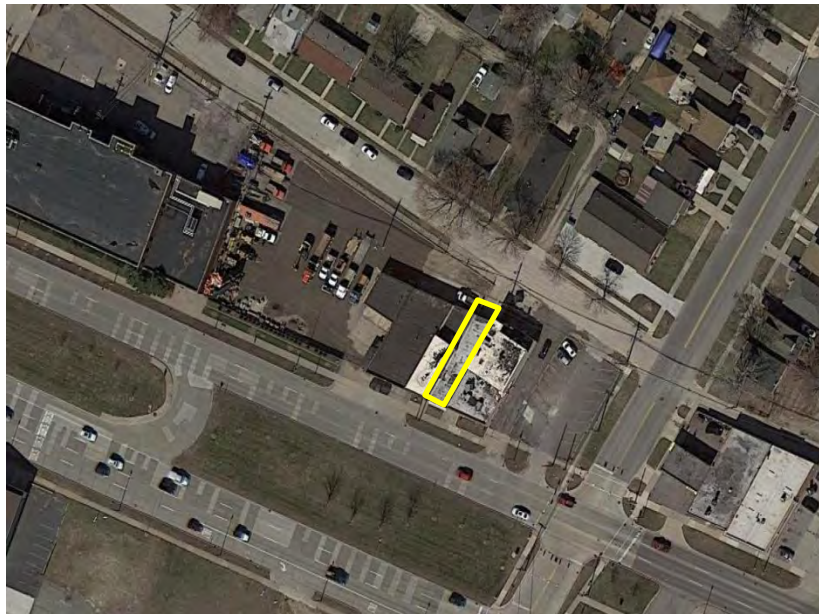


Figure 1: Aerial View

The proposed project is an office and photography studio. The interior workspace will have an open concept layout that will be used for photographing items for the applicant's online boutique.

#### *Site Conditions*

The 1,660 sq. ft. site is an existing building that fronts Southfield Road and has vehicular access via Hanover Street in the rear. The closest intersection is to the east at Lafayette Boulevard. There is an existing 6-ft. concrete sidewalk along both Southfield Road and Hanover Street, and there is a bus stop immediately in front of the building. The site was

previously used as a dental office and is now vacant. There are existing perennial plantings in the front of the building and two parking spaces in the rear of the building.

**Master Plan**

*Future Land Use Classification*

The future land use classification for the site is General Commercial. The proposed use of an office and studio is consistent with the designation.

*Intent, Desirable Uses, and Elements*

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 is a suitable location for automobile-oriented uses that are not appropriate in pedestrian-oriented City areas such as the downtown, including as restaurants with car service, gas stations with or without convenience stores, minor auto repair shops, and car washes that comply with special design standards.

**Land Use and Zoning**

*Zoning*

The site is zoned Municipal Business District (MBD). Both an “office” and a “photography studio” are principally permitted uses in the district per §1276.02(a) and §1276.02(f)(7) via §1278.02(a).

*Proposed and Existing Uses*

Site	Vacant & – Municipal Business District (MBD)
North	ROW, then Residential – Single-Family Residential District (SFRD)
East	Commercial – Municipal Business District (MBD)
South	ROW, then Commercial – Municipal Business District (MBD)
West	Commercial – Municipal Business District (MBD)



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-101	Existing Architectural Site Plan	07/07/2021	–

### Dimensional Standards

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

	Required	Provided	Compliance
Lot Width	Min. 40'	~20' 3"	NOT MET
Street Frontage (§1294.09)	Shrubbery and low retaining walls maximum 2 ½' < height < 8'	No intersections	N/A
Lot Area	Min. 4,000 sq. ft.	~1,660 sq. ft.	NOT MET
Lot Coverage	Max. 50%	100%	NOT MET
Height	2-Story Building; 25 ft	1 story; 15'	Met
Setback – Front	0	0'	Met
Setback – Sides	0	0'	Met
Setback – Rear	0	0'	Met



The existing lot dimensions do not meet the requirements for lot width, lot area, and lot coverage in the district.

### Items to be addressed

None

### 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 &amp; 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'</li> </ul>  <p>Figure 3: 1 block east on Southfield Rd – one-story, square, flat roofs, masonry.</p>  <p>Figure 4: 1 block west on Southfield Rd. – one- and two-story, square, flat roofs, masonry.</p>	Met

Required	Compliance
<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) <u>Front Elevation: 91% brick &amp; wood siding (225/248)</u> <ul style="list-style-type: none"> <li>○ Brick: ~160 sf</li> <li>○ Painted wood siding: ~65 sf</li> <li>○ Door: ~23 sf</li> <li>○ Glass (exempt): ~55 sf</li> <li>○ Total Area: ~303 sf</li> </ul> </li> <li><u>Rear Elevation: 67% masonry (153/230)</u> <ul style="list-style-type: none"> <li>○ Brick: ~12 sf</li> <li>○ CMU: ~141 sf</li> <li>○ Doors: ~77 sf</li> <li>○ Glass (exempt): ~15 sf</li> <li>○ Total Area: ~245 sf</li> </ul> </li> </ul> <p>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)</p> <ul style="list-style-type: none"> <li>• Natural colors (bright for decorative features only) <i>Painted natural tan; proposed new awning will be tan with accent red.</i></li> </ul>	<p><b>NOT MET</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>All sides facing ROW are painted masonry or wood siding</i></li> </ul>	<p><b>Met</b></p>
<ul style="list-style-type: none"> <li>• Windows: vertical, recessed, visually obvious sills</li> <li>• Spaces between windows = columns, mullions, or material found elsewhere on the façade</li> <li>• Front facades &gt; 25% windows ~18% transparency (55/303)</li> <li>• Size, shape, orientation, spacing to match buildings within 500'</li> </ul>	<p><b>NOT MET</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>Existing awning, distinctive door pulls, accent colors</i></li> </ul>	<p><b>Met</b></p>
<ul style="list-style-type: none"> <li>• Pitched / shingled roof forms suggested; overhanging eaves with slope of 0.5 to 1 <i>Existing flat roof</i></li> <li>• Rooflines &gt;100' = roof forms, parapets, cornice lines</li> <li>• Roof-top mechanical equipment screened by roof form. <i>No roof-top mechanical equipment</i></li> </ul>	<p><b>N/A</b></p>

This is an existing building that does not quite meet the building material requirements for the rear façade and the transparency requirements (18% compared to the 25% requirement). Aside from touching up the existing paint and replacing the awning, the proposal does not include any changes to the existing façades; therefore, the City has historically permitted existing façade conditions to remain.

**Items to be addressed**

*None*



**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-ft. public sidewalk on two sides of the building (Southfield Rd. to the south and Hanover St. to the north) which provides pedestrian circulation separated from the vehicular circulation. Per Engineering comments, the sidewalk in front appears to be in good condition, though there is one concrete flag in that back that should be replaced (see photo). There are no bicycle lanes on the ROW or bicycle parking facilities proposed. There is a bus stop immediately in front of the building.



Figure 5: Concrete flag in back of building.

**Items to be addressed**

- Applicant shall ensure that existing concrete sidewalk in the rear is 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.*

Use	Required	Proposed	Compliance
Office	Three and one-half (3½) for every one-thousand (1,000) square feet of gross floor area.  $1,660 \text{ sq. ft.} / 1,000 = 1.66$ $1.66 \times 3.5 = 5.81 = 5 \text{ spaces}$	2 existing parking spaces (not shown on plan)	<b>NOT MET</b>

The applicant and occasionally an employee will be the only people onsite, and the site is not open to the public. Therefore, the two existing parking spaces should adequately serve the parking needs for the use. Given the extremely limited ability of the site to accommodate parking, it is the Planning Commission’s responsibility to determine whether the proposed parking plan offers adequate provision for the intended use while preserving the public health, safety, and welfare.

§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	Ingress and egress provided from Hanover Street.	<b>Met</b>
	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	Parking area is concrete that appears to be in good condition.	<b>Met</b>
	Concrete curbs and gutters	Existing concrete curbs and gutters.	<b>Met</b>
	When adjoining residential property and/or a residential street or alley: 6’ solid masonry wall, ornamental on both sides, with bumper guards	There are residential properties across Hanover St. There is no space on the site for a wall.	<b>Met as possible</b>
	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.	There are residential properties across Hanover St. There is no space on the site for a wall.	<b>Met as possible</b>
	Entrance only from the adjoining principal use or adjoining alley; no use of street for backing or maneuvering	There is ample space for maneuvering.	<b>Met</b>

	Required	Proposed	Compliance
	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 is essentially a driveway; therefore a wall or curb would not be applicable.	N/A

Per Engineering comments, it appears that the adjacent property owner has its dumpster partially on this property (see photo), and it should be moved.

**Items to be addressed**

- A Planning Commission waiver is requested to reduce the number of parking spaces from 5 to 2. Considerations include the size of the existing site and the nature of the proposed use.
- Applicant shall show the existing two parking spaces on the plan.
- Applicant shall move the adjacent property owner's dumpster off the property.



Figure 6: Parking area at back of building.

**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 to 25	1	0	NOT MET

As noted above, the applicant and an employee will be the only two people onsite, and the site is not open to the public. The lot is only about 20 feet wide, making the provision of a barrier-free space impossible with the dimension requirements for barrier-free parking spaces.

**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	0	0	Met

### 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 Rd., Fort St., Dix Ave., and Outer Dr.

There is no vehicular access to this site from any of these routes (vehicular access is via Hanover Street behind the building), 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 vehicles may access the building via either Southfield Road or Hanover Street. The site plan notes that the south side of Hanover Street will be a designated fire lane with no parking allowed. The Police Department has indicated that it has no concerns with the proposal.

### 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	Existing 10' greenbelt with grass	Met
	1 tree and 4 shrubs per 40' of street frontage <i>20' of frontage = 0 trees and 2 shrubs</i> <i>30% redevelopment standard = 0 trees and 1 shrubs</i>	The applicant proposes to add 3-4 burning bushes plus red & white perennials in the existing 12' x 15' landscaped area.	Met
	Where headlights from parked vehicles will shine into the ROW, may require a totally obscuring hedge	No headlights will shine into the ROW.	Met
Interior Landscaping	10% of total lot area landscaped, including groundcover <i>(1,660 sf * 0.1) = 166 sf landscaping</i> <i>30% redevelopment standard: 50 sf</i>	The existing landscaped area is 179 sf.	Met
	Interior landscaping to be grouped near entrances, foundations, walkways, service areas	Landscaped area is in front of the building next to entrance.	Met
	1 tree per 400 sf of required landscaping and 1 shrub per 250 sf of required landscaping <i>50 sf (30% redevelopment standard) = 0 trees and 0 shrubs</i>	The applicant proposes to add 3-4 burning bushes plus red & white perennials in the existing 12' x 15' landscaped area.	Met
Parking Lot	1 deciduous or ornamental tree per 10 parking spaces <i>&lt; 10 parking spaces = 0 trees</i>	No parking lot trees proposed or required.	N/A
	100 sf of planting area per tree		
Screening	Waste receptacle: Decorative masonry wall of at least 6' with solid or impervious gate	The trash management plan is 96-gallon rollout carts.	Met
	Abutting residential: greenbelt, 15' with 5' evergreens (PC may waive), and/or solid 6' masonry wall ornamental on both sides	There is an existing block wall along the alley.	Met

**Items to be addressed**

None

**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 comply with soil erosion control standards.*
- A Soil Erosion and Sedimentation permit must be obtained from Wayne County.*

#### 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. No new water line or sanitary sewer systems are proposed for the site. Engineering comments state that if the existing sanitary sewer is going to be reused, the architect should verify that the existing sanitary service is adequate to handle the required flows for the building's use. If it is being reused, it is important that the developer realize this existing sanitary service is old and may have reached its life expectancy. It is highly recommended that the existing sanitary sewer service be videotaped to determine the condition of the service lead. If the existing water service is being reused, it is important that the developer realize this existing water service is also old and may have reached its life expectancy. If the existing service is a lead-type service or undersized, it will be required to be removed and replaced. The design professional must verify the existing water service type, size, and lead capacity and should verify that the existing service is adequate to handle the required flows. Utility connections should be shown on the plans.

#### 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.*
- It is highly recommended that the existing sanitary service be videotaped to determine the condition of the service lead.*

#### 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 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.*

There is existing light on the rear façade of the building. No additional new lighting is proposed.

### Items to be addressed

*None*

## 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 indication of 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 does not appear to be any roof- or ground-mounted mechanical equipment.

### Items to be addressed

*None*

## SIGNS

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

There are no proposed signs.

### Items to be addressed

*None*

## 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 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.*

The proposed office and studio uses are both principally permitted in the district.

### 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.*

## VARIANCES

No variances are anticipated from this proposal.

### Items to be addressed

*None*

## RECOMMENDATIONS

### Findings

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

### Conditions of Approval

#### Waivers

- A Planning Commission waiver is requested to reduce the number of parking spaces from 5 to 2. Considerations include the size of the existing site and the nature of the proposed use.*

#### Conditions to be Addressed Before Approval Letter is Issued

- Applicant shall show the existing two parking spaces on the plan.*

#### Conditions of Approval

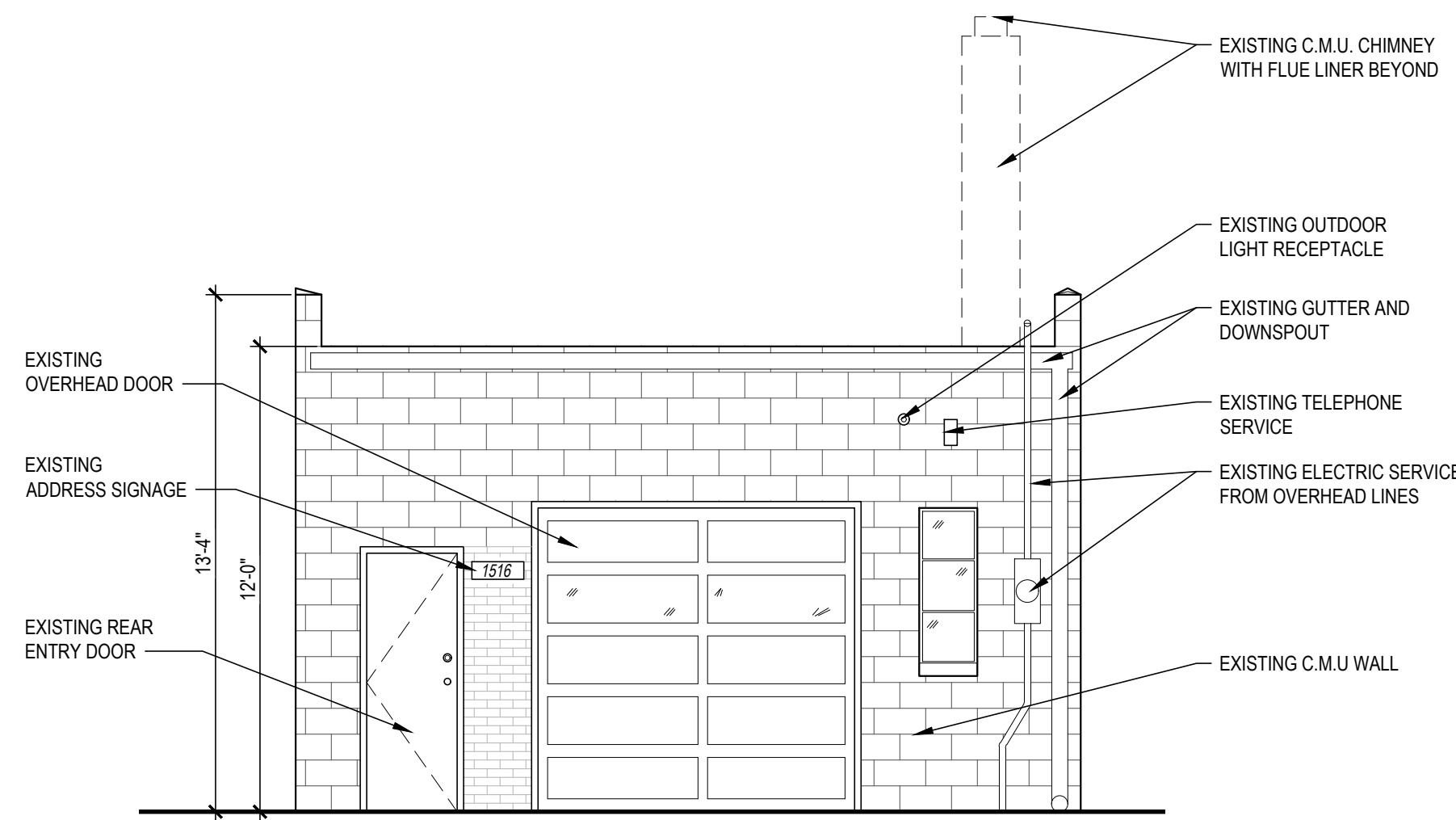
- Applicant shall ensure that existing concrete sidewalk in the rear is brought up to City standards.*
- Applicant shall move the adjacent property owner's dumpster off the property.*



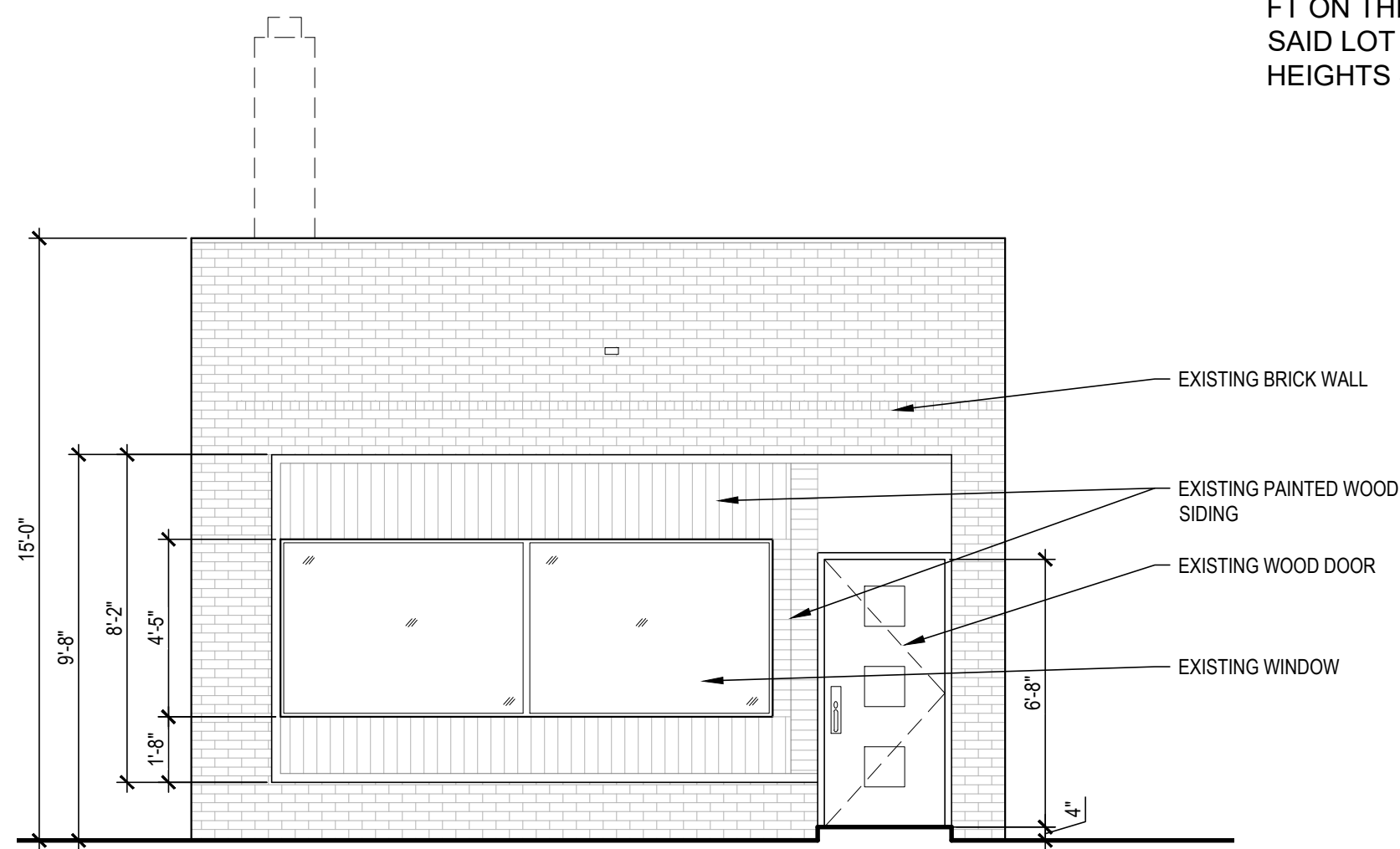
- *Applicant shall work with the building superintendent, City Engineer, and Lincoln Park Department of Public Services to comply with soil erosion control standards.*
- *A Soil Erosion and Sedimentation permit must be obtained from Wayne County.*
- *Applicant shall work with the City Engineer to verify the existing water service and sanitary service type, size, and determine the lead capacity for the proposed building use.*
- *It is highly recommended that the existing sanitary service be videotaped to determine the condition of the service lead.*
- *Applicant shall work with the City Engineer to review stormwater system to determine the appropriate permitting process.*
- *Applicant to secure all appropriate agency reviews as needed.*

### **Proposed Motion**

I move that the City of Lincoln Park Planning Commission **approve** the site plan numbered PPC21-0021, proposing an office and studio at 1516 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.



9 EXISTING REAR ELEVATION  
A-101 SCALE: 1/4" = 1' - 0"  
REF:



8 EXISTING FRONT ELEVATION  
A-101 SCALE: 1/4" = 1' - 0"  
REF:

LEGAL DESCRIPTION OF PROPERTY:

EA21A LOT 21 EXC THE SLY PART THEREOF MEAS 12.63 FT ON THE ELY LINE AND 12.64 FT ON THE WLY LINE OF SAID LOT ALSO SLY 1/2 ADJ VAC ALLEY ELMWOOD HEIGHTS SUB PC 50 L35 P31 WCR.

GENERAL NOTES:

- PROPERTY IS 1,660 SF. WITH AN EXISTING BUILDING. \*AVAILABLE INFORMATION APPEARS TO SHOW THE BUILDING TO ENCOMPASS THE ENTIRE AREA OF THE PROPERTY. PROPERTY / SITE IS ~0.04 ACRES.
- PROPERTY IS EXISTING - FRONT, REAR AND SIDE SETBACKS, GRADING, SEDIMENTATION AND DRAINAGE ARE NOT APPLICABLE.
- PROPERTY WILL NOT BE OPEN TO THE PUBLIC AND WILL NOT HAVE SIGNAGE. ONLY THE ADDRESS WILL BE DISPLAYED.
- BUILDING WILL HAVE A CHANGE OF USE FROM DENTAL LAB AND STORAGE TO PHOTO STUDIO AND OFFICE.
- TRANSFORMER PAD DOES NOT EXIST - ELECTRICAL POWER IS FROM AN OVERHEAD FEED.
- THERE ARE NO EXISTING DRAINS OR OTHER STORM WATER FEATURES IN THE PARKING AREA. EXISTING SURFACE MATERIAL IN THE DRIVEWAY IS CONCRETE.
- HEATING IS PROVIDED FROM AN EXISTING FURNACE LOCATED INSIDE THE BUILDING.
- HOT WATER IS PROVIDED FROM AN EXISTING HOT WATER TANK LOCATED INSIDE THE BUILDING.
- THE SOUTH SIDE OF HANOVER ST. WILL BE A DESIGNATED FIRE LANE WITH NO PARKING ALLOWED.

PHOTO STUDIO & OFFICE

1516 SOUTHFIELD ROAD,  
LINCOLN PARK, MI 48146



607 Shelby Street  
Suite 704  
Detroit, MI 48226  
Tel: 313-961-8000  
Fax: 313-961-3253

REGISTRATION SEAL



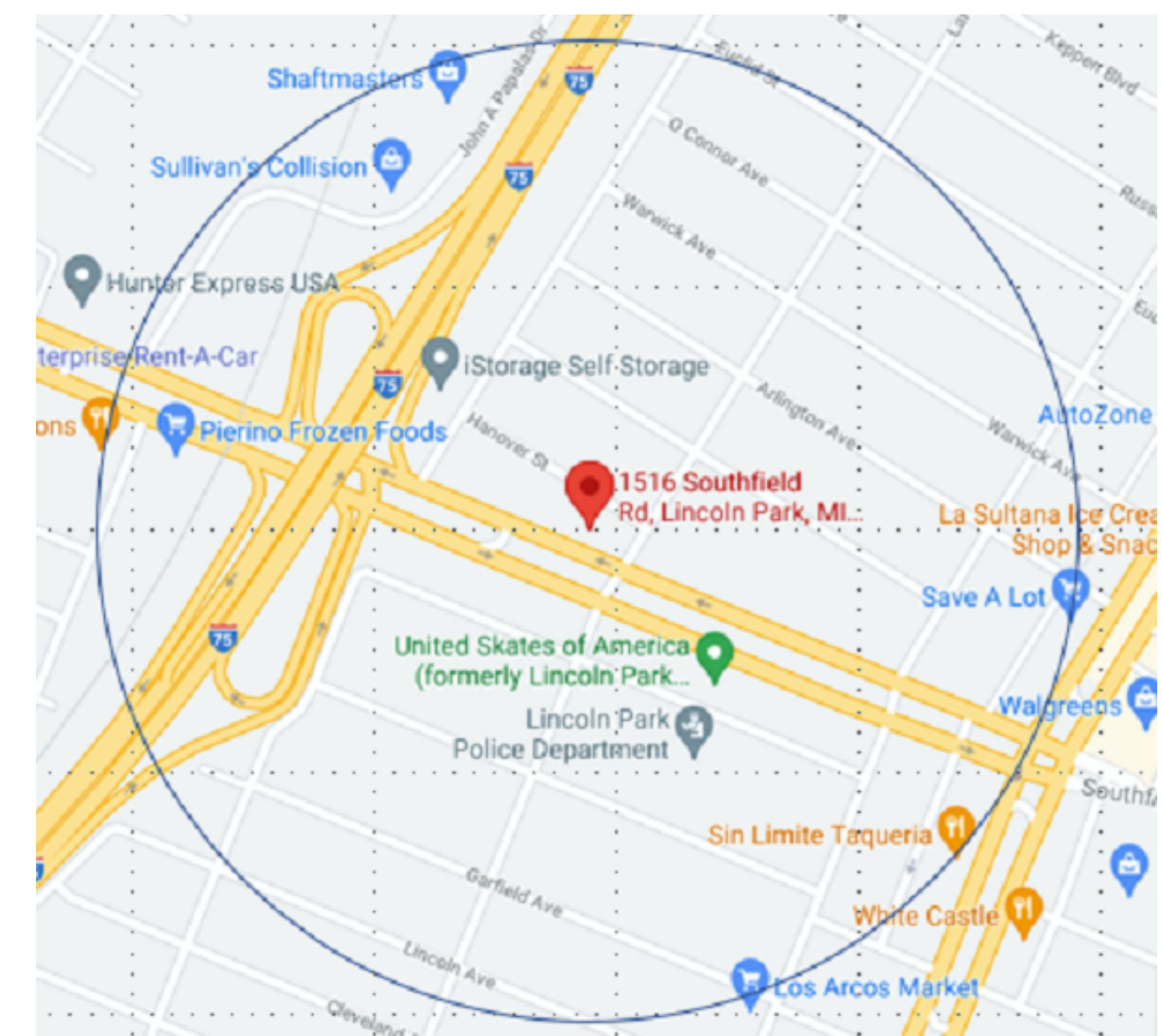
KEY PLANS



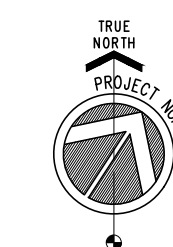
Lincoln Park Boundary	Single Family Residential	Neighborhood Business
State Roads	Multiple Family Residential	Municipal Business District
All Roads	Mobile Home Park	Central Business District
Railroads	Light Industrial	Regional Business
Municipalities	General Industrial	Community Service
	Planned Unit Development	

4 ZONING MAP AND LEGEND

A-101 SCALE: No Scale  
REF:

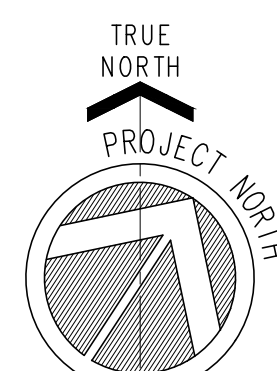
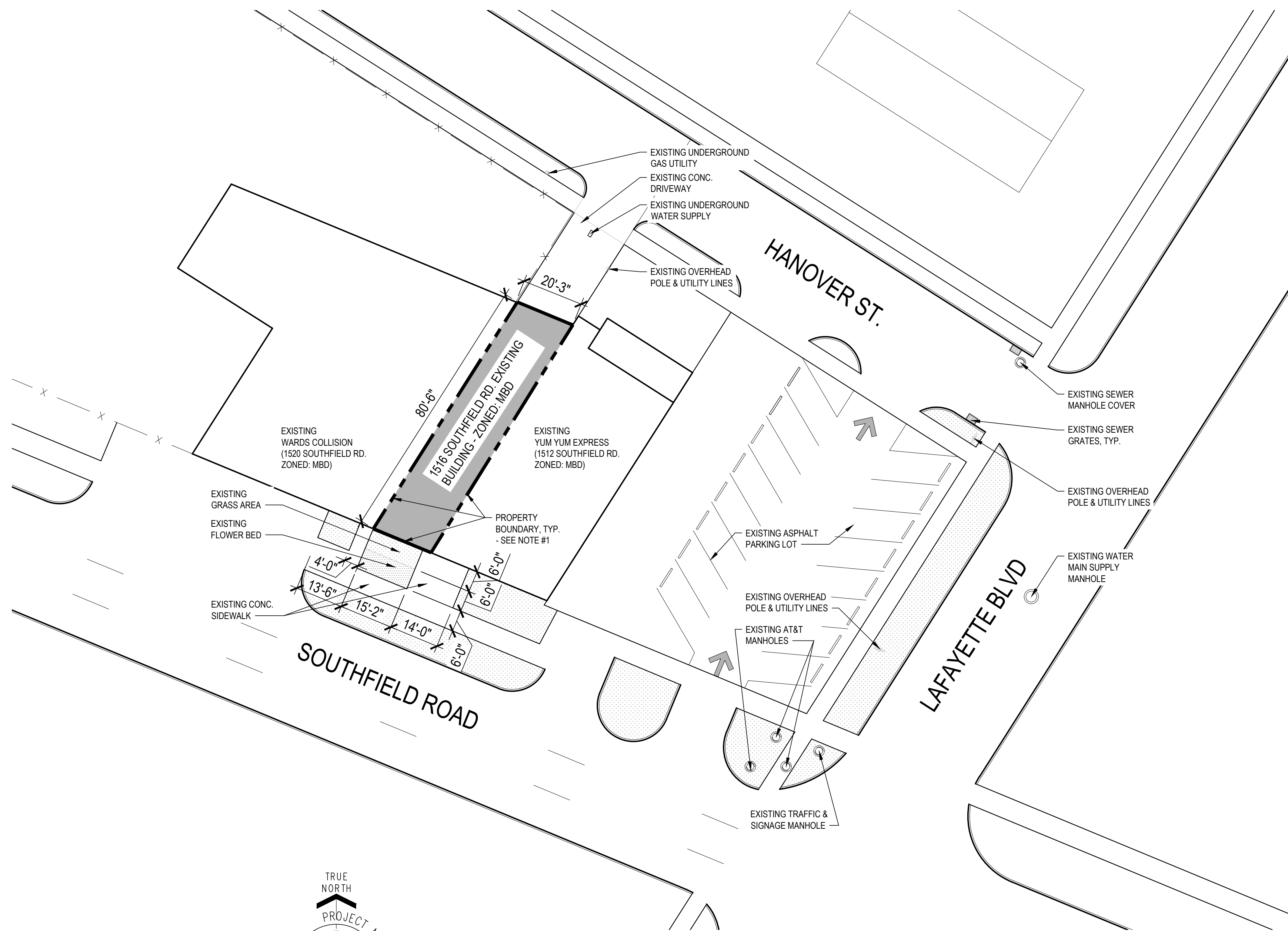


Radius = ~1,500 feet



1 LOCATION MAP

A-101 SCALE: N.T.S.  
REF:



3 EXISTING ARCHITECTURAL SITE PLAN

A-101 SCALE: 1" = 20'-0"  
REF:

FIRST LEVEL

SHEET TITLE  
EXISTING ARCHITETURAL SITE PLAN

SCALE:

ISSUED FOR: DATE: \_\_\_\_\_  
SITE PLAN REVIEW: 07.07.2021

DRAWN BY: \_\_\_\_\_ TMB

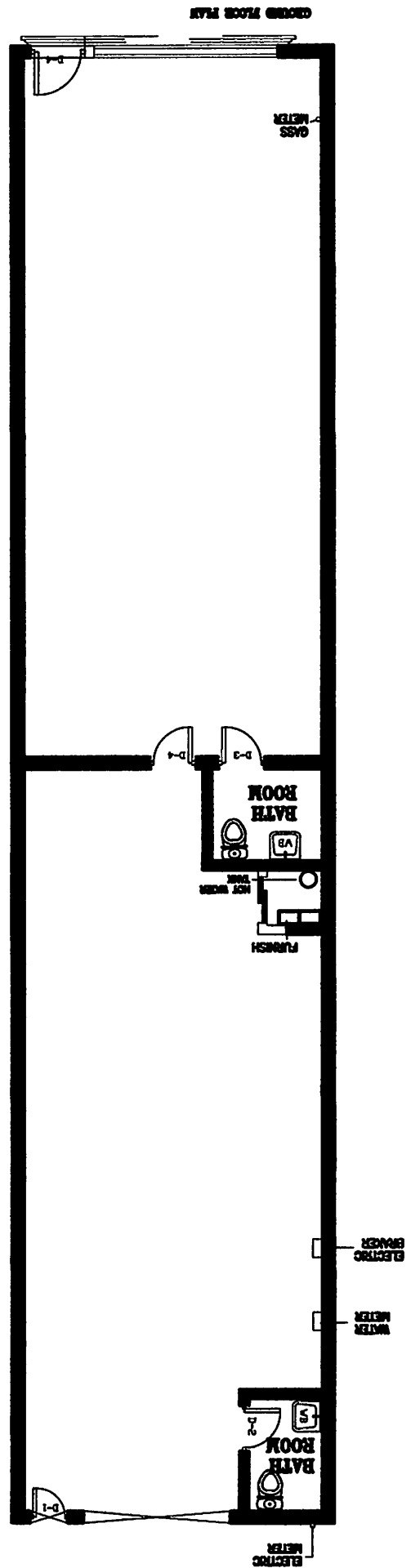
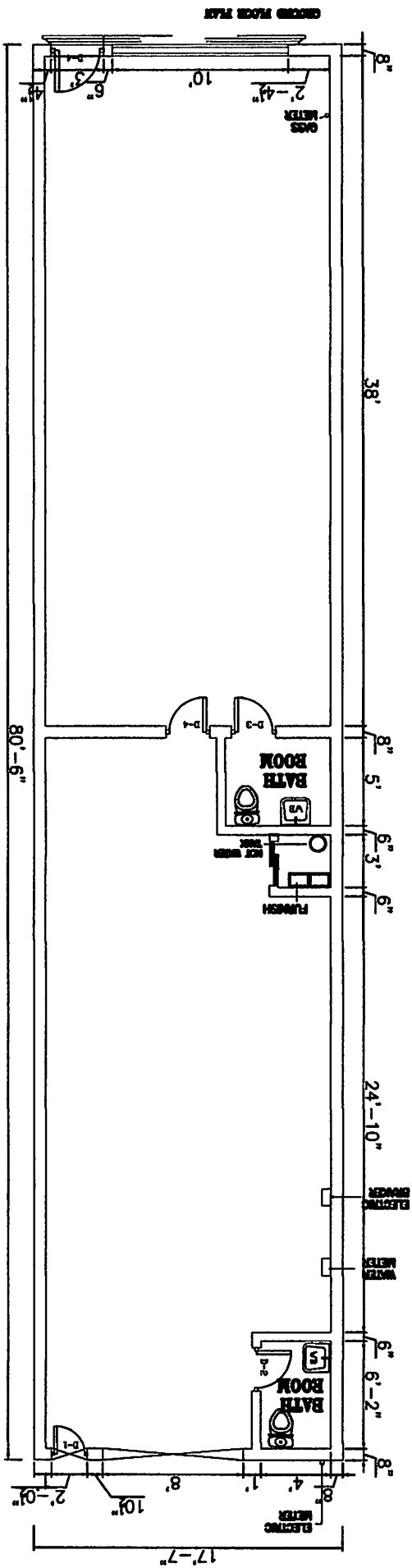
CHECKED: \_\_\_\_\_

APPROVED: \_\_\_\_\_

21025.00

A-101

SHEET NO.



**Sheree Soblo**

**12288 Syracuse St, Taylor, MI 48180 313-422-3826**

**Site Plan Narrative for Shereesstockpile**

**This application seeks approval for a new use of the existing building.**

**Common description of property 1516 Southfield Rd Lincoln Park, MI 48146**

**Legal Description EA21A LOT 21 EXC THE SLY PART THEREOF MEAS 12.63 FT ON THE ELY LINE AND 12.64 FT ON THE WLY LINE OF SAID LOT ALSO SLY 1/2 ADJ VAC ALLEY ELMWOOD HEIGHTS SUB PC 50 L35 P31 WCR**

**Completion of project is 7-10 days after approval of site plan.**

**The proposed land use is an open concept photography studio and office. I plan to keep the interior as is and all workspace will be mobile as I will need to use the daylight for the photography set up. Inside the building there is an existing wall that has a door so the front space will be the work area and the back end will be storage. This is for my business that has been in operation for 4 years in Taylor and has since grown to need a larger space.**

**The proposed work will be exterior facade updates of framing the front window with crown molding and adding a planter box across the entire bottom of the bay window. A red and beige striped awning to replace the old metal awning, this will span across both the window and door. I also will repaint the front door with a more modern paint color.**

**Landscaping: The front of the building has a 15'x 12' plot I plan to update with 3-4 burning bushes (depending on size available) with red and white perennials to compliment the fabric awning.**

**I am asking to waive the tree that is in the zoning requirements due to the fact that I have a bus stop directly in front of my building and I think it may become an obstruction. I would also like to keep the large bay window in front of my building open to use the light for photographs.**

**I plan to use a 96 gallon rolling trash can and recycling bin for standard office waste collection. I am working with 2 companies and I am finalizing the set up.**

**Thank you for your time.**

**Sheree Soblo**

**Owner of Shereesstockpile**

**313-422-3826**

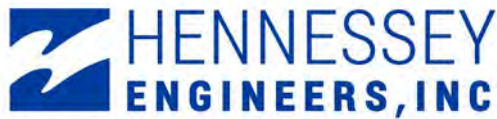
## **Description of 1516 Southfield Rd Lincoln Park**

**The previous use was a dental lab and has since been vacant and used as storage for the previous owner for around 10 years.**

**The proposed new use by myself, the new owner is an open concept photography studio and office space for my online store/boutique.**

**Hours of operation are 8am-5pm, there will be 1-2 people that is including myself for the day to day.**

**There will be no company vehicles only mine and my employees personal vehicles in the 2 designated parking spots attached to back of building.**



July 26, 2021

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

**Re: Photo Studio & Office Building  
1516 Southfield Road  
City of Lincoln Park, MI  
Hennessey Project 72150**

Dear Ms. DuMouchel:

Hennessey Engineers, Inc., completed our first review of the plans for the Planning Commission submittal dated July 7, 2021, and received via email from you.

The project consists of an existing commercial building to be converted to a Photo Studio and Office Building.

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

#### **RECOMMENDATIONS**

1. If the existing sanitary sewer service is going to be reused, the architect should verify that the existing sanitary service is adequate to handle the required flows for the building's use. If it is being reused, it is important that the developer realize this existing sanitary service is old and may have reached its life expectancy. It is highly recommended that the existing sanitary sewer service be videotaped to determine the condition of the service lead.
2. The site plan does not show any new water service connections. If the existing water service is being reused, it is important that the developer realize this existing water service is old and may have reached its life expectancy.

#### **REQUIRED**

3. **If the existing service is a lead type service, it will be required to be removed and replaced. The engineer or architect must verify existing water service type and size.** The architect should verify that the existing service is adequate to handle the required flows. If it is undersized for the proposed use of the building or if it is a lead type service, it must be replaced. The developer's engineer or architect shall determine the water service lead capacity.

4. The parking lot is in the rear of the building. It appears to have space for 1 vehicle. The concrete is in good condition except for one flag what is broken. See attached photos. I would recommend the one flag be replaced.
5. The sidewalk in front of the building is in good condition.
6. It appears the adjacent property owner has its dumpster partially on this property. It should be moved off this property.

The applicable items listed above should be addressed. Once they are addressed to the Planning Commissions satisfaction from an engineering feasibility, our office does not have any issues with the approval of the 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 Passalacqua (D'Onofrio), Clerk, City of Lincoln Park  
Monserrat Contreras, Permit Clerk, City of Lincoln Park

B.3

R:\Municipalities\70000's Lincoln Park\72000's\72150 Photo Studio & Office\Photo Studio & Office Building 1st PC Review May 5, 2021.docx



Broken Concrete flag











## Elizabeth Gunden

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**From:** Ray Watters <RWatters@citylp.com>  
**Sent:** Monday, July 19, 2021 12:24 PM  
**To:** Elizabeth Gunden  
**Subject:** Re: Site Plan Review Request: 1516 Southfield - Office & Studio

The police department has no issues with the proposed office / studio moving forward at 1516 Southfield.

Chief R.Watters

---

**From:** Elizabeth Gunden <egunden@bria2.com>  
**Sent:** Wednesday, July 14, 2021 8:10 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>  
**Subject:** Site Plan Review Request: 1516 Southfield - Office & Studio

Hello!

Please find attached a set of plans for a proposed office and studio at 1516 Southfield. Comments are appreciated by reply to this email by Monday, July 26<sup>th</sup>. Thank you!

Liz Gunden. AICP  
Project Planner

**Beckett&Raeder, Inc.**

*Making Great Places for over 50 Years*

535 West William St Suite 101  
Ann Arbor, MI 48103

Office: 734.663.2622  
Direct Line: 734.239.6615

Petoskey, MI 231.347.2523  
Traverse City, MI 231.933.8400  
Toledo, OH 419.242.3428

Please visit us at [www.bria2.com](http://www.bria2.com)

RECEIVED

JUN 25 2021

CITY OF LINCOLN PARK  
BUILDING DEPARTMENT

Case No. EPC21-0021

Date Submitted 6/25/21

City of Lincoln Park

APPLICATION FOR SITE PLAN REVIEW

**NOTICE TO APPLICANT:** Applications for Site Plan Review by the Planning Commission must be submitted to the City in *substantially complete form* at least thirty (30) days prior to the Planning Commission's meeting at which the proposal will be considered. The application must be accompanied by the data specified in the Zoning Ordinance and Site Plan Review Guidelines, including fully dimensioned site plans, plus the required review fees. Regular meetings of the Planning Commission are held on the second Wednesday of each month at 7:00 p.m. All meetings are held at the Lincoln Park City Hall, 1355 Southfield Road, Lincoln Park, Michigan 48146. Phone number (313) 386-1800; Fax (313) 386-2205.

**TO BE COMPLETED BY APPLICANT:**

I (we) the undersigned, do hereby respectfully request Site Plan Review and provide the following information to assist in the review:

Applicant: Sheree Soblo  
Mailing Address: 12288 Syracuse Taylor MI 48180  
Email: Sheree Soblo@gmail.com  
Telephone: 313 422 3826 Fax: \_\_\_\_\_

Property Owner(s) Name (if different from Applicant): \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Applicant(s) Explanation of Legal Interest in Property:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Location of Property: Street Address: 15116 Southfield Rd Lincoln Park  
Nearest Cross Streets: On Southfield between Fort Park and Lafayette Blvd  
Sidwell Number (Parcel ID#): 45006030021001

**Property Description:**

If part of a recorded plat, provide lot numbers and subdivision name. If not part of a recorded plat (i.e., Acreage parcel"), provide metes and bounds description. Attach separate sheets if necessary.

EA21A Lot 21 EXC The SLY Part Thereof 12.63ft  
on the ELY line and 12.64ft WLY line of said lot  
ALSO SLY 1/2 ADJ Jac Alley Elmwood Heights Sub  
PC 50135 P31 WCR

Property Size (Square Ft): 16660 (Acres): .0038

**Existing Zoning (please check):**

- |   |  |
|---|--|
| <input type="checkbox"/> SFRD Single Family Residential District    | <input type="checkbox"/> RBD Regional Business District  |
| <input type="checkbox"/> MFRD Multiple Family Residential District  | <input type="checkbox"/> CBD Central Business District   |
| <input type="checkbox"/> MHRD Mobile Home Park District             | <input type="checkbox"/> GID General Industrial District |
| <input type="checkbox"/> NBD Neighborhood Business District         | <input type="checkbox"/> LID Light Industrial District   |
| <input checked="" type="checkbox"/> MBD Municipal Business District | <input type="checkbox"/> CSD Community Service District  |
| <input type="checkbox"/> PUD Planned Unit Development District      |  |

Present Use of Property: Vacant

Proposed Use of Property: Photography studio and office space. Open concept layout with mobile work stations.

Please Complete the Following Chart:

Type of Development	Number of Units	Gross Floor Area	Number of Employees on Largest Shift
Detached Single Family			
Attached Residential			
Office	1		2
Commercial			
Industrial			
Other			

Professionals Who Prepared Plans:

A. Name: Shawn Lareau  
 Mailing Address: 3373 23rd St Wyandotte MI 48192

Email Address: Lareau Shawn@gmail.com  
 Telephone: 313 9749385 Fax: \_\_\_\_\_ Primary Design Responsibility: design sketch plans

B. Name: Musharaf MuzaFFar  
 Mailing \_\_\_\_\_ Address: \_\_\_\_\_

Email \_\_\_\_\_  
 Address: CEO gamma developer@gmail.com  
 Telephone: 092323510 Fax: 6059 Primary Design Responsibility: design and make site plan

C. Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Primary Design Responsibility: \_\_\_\_\_

**ATTACH THE FOLLOWING:**

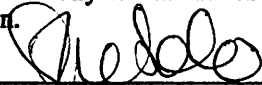
1. Eight (8) individually folded copies of the site plans, sealed by a registered architect, engineer, landscape architect or community planner as well as ONE (1) Electronic copy.
2. A brief written description of the existing and proposed uses, including but not limited to: hours of operation, number of employees on largest shift, number of company vehicles, etc.
3. Proof of property ownership.
4. Review comments or approval received from county, state, or federal agencies that have jurisdiction over the project, including but not limited to:
  - G Wayne County Road Commission
  - G Wayne County Health Division
  - G Michigan Department of Transportation
  - G Wayne County Drain Commission
  - G Michigan Department of Natural Resources
  - G Michigan Department of Environmental Quality

**PLEASE NOTE:** The applicant or a designated representative **MUST BE PRESENT** at all scheduled review meetings or the site plan may be tabled due to lack of representation.

Failure to provide true and accurate information on this application shall provide sufficient grounds to deny approval of a site plan application or to revoke any permits granted subsequent to site plan approval.

**APPLICANT ' SENDORSEMENT:**

All information contained herein is true and accurate to the best of my knowledge. I acknowledge that the Planning Commission will not review my application unless all information required in this application and the Zoning Ordinance have been submitted. I further acknowledge that the City and its employees shall not be held liable for any claims that may arise as a result of acceptance, processing, or approval of this site plan application.

 _____ Signature of Applicant	10-21-21 _____ Date
_____ Signature of Applicant	_____ Date
_____ Signature of Property Owner Authorizing this Application	_____ Date

<b>TO BE COMPLETED BY THE CITY</b>		Case No. _____
Date Submitted: _____	Fee Paid: _____	
By: _____	Date of Public Hearing: _____	
<b>PLANNING COMMISSION ACTION</b>		
Approved: _____	Denied: _____	Date of Action: _____



471 Southfield – Auto Repair

## Conceptual Site Plan Review

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Applicant	Mario Zuniga Morales, represented by Yogi Anand
Project	Auto Repair
Address	471 Southfield Rd. Lincoln Park, MI 48146
Date	August 11, 2021
Request	Conceptual Site Plan Review

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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 proposed project is an auto repair facility. The site has been operating as an auto repair facility for quite some time with no history of planning approvals, and the City has been treating it as a nonconforming use. The applicant proposes to add a new overhead door, which will remove the site's nonconforming status. Therefore, the current request will bring the property into conformance with the Zoning Ordinance.

#### *Site Conditions*

The site is located along Southfield Road, west of River Drive, and east of Elliot Avenue. There is a party store to the east of the property and a vacant lot to the west side of the property. The rear of the

building abuts a 16-ft. public alley that is unimproved. The site is served by a 6-ft. concrete sidewalk along Southfield Rd., and there is an existing parking lot onsite.

**Master Plan**

*Future Land Use Classification*

The future land use classification for the site is General Commercial. The proposed use of an Auto Repair Facility is consistent with the designation.

*Intent; Desirable Uses and Elements*

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.

**Land Use and Zoning**

*Zoning*

The site is zoned Municipal Business District (MBD). The proposed uses of an Auto Repair Facility is permitted after special approval under section 1278.03, listed below.

§1278.03 Uses Permitted After Special Approval

(d) Automotive repair stations, provided any outdoor storage of vehicles is screened in accordance with the standards of Section 1294.28, Screening.

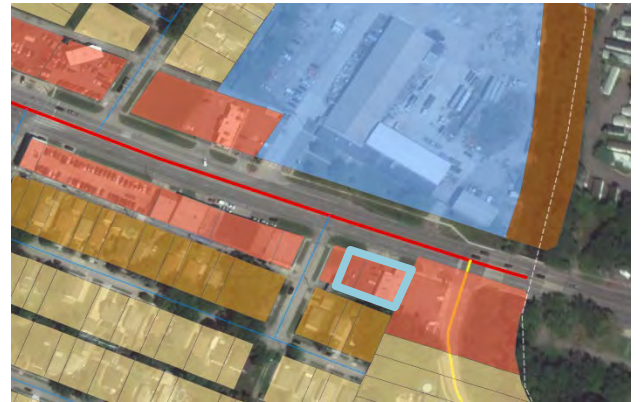


Figure 2: Zoning Map

*Proposed and Existing Uses*

<b>Site</b>	Commercial; Municipal Business District (MBD)
<b>North</b>	R.O.W then City Building; Community Service District (CSD)
<b>East</b>	Commercial; Municipal Business District (MBD)
<b>South</b>	Public Alley then Multiple Family Residential District (MFRD)
<b>West</b>	Vacant; Municipal Business District

**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
CS1	Cover Page	7/16/2021	–
G01	Site Plan	7/16/2021	–
G02	Location Plan	7/16/2021	–
S01	Floor Plan and Sections	7/16/2021	–
S01	Elevations 1	7/16/2021	–
S03	Elevations 2	7/16/2021	–

The site plan documents as submitted are not sufficient for site plan review. The site plan must have a proper scale (1"=20') with legible text and dimensions. Elevations must be scaled (1"=4') drawing done by a licensed design professional; images are not adequate for site plan elements or the elevations .

**Items to be addressed**

- Applicant shall provide properly scale plans and elevations with legible text and dimensions.

**Dimensional Standards**

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



	Required	Provided	Compliance
<b>Lot Width</b> (§1294.14)	Min. 40 ft.	~125 ft.	<b>Met</b>
<b>Street Frontage</b> (§1294.09)	Shrubbery and low retaining walls 2 ½' < height < 8'	No corners with proposed landscaping	<b>N/A</b>
<b>Lot Area</b> (§1294.14)	Min. 4,000 sq. ft.	~10,259 sq. ft.	<b>Met</b>
<b>Lot Coverage</b>	Max. 50%	~36%	<b>Met</b>
<b>Height</b>	Two story; 25 ft.	One story; ~16 ft.	<b>Met</b>
<b>Setback – Front</b> (§1294.14)	0 ft.	8 ft.	<b>Met</b>
<b>Setback – Sides</b> (§1294.14) (§1294.32)	0 ft. from adjacent propoerty line	1.4 ft. to east ~73 ft. to west	<b>Met</b>
<b>Setback – Rear</b> (§1294.14)	0 ft. adjoining public alley	0 ft.	<b>Met</b>

Items to be addressed

None

**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'</li> </ul>	Met
	
<p>Figure 3: Southfield Rd looking east</p>	
	
<p>Figure 4: Southfield Rd looking west</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>The elevations provided are not to scale and do not list building materials. Elevations for all four sides of the building are required.</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)</li> <li>• Natural colors (bright for decorative features only). <i>Building is bright blue and yellow.</i></li> </ul>	NOT MET
<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</li> </ul>	Met
<ul style="list-style-type: none"> <li>• Windows: vertical, recessed, visually obvious sills</li> <li>• Spaces between windows = columns, mullions, or material found elsewhere on façade</li> <li>• Front facades &gt; 25% windows <i>Elevations provided are not to scale, so cannot evaluate.</i></li> <li>• Size, shape, orientation, spacing to match buildings within 500'</li> </ul>	INQUIRY
<ul style="list-style-type: none"> <li>• Main entrances: doors larger</li> </ul>	Met

Required	Compliance
<ul style="list-style-type: none"> <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>Door pulls, peaked roof, larger windows in front.</i></li> </ul>	
<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</li> <li>Roof-top mechanical equipment screened by roof form. <i>Existing mechanical equipment located on the roof needs to be screened.</i></li> </ul>	<b>NOT MET</b>

Scaled elevations are needed to evaluate the standards for Building Design.

**Items to be addressed**

- Applicant shall provide elevations for all four sides of the building with the proper scale and building material details.*

**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-ft concrete sidewalk along Southfield Road which provides pedestrian circulation separated from the vehicular circulation. The existing sidewalk appears to have some cracks, and the applicant must bring it up to City standards. There are no bus stops on the portion of Southfield Rd abutting this site, and there are no bicycle facilities along the ROW or bicycle parking facilities proposed.

**Items to be addressed**

- Applicant shall ensure that existing and new 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.*

Use	Required	Proposed	Compliance
Automotive service stations	One (1) for each employee, plus one (1) for the owner and/or manager, plus two (2) for each service bay. <i>Employee: information not provided</i> <i>Manager/Owner = information not provided</i> <i>Service bay: 2X2 = 4</i>	6 shown but there appear to be more on the existing parking lot	<b>INQUIRY</b>

It is not possible to evaluate the proposed parking with the limited information provided. Employee and manager information is needed to determine how many parking spaces are required for the proposed use. The existing parking lot appears to have between 15 and 20 parking spaces, which conflicts with the proposed 6 spaces shown on the plan. The proposed parking spaces must meet the dimension requirements in the Zoning Ordinance and be shown and scaled properly on the site plan.

§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	Existing ingress and egress on Southfeild Rd. Existing concrete appears to be in very poor condition.	<b>NOT MET</b>
	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	Parking area is covered with asphalt though appears to be in poor condition.	<b>NOT MET</b>

	Required	Proposed	Compliance
	Concrete curbs and gutters	Concrete curbs and gutter are indicated on the site plan but no details provided.	INQUIRY
	When adjoining residential property and/or a residential street or alley: 6' solid masonry wall, ornamental on both sides, with bumper guards	No masonry wall proposed on rear end of property adjoining a residential alley.	NOT 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.	No masonry wall proposed on the rear end of property adjoining a residential alley to screen the parking area	NOT MET
	Entrance only from the adjoining principal use or adjoining alley; no use of street for backing or maneuvering	Entrance only from Southfield Rd.; there is ample space in the existing parking lot for 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 existing parking lot appears to have parking spaces facing Southfield Rd., which does not match the parking proposed. More details needed.	INQUIRY

**Items to be addressed**

- Applicant shall provide employee and manager details for the proposed use.
- Applicant shall provide accurate and scaled parking spaces, with the proper dimensions, on the site plan that accurately represent the existing parking lot.
- Applicant shall replace the existing concrete in the ingress and egress area and bring it up to City standards.
- Applicant shall replace any broken and cracked asphalt in the existing parking area.
- Applicant shall provide curb and gutter details.
- Applicant shall provide the required 6' solid masonry wall, ornamental on both sides, with bumper guards, on the rear end of the property line abutting the residential public alley.

**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 to 25	1	1 provided, but no dimensions	INQUIRY

**Items to be addressed**

- Applicant shall provide the one required barrier-free parking space that is 12’ wide and indicate the dimensions on the site plan.

**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
2,001 to 5,000	1	0	NOT MET

**Items to be addressed**

- Applicant shall provide the required loading space.

**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> </ul>	<ul style="list-style-type: none"> <li>• Existing one single-way and one two-way driveway on Southfield Rd.</li> </ul>	NOT MET
<ul style="list-style-type: none"> <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> </ul>	<ul style="list-style-type: none"> <li>• Two-way: 41’; One-way: 29.5’; Sidewalk continues</li> </ul>	NOT MET
<ul style="list-style-type: none"> <li>• 25’ radii; 30’ radii where daily truck traffic expected</li> </ul>	<ul style="list-style-type: none"> <li>• No radii provided</li> </ul>	INQUIRY N/A
<ul style="list-style-type: none"> <li>• Corner lots: one access point per street with &gt;100’ frontage</li> </ul>	<ul style="list-style-type: none"> <li>• Not applicable</li> </ul>	N/A
<ul style="list-style-type: none"> <li>• If frontage &gt;300’ and documented need (ITE), may allow additional access with design restrictions</li> </ul>	<ul style="list-style-type: none"> <li>• Not Applicable</li> </ul>	N/A
<ul style="list-style-type: none"> <li>• If frontage &gt;600’, max of 3 drives may be allowed; one with design restrictions</li> </ul>	<ul style="list-style-type: none"> <li>• Not Applicable</li> </ul>	N/A



Required	Provided	Compliance
<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>	Not Applicable	N/A
<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>	Not applicable	N/A
<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>	Drive is >700 ft. from nearest signalized intersection. Not applicable.	N/A
<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 = 150' driveway spacing</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>Closest drive is ~31 ft.</li> <li>There is a driveway across the street slightly offset, but both drives are existing</li> <li>Not Applicable</li> </ul>	<p>NOT MET</p> <p>NOT MET</p> <p>N/A</p>

The existing driveways do not meet the standards for width, radius, or number. Because the project is redeveloping an existing site, the Planning Commission has the authority to apply the standards to the maximum extent possible if it determines that compliance with all the standards of this section is unreasonable.

(4) For expansion and/or redevelopment of existing sites where the Planning Commission determines that compliance with all the standards of this section is unreasonable, the standards shall be applied to the maximum extent possible. In such situations, suitable alternatives which substantially achieve the purpose of this section may be accepted by the Planning Commission, provided that the applicant demonstrates that all of the following apply:

A. The size of the parcel is insufficient to meet the dimensional standards.

- B. The spacing of existing, adjacent driveways or environmental constraints prohibit adherence to the access standards at a reasonable cost.
- C. The use will generate less than five hundred (500) total vehicle trips per day or less than seventy-five (75) total vehicle trips in the peak hour of travel on the adjacent street, based on rates developed by the Institute of Transportation Engineers (ITE).
- D. There is no other reasonable means of access.

**Items to be addressed**

- Applicant shall provide driveway radii details.

**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 vehicles may access the building via Southfield Road. The Lincoln Park Police Department has reviewed this plan and indicates 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	There appears to be a 20-ft. greenbelt between Southfield Rd. and the sidewalk, though no details provided on plan.	<b>INQUIRY</b>

	Required	Proposed	Compliance
	1 tree and 4 shrubs per 40' of street frontage <i>Southfield Rd:</i> <i>125' of frontage = 3 trees and 13 shrubs</i> <i>30% Redevelopment Standard = 1 tree and 4 shrubs</i>	7 plantings indicated on plan, though it is unclear if they are trees or shrubs. As currently shown, plantings are in the sidewalk, which is not permitted. Details on plantings and location needed.	INQUIRY
	Where headlights from parked vehicles will shine into the ROW, may require a totally obscuring hedge	As presented, no parked vehicles will face the ROW; however, the current configuration of the parking lot has vehicles facing ROW. An accurate representation of the parking area is required, as indicated in the Parking section.	INQUIRY
Interior Landscaping	10% of total lot area landscaped, including groundcover <i>(~10,259 sf*0.1) = 1,026 sf landscaping</i> <i>30% Redevelopment Standard = 308 sf landscaping</i>	Plan shows green rectangles that are presumably landscaped areas. Dimensions and details on location and type of landscaping required.	INQUIRY
	Interior landscaping to be grouped near entrances, foundations, walkways, service areas	As currently shown, plantings are in the sidewalk, which is not permitted. Details on plantings and location needed.	INQUIRY
	1 tree per 400 sf of required landscaping and 1 shrub per 250 sf of required landscaping <i>30% Redevelopment Standard = 0 trees and 1 shrub</i>	7 plantings indicated on plan, though it is unclear if they are trees or shrubs. As currently shown, plantings are in the sidewalk, which is not permitted. Plan shows green rectangles that are presumably landscaped areas, though no details or dimensions provided. Details on plantings and location needed.	INQUIRY
Parking Lot	1 deciduous or ornamental tree per 10 parking spaces <i>Cannot determine because number of parking spaces is unknown.</i>	The existing parking lot appears to have 15-20 spaces, though the plan shows six spaces. An accurate representation of the parking area is required, as indicated in the Parking section, in order to determine the	INQUIRY
	100 sf of planting area per tree		

	Required	Proposed	Compliance
		parking lot landscaping requirements.	
Screening	Waste receptacle: Decorative masonry wall of at least 6' with solid or impervious gate	6' CMU wall proposed to screen dumpster.	Met
	Abutting residential: greenbelt, 15' with 5' evergreens (PC may waive); solid 6' masonry wall ornamental on both sides	No masonry wall proposed.	NOT MET

The landscaping plan as submitted does not contain sufficient detail to evaluate for compliance with the Zoning Ordinance. The applicant only needs to meet 30% of the landscaping requirements for the redevelopment of an existing site. There are green rectangles that presumably represent landscaped areas, though no dimensions or details of these areas are provided. There are seven plantings indicated on plan, though it is unclear if they are trees or shrubs. As currently shown, plantings are in the sidewalk, which is not permitted. Additionally, an accurate representation of the parking area is required, as indicated in the Parking section, in order to determine the parking lot landscaping requirements.

**Items to be addressed**

- Applicant shall provide a detailed and properly scaled landscaping plan indicating total landscaped area, tree and bush types, proper locations and dimensions of proposed landscaping, and the required greenbelt.
- Applicant shall provide accurate and scaled parking spaces, with the proper dimensions, on the site plan that accurately represent the existing parking lot.
- Applicant shall provide the required 6' solid masonry wall on the rear end of the property line abutting the residential public alley.

**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 comply with soil erosion control standards.

**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. No new water line or sanitary sewer systems are proposed for the site. If the existing sanitary sewer is going to be reused, the architect should verify that the existing sanitary service is adequate to handle the required flows for the building's use. If it is being reused, it is important that the developer realize this existing sanitary service is old and may have reached its life expectancy. It is highly recommended that the existing sanitary sewer service be videotaped to determine the condition of the service lead. If the existing water service is being reused, it is important that the developer realize this existing water service is also old and may have reached its life expectancy. If the existing service is a lead-type service, it will need to be replaced. The design professional must verify the existing water service type, size, and lead capacity and should verify that the existing service is adequate to handle the required flows.

#### Items to be addressed

- The applicant shall verify that the existing sanitary service is adequate to handle the required flows for the building's use.*
- It is highly recommended that the existing sanitary service be videotaped to determine the condition of the service lead.*
- Applicant shall verify the existing water service type, size, and lead capacity and shall verify that the existing service is adequate to handle the required flows.*

#### 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 on the site.

#### Items to be addressed

- Applicant shall work with the City Engineer to review stormwater 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.

#### Items to be addressed

- Applicant shall provide details on existing and proposed lighting.*

- *If new lighting is proposed, 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 indication of 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 existing roof-top mechanical equipment that is not screened. Should the existing equipment be replaced, it would need to be screened in accordance with Ordinance requirements.

### 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 proposed use is expected to generate some quantity of hazardous materials or waste. Applicant shall provide documentation of compliance with State and Federal standards for storage, use, handling, and disposal.

Items to be addressed

- Applicant shall provide documentation of compliance with State and Federal standards for storage, use, handling, and disposal of hazardous materials and waste.

**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'	~125 ft.	NOT MET
	Minimum area of 15,000 sf	~10,259 sq. ft.	NOT MET
Setbacks	Building >40' from street lot line Building >15' from side or rear lot line adjoining residential zoning (may abut open alley)	8 ft. from Southfield Abuts open alley	NOT 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	2-way drive: 21 ft. 1-way drive: 12.5 ft.	Met
	1 curb cut per street	Two curbcuts	NOT MET
	>20' from corner or exterior lot line	~37 ft. to east lot line ~30 ft. to west lot line	Met
	>30' from other driveway	6 ft. between two existing drives at the curb (tapers to 25 ft. at the sidewalk)	NOT MET
	6" curb along all street lot lines	Curb labeled on plan, but no details provided.	INQUIRY
Paved Areas	Hard surfaced; curbs along landscape	Hard surfaced, though in poor condition; no curbs along landscaping	NOT MET
Equipment Location	Lubrication equipment, motor vehicle washing equipment, hydraulic hoists and pits enclosed entirely within a building	No proposed equipment outside.	Met
	Gasoline and fuel pumps >15' from any lot line	Not applicable	N/A
	Vehicles shall not be serviced while overhanging public sidewalk, street, or right of way.	No proposed outdoor service area.	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	Proposed use does not include fuel sales. Not applicable.	N/A
	2 additional gasoline and fuel pumps and/or 1 enclosed stall for each additional 2,000 sf of lot area over 15,000		

	Required	Proposed	Compliance
Walls	Where adjoining residential district: 6' solid, ornamental, masonry wall along interior or alley lot line	No masonry wall proposed.	NOT MET
	Trash areas, tires, parts, etc. enclosed on all sides by 6' masonry wall	6' CMU wall proposed to screen dumpster.	Met
	Walls: same materials as principal building; brick, decorative block, pre-cast concrete with decorative pattern; painted principal building color scheme	Proposed CMU wall to screen dumpster, though no color details provided. No masonry wall proposed adjoining residential district.	INQUIRY
	Protected by curb or vehicle barrier	No curb provided at rear of property, though there appear to be existing bumper blocks. More details needed.	INQUIRY
	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	No proposed outdoor service area.	Met
	No storage of parts, trash, supplies, or equipment outside of a building	No proposed outdoor storage area.	Met
	Vehicle storage generally limited to private passenger automobiles between 10pm-7am; see 1294.14 for exceptions	No proposed vehicle storage.	Met

The existing site does not meet the standards for lot area and frontage, setbacks, and number of driveways. Because this is an existing site, the City has historically permitted these conditions to remain.

**Items to be addressed**

- Applicant shall provide curb and gutter details.
- Applicant shall provide the required 6' solid masonry wall on the rear end of the property line abutting the residential public alley.
- Applicant shall replace any broken and cracked asphalt in the existing parking area.
- Applicant shall provide details on existing and proposed curb and/or vehicle barriers in the parking lot.



## 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.*

Southfield Road is under the jurisdiction of Wayne County. All work within the right-of-way shall be approved by the Wayne County Road Commission.

### Items to be addressed

- Work in the Southfield Road right of way requires a permit from the Wayne County Road Commission.*
- Applicant to secure all appropriate agency reviews as needed.*

## VARIANCES

No variances are anticipated from this proposal.

### Items to be addressed

*None*

## RECOMMENDATIONS

### Findings

There is a substantial amount of information still needed in order for this proposal to be in compliance with §1296.01, Site Plan Review. The site plan documents as submitted are not sufficient for site plan review and must be properly scaled with legible text and dimensions.

### Conditions and Waivers

- Applicant shall provide properly scale plans and elevations with legible text and dimensions.*
- Applicant shall provide elevations for all four sides of the building with the proper scale and building material details.*
- Applicant shall ensure that existing and new concrete sidewalks are brought up to City standards.*
- Applicant shall provide employee and manager details for the proposed use.*
- Applicant shall provide accurate and scaled parking spaces, with the proper dimensions, on the site plan that accurately represent the existing parking lot.*
- Applicant shall replace the existing concrete in the ingress and egress area and bring it up to City standards.*
- Applicant shall replace any broken and cracked asphalt in the existing parking area.*
- Applicant shall provide curb and gutter details.*
- Applicant shall provide the required 6' solid masonry wall, ornamental on both sides, with bumper guards, on the rear end of the property line abutting the residential public alley.*

- Applicant shall provide the one required barrier-free parking space that is 12' wide and indicate the dimensions on the site plan.
- Applicant shall provide the required loading space.
- Applicant shall provide driveway radii details.
- Applicant shall provide a detailed and properly scaled landscaping plan indicating total landscaped area, tree and bush types, proper locations and dimensions of proposed landscaping, and the required greenbelt.
- Applicant shall provide the required 6' solid masonry wall on the rear end of the property line abutting the residential public alley.
- Applicant shall work with the building superintendent, City Engineer, and Lincoln Park Department of Public Services to comply with soil erosion control standards.
- The applicant shall verify that the existing sanitary service is adequate to handle the required flows for the building's use.
- It is highly recommended that the existing sanitary service be videotaped to determine the condition of the service lead.
- Applicant shall verify the existing water service type, size, and lead capacity and shall verify that the existing service is adequate to handle the required flows.
- Applicant shall work with the City Engineer to review stormwater system to determine the appropriate permitting process.
- Applicant shall provide details on existing and proposed lighting.
- If new lighting is proposed, 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.
- Applicant shall work with the Building Department to ensure signs comply with the Lincoln Park Sign Ordinance.
- Applicant shall provide documentation of compliance with State and Federal standards for storage, use, handling, and disposal of hazardous materials and waste.
- Applicant shall provide curb and gutter details.
- Applicant shall provide details on existing and proposed curb and/or vehicle barriers in the parking lot.
- Work in the Southfield Road right of way requires a permit from the Wayne County Road Commission.
- Applicant to secure all appropriate agency reviews as needed.

### Recommendations

None. Advisory Only

Mario Zuninga Morales

**Proposed Business**  
**ZUNINGA TIRE**

On Existing Property at  
471 Southfield  
Lincoln Park MI

**BILL OF SALE**

File No.: 2024005

FOR A VALUABLE CONSIDERATION, I, THE UNDERSIGNED, HEREBY ASSIGN, SET OVER AND SELL TO:  
Mario Zuninga Morales

ALL OF THE FOLLOWING GOODS LOCATED IN THE PREMISES AT:  
489-471 Southfield, Lincoln Park, MI 48146

ALL PREPRINTED ITEMS ON PURCHASE AGREEMENT ALONG WITH THE FOLLOWING:  
As stated in the purchase agreement.

I ACCEPT THE ABOVE AS TRUE AND CORRECT. DATED AND ACKNOWLEDGED ON AUGUST 12, 2020

SELLER(S):  
Ajouz Real Estate, LLC, a Michigan limited liability company  
BY: *Baha Ajouz*  
Baha Ajouz  
Es. Sole Member

BUYER(S):  
*Mario Zuninga M.*  
Mario Zuninga Morales

Property Transfer Affidavit

1. Street Address of Property: 489-471 Southfield

2. County: Wayne

3. Date of Transfer (in last column only): August 12, 2020

4. Location of Real Estate (Check appropriate field and enter name in the space below):  
 City  Township  Village  
Lincoln Park

5. Purchase Price in Real Dollars: \$181,000.00

6. Seller's (Transferor's) Name: Ajouz Real Estate, LLC, a Michigan limited liability company

7. Buyer's (Transferee's) Name and Mailing Address: Mario Zuninga Morales, 2000 Whitaker Ct., Detroit, MI 48209

8. Buyer's (Transferee's) Taxpayer Number:

9. Property Identification Number (PIN): 45-008-02-0001-001 and 45-008-02-0004-001

10. Type of Transfer:  Conveyance  Lease  Deed  Other (specify)

11. Was property purchased from a financial institution?  Yes  No

12. Is the transfer between related persons?  Yes  No

13. Amount of Cash Payment:

14. If you financed the purchase, did you pay a building rate of interest?  Yes  No

15. Amount Financed (Borrowed):

**EXEMPTIONS**

Certain types of transfers are exempt from stamping. If you believe this transfer is exempt, indicate below the type of exemption you are claiming. If you claim an exemption, your assessor may require more information to support your claim.

- Transfer from one spouse to the other spouse.
- Change in ownership solely to exclude or include a spouse.
- Transfer between certain family members (see page 2).
- Transfer of that portion of a property subject to a life lease in the estate (until the life tenant or life estate expires).
- Transfer between certain family members of that portion of a property after the expiration or termination of a life estate or life lease (subject to transfers \*\* (see page 2)).
- Transfer to effect the foreclosure or foreclosure of real property.
- Transfer by redemption from a tax sale.
- Transfer into a trust where the settlor or the settlor's spouse conveys property to the trust and is also the sole beneficiary of the trust.
- Transfer resulting from a court order unless the order specifies a monetary payment.
- Transfer creating or ending a joint tenancy if at least one person is an original owner of the property (in her/his spouse).
- Transfer to establish or release a security interest (collateral).
- Transfer of real estate through normal public trading of stock.
- Transfer between entities under common control or among members of an affiliated group.
- Transfer resulting from transactions that qualify as a tax-free reorganization under Section 368 of the Internal Revenue Code.
- Transfer of qualified agricultural property when the property remains qualified agricultural property and affidavit has been filed.
- Transfer of qualified forest property when the property remains qualified forest property and affidavit has been filed.
- Transfer of land with qualified conservation easement (land only - no improvements).
- Other (specify):

**CERTIFICATION**

I certify that the information above is true and correct to the best of my knowledge.

Printed Name: *Mario Zuninga M.*

Signature: *Mario Zuninga M.*

Name and title, if signer is other than the debtor: *Mario Zuninga M.*

Date: August 12, 2020

Phone Number: 313-727-5414

Street Address:

DRAWING

ZunM1J2001ygd-G01

ZunM1J2001ygd-G02

ZunM1J2001ygd-S01

ZunM1J2001ygd-S02

ZunM1J2001ygd-S03

TITLE

SitePlan

Location Plan

FloorPlan And Sections

Elevations 1

Elevations 2

Lot Area 10259.4 sft = 0.235 acre

Building Area 3646.6 sft = 0.0837 acre

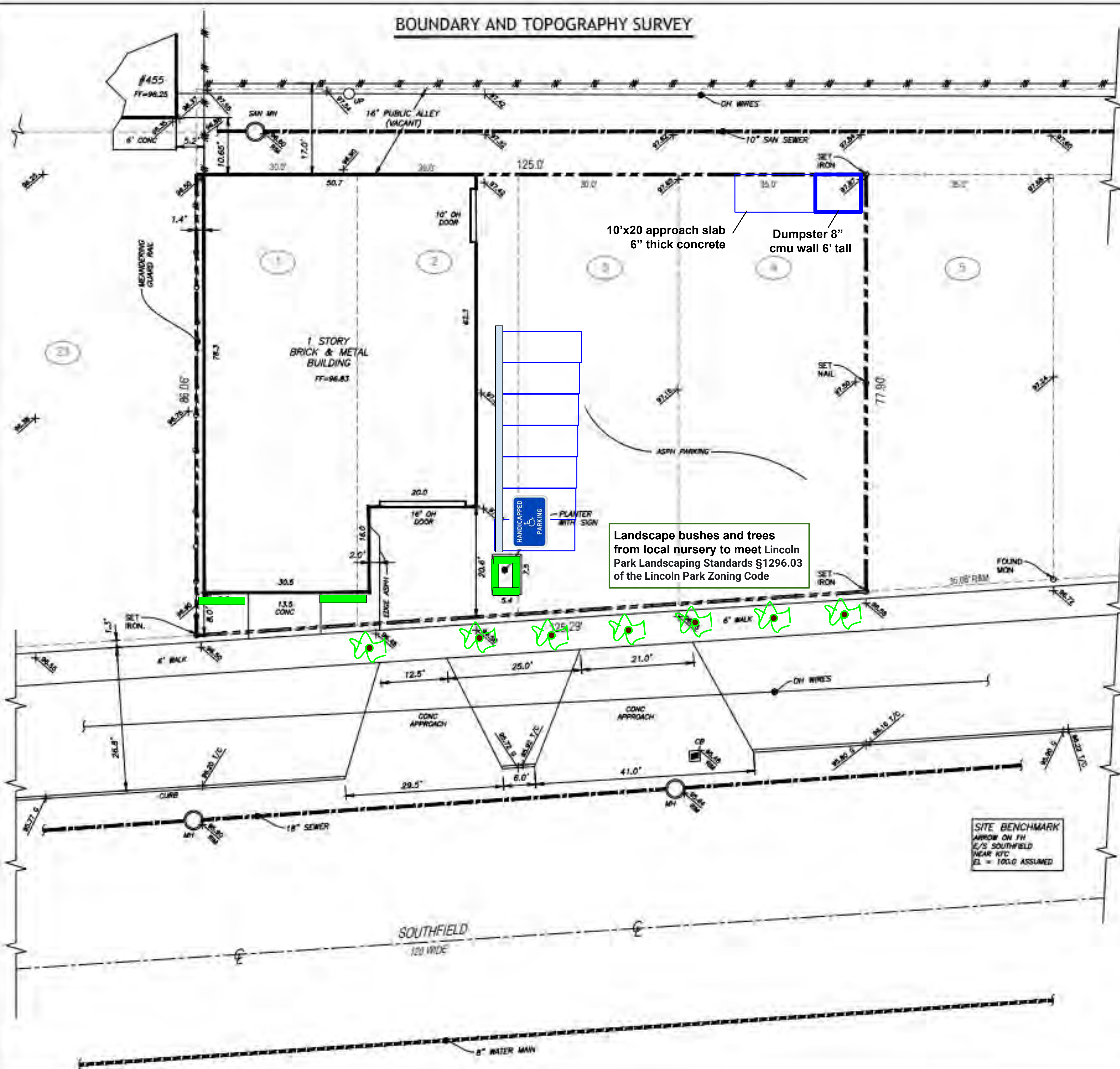


Yogi Anand, DEng, P.E.  
+1-248-766-1546  
yogia1@gmail.com

Mario Zuninga  
313-727-5414  
zmc.mason@gmail.com

ZunM1J2001ygd-CS1  
(CoverSheet)  
Jul-16-2021)

**BOUNDARY AND TOPOGRAPHY SURVEY**



**LEGEND:**

- CITYLINE
- PROPERTY LINE
- SEWER MAIN
- WATER MAIN
- OH WIRE
- DUSTING GRADES
- TOP OF CURB
- GUTTER
- FINISH FLOOR
- FINISH GRADE
- CENTERLINE
- MANHOLE
- CATCH BASIN
- UTILITY POLE
- LOT NUMBER

**LEGAL DESCRIPTION:**

LOTS 1-4 AS DESCRIBED:  
 LOT 1, EXCEPT THE NORTH PART THEREOF MEASURING 31.27 FEET ON THE WEST LINE OF AND 29.22 FEET ON THE EAST LINE, OF EMPIRE GARDENS.  
 LOT 2, EXCEPT THE NORTH PART MEASURING 33.33 FT ON THE WEST LINE AND 31.27 FEET ON THE EAST LINE, OF EMPIRE GARDENS.  
 LOT 3, EXCEPT THE NORTH PART OF LOT 3 MEASURING 33.33 FT ON THE EAST LOT LINE AND 35.39 FT ON THE WEST LOT LINE, OF EMPIRE GARDENS.  
 LOT 4, EXCEPT THE NORTHERLY PART MEASURING 37.80 FT ON THE WEST LINE AND 35.39 FT ON THE EAST LINE OF, EMPIRE GARDENS.  
 BEING MORE PARTICULARLY DESCRIBED AS BEING ALL THAT PART OF LOT 2 OF SAID SUBDIVISION WHICH LIES SOUTH OF THE SOUTH RIGHT-OF-WAY LINE OF SOUTHFIELD ROAD, 120 FT WIDE, AS NOW ESTABLISHED, SAID RIGHT OF WAY LINE INTERSECTS THE LINE COMMON TO LOTS 1 AND 2, 31.27 FT SOUTH OF THE FRONT CORNER COMMON TO SAID LOTS 1 AND 3, AND 33.33 FT SOUTH OF THE FRONT CORNER COMMON TO LOTS 2 AND 3, OF EMPIRE GARDENS SUBDIVISION.  
 AS RECORDED IN LIBER 33 OF PLATS, PAGE 97 WAYNE COUNTY RECORDS.  
 DESCRIBED FOR TAX PURPOSES AS:  
 PART OF LOTS 1, 2, AND 3, MEASURING 86.08 FT ON EASTERLY LINE OF LOT 1 AND 80.21 FT ON THE WESTERLY LINE OF LOT 3, EMPIRE GARDENS SUBDIVISION, AS RECORDED IN LIBER 33 OF PLATS, PAGE 97, WAYNE COUNTY RECORDS.  
 TAX ITEM NO: 45-008-02-0001-001 AND 45-008-02-0004-001

**CERTIFICATE:**

WE HEREBY CERTIFY THAT WE HAVE SURVEYED THE PARCEL HEREON DELINEATED IN ACCORDANCE WITH THE LEGAL DESCRIPTION AS FURNISHED BY YOU AND BOUNDARIES AND CORNERS OF SAID PARCEL ARE AS INDICATED HEREIN AND THAT THEIR EXISTS NO ENCROACHMENTS UPON SAID PARCEL EXCEPT AS OTHERWISE NOTED.

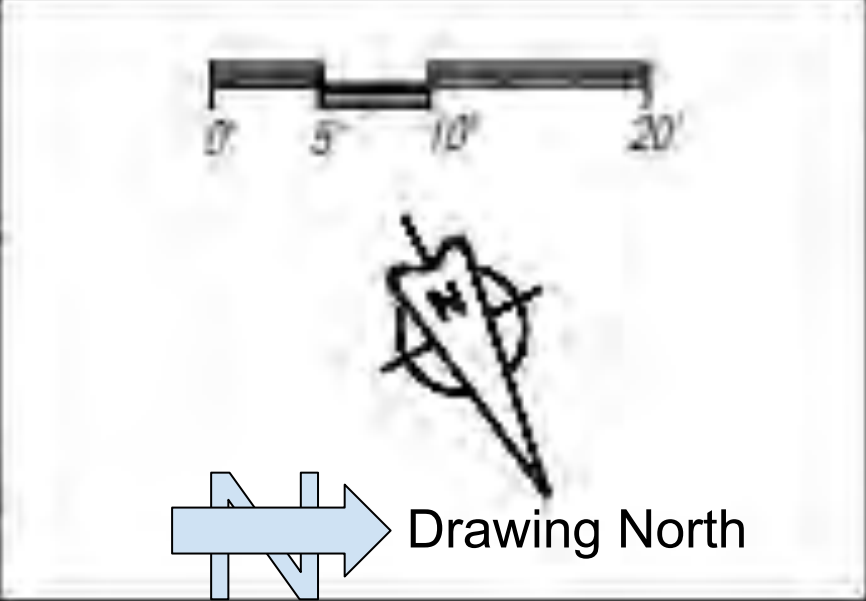
BY: P.S. #53493

**3 WORKING DAYS BEFORE YOU DIG CALL MISS DIG 1-800-482-7171**  
 FOR FREE LOCATION OF PUBLIC UTILITY LINES

**UTILITY NOTE:**  
 PLEASE NOTE THAT ALL UTILITY INFORMATION WAS OBTAINED FROM EITHER VARIOUS UTILITY COMPANIES AND/OR THE MUNICIPALITIES. THE LOUIS CANTOR COMPANY TAKES NO RESPONSIBILITY FOR THE ACCURACY OR COMPLETENESS THEREOF.

**NOTE:**  
 IF A CURRENT TITLE POLICY WAS NOT ISSUED TO THE LOUIS CANTOR COMPANY AT THE TIME OF THE SURVEY WE TAKE NO RESPONSIBILITY FOR EASEMENTS AND/OR ENCUMBRANCES AFFECTING THE SUBJECT PROPERTY.

**LOUIS CANTOR COMPANY**  
 17600 NORTHLAND PARK CT., SUITE 201  
 SOUTHFIELD, MI 48075  
 LOUISCANTOR2@CS.COM  
 248-559-7840 FAX 248-559-4504



DATE	ISSUED FOR

**ENGINEER:**  
 YOGI ANAND, DEng, P.E.  
 +1-248-766-1546  
 yogia1@gmail.com

**OWNER:**  
 MARIO ZUNIGA MORALES  
 313-727-5414  
 zmc.mason@gmail.com

**ADDRESS:**  
 471 SOUTHFIELD RD  
 LINCOLN PARK, MI

**DRAWING TITLE:**  
 BOUNDARY AND TOPOGRAPHY SURVEY

SCALE:	AS SHOWN
DATE:	5/3/2021
DRAWN BY:	R MARBLE
SURVEY:	41-67

**DRAWING NUMBER:**  
 ZunM1J2001ygd-G01  
 (Site Plan)



PICTORIAL SITE PLAN

This is specialty work and shall be done by licensed engineers and in the type of work. All work to be done keeping safety of property owners and structure in mind to comply with all pertinent regulations.

IF ANYTHING UNUSUAL (DISPECT IS FOUND) WHEN TRENCH WAS OPENED UP IN THE FIELD THE PROJECT MANAGER IS TO BE NOTIFIED IMMEDIATELY. PROJECT MANAGER WILL THEN CONTACT THE ENGINEER IF SO NEEDED. THE LAYOUT AND DIMENSIONS ARE PROJECT CONSTRUCTION/DRAWINGS.

**BACKGROUND**  
THIS FORMERLY 14700 LINE FACILITY IS RECONFIGURED AS THE STORY BY NEW LAYOUT.

**DESIGNER**  
BASED ON THE INFORMATION PROVIDED TO ME BY ENGINEERING & CONSULTING MY PRACTICAL EXPERIENCE, I BELIEVE THAT WITH PROPERLY TRENCH AS SHOWN ON THIS DRAWING CARRIED OUT IN A WORKMAN-LIKE MANNER, THE STRUCTURAL SYSTEM WILL CARRY ALL THE ANTICIPATED LOADS AND LOADS SAFELY AND SECURELY.

Draw and Project Manager: Wally Longest  
wally\_longest@gmail.com

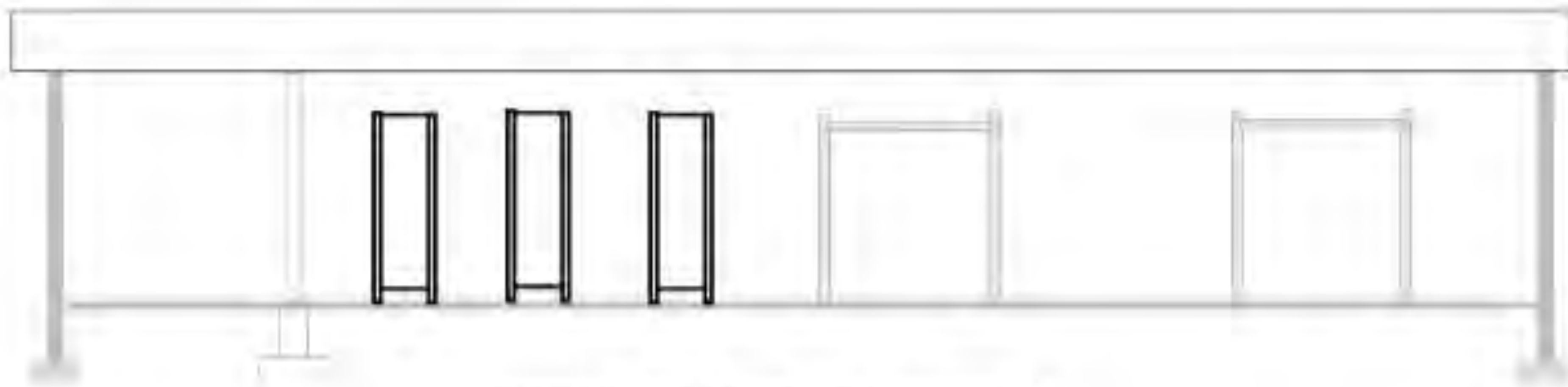
**NOTE:**  
STRUCTURAL STEEL: E-10116 HANWAY  
WELDED 3/4" DIA BARS WITH BEARING CONNECTION  
WELDED 3/4" DIA BARS WITH BEARING CONNECTION



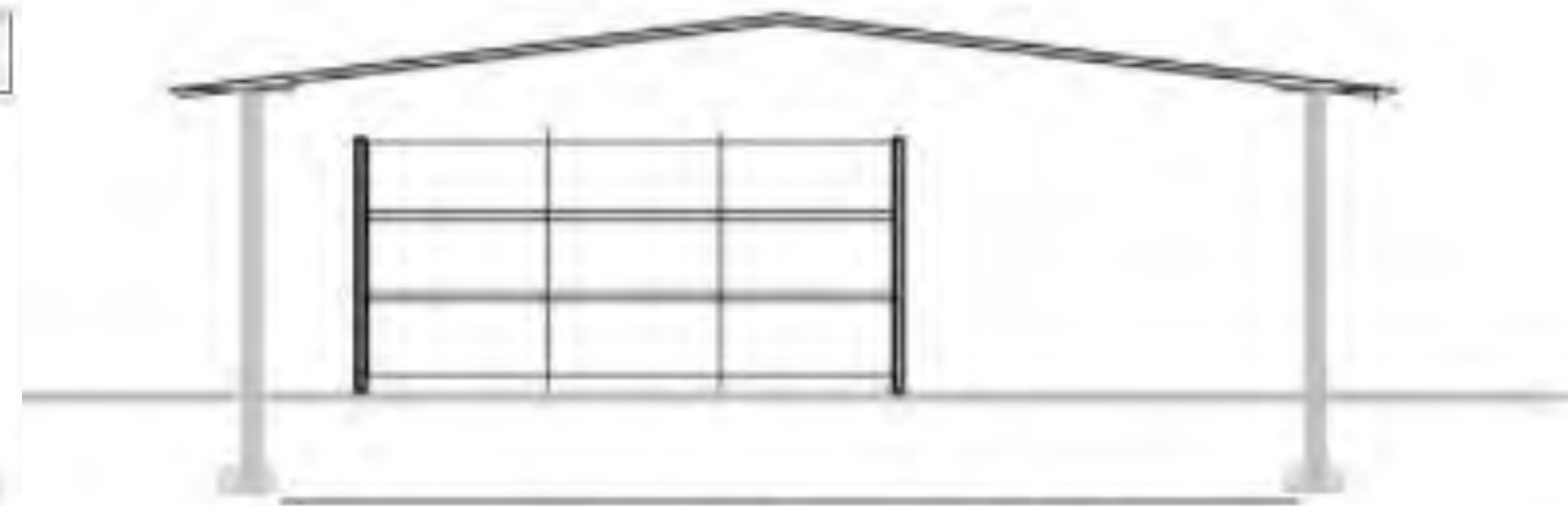
**ADVANCE COPY**

Existing Building/Structure:  
4711 Eastman  
Lubbock, Texas 79401

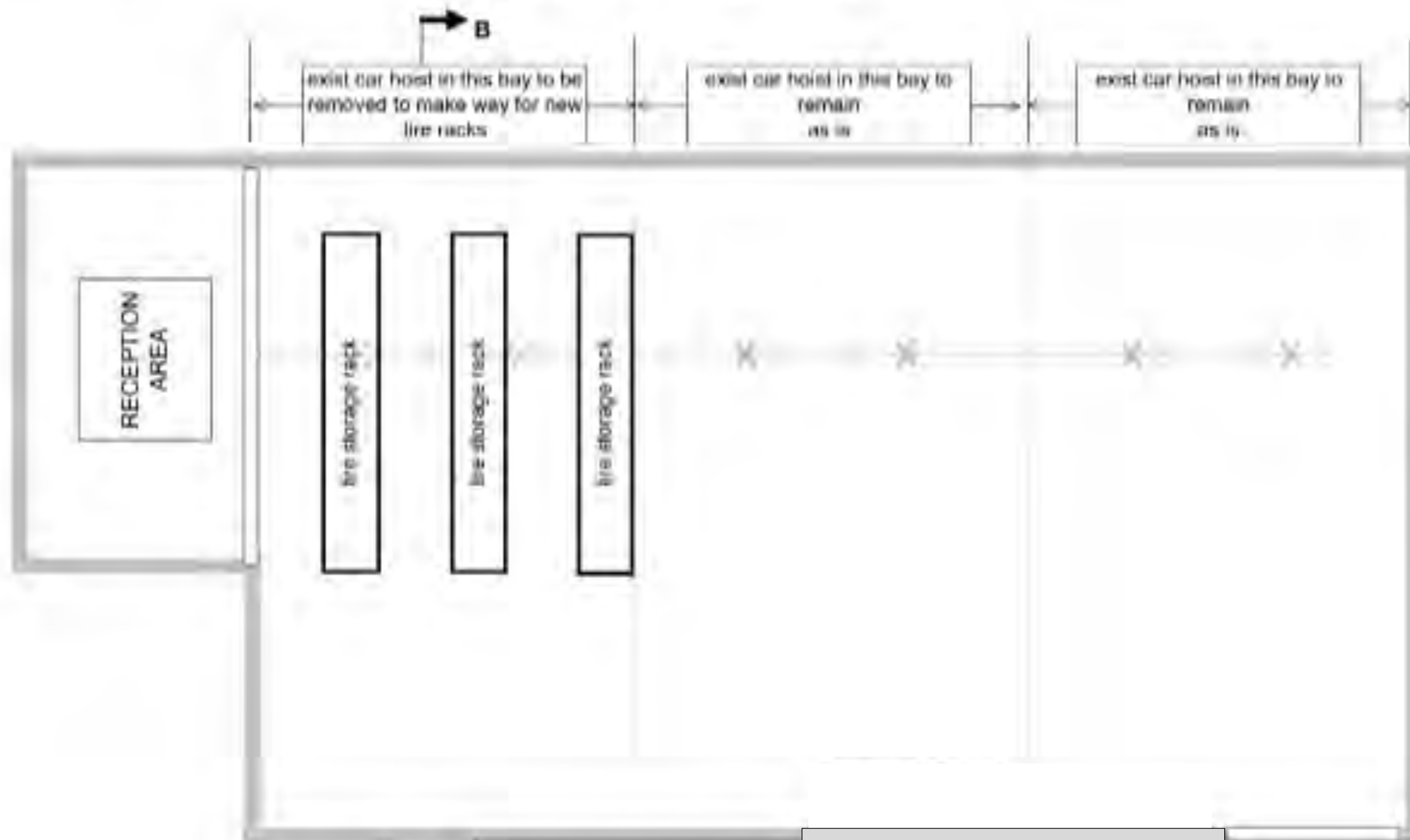
ZunM1J2001ygd-G02  
(Location Plan)



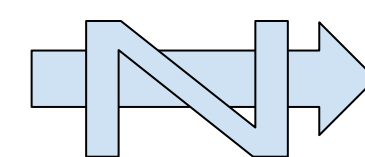
DIAGRAMMATIC LONGITUDINAL SECTION A-A



DIAGRAMMATIC CROSS SECTION B-B



FLOOR PLAN



Drawing North



ADVANCE COPY

NOTE:  
 STRUCTURAL STEEL:  $F_y > 36$  ksi minimum  
 BOLTS: 3/4" DIA ASTM A325 SHEAR CONNECTION  
 WELDS: 3/16" MINIMUM FILLET -- E70 ELECTRODE



This is specialty work and needs to be done by personnel experienced in this type of work. All work is to be done keeping safety of occupants workers and structures in mind to comply with all pertinent regulations.

IF ANYTHING UNUSUAL /SUSPECT IS FOUND WHEN THINGS ARE OPENED UP IN THE FIELD, THE PROJECT MANAGER IS TO BE NOTIFIED IMMEDIATELY. PROJECT MANAGER WILL THEN CONTACT THE ENGINEER IF SO NECESSARY FOR LAYOUT AND DIMENSIONS SHOWN PROJECT CONSTRUCTION DRAWINGS.

**BACKGROUND**

THIS FORMERLY AUTO CARE FACILITY IS BEING MODIFIED AS TIRE STORE BY NEW OWNER

**RESOLUTION**

BASED ON THE INFORMATION PROVIDED TO ME, MY ENGINEERING JUDGMENT AND MY PRACTICAL EXPERIENCE, I BELIEVE THAT WITH INSTALLATION WORK AS SHOWN ON THIS DRAWING CARRIED OUT IN A WORKMAN LIKE MANNER, THE STRUCTURAL SYSTEM WILL CARRY ALL THE INTENDED DEAD AND LIVE LOADS SAFELY AND SECURELY.

Client and Project Manager: Mario Zuriga-Monreal  
 2710.razon@gmail.com

Existing Building Modification  
 471 Southfield  
 Livonia Park MI

ZunM1J2001ygd-S01  
 (Floor Plan and Sections)

AFAMCO Enterprises LLC - Rochester Hills MI  
 www.afamco.com 1-248-995-0444



SINGLE STORY  
BUILDING  
NOMINALLY  
16' TALL WITH  
PAINTED METAL  
SIDING

FRONT (EAST) ELEVATION



SINGLE STORY  
BUILDING  
NOMINALLY  
16' TALL WITH  
PAINTED METAL  
SIDING

SIDE (NORTH) ELEVATION

IF ANYTHING CRITICAL SUSPECT IS FOUND SHOW  
EVIDENCE AND REPORT UPON THE FILED. THE PROJECT  
MANAGER IS TO BE NOTIFIED IMMEDIATELY ...  
PROJECT MANAGER (M) THEN CONTACT THE  
ENGINEER IN CHARGE ...  
FOR LAYOUT AND OBSERVING THE PROJECT  
CONSTRUCTION DRAWINGS

This is specialty work and needs to be done by  
personnel experienced in the type of work.  
All work is to be done keeping safety of workers  
system and structure in mind to comply with all  
pertinent regulations.

NOTE:  
STRUCTURAL STEEL - 7y HSB 100 I-beam  
with 7x10 20F 100-100 20F 100-100 20F 100-100  
with 10 20F 100-100 20F 100-100 20F 100-100

**Background**  
This building is to be used for storage of  
equipment at the store by new owner.

**Notes**  
BASED ON THE INFORMATION PROVIDED TO ME BY  
ENGINEERING JUDICIOUSLY IN PRACTICE  
AND/OR AS A RESULT OF VISUAL INSPECTION  
AND/OR AS A RESULT OF VISUAL INSPECTION  
SYSTEM WILL CARRY ALL THE INTENDED LOAD AND  
LIVE LOADS SAFELY AND SECURELY



Owner and Project Manager: Mark Longbottom  
marklongbottom@gmail.com

Design/Building Engineers  
477 Sycamore  
Jacksboro, MS 39237

ZunM1J2001ygd-S02  
(Elevations 1)

ISSUED FOR THE PROJECT  
ISSUED FOR THE PROJECT  
ISSUED FOR THE PROJECT



SIDE (SOUTH) ELEVATION



REAR (WEST) ELEVATION showing North-West corner

IF ANYTHING UNUSUAL SUSPECT IS FOUND SHOW THEM AND OPENED UP TO THE FIELD. THE PROJECT MANAGER IS TO BE NOTIFIED IMMEDIATELY... PROJECT MANAGER WILL THEN CONTACT THE ENGINEER... FOR LAYOUT AND CHARACTERISTICS SEE PROJECT CONSTRUCTION DRAWINGS

This is specialty work and needs to be done by personnel experienced in this type of work. All work is to be done keeping safety of workers, systems and structure in mind to comply with all relevant regulations.

NOTE: STRUCTURAL STEEL TO BE AS PERMANENTLY TO BE SET IN PLACE WITH SHOCKING CONNECTIONS PER PERMITS. PERMITTING TO BE OBTAINED FROM

REVISIONS: REVISION 1: ADDITIONAL WORK MODIFIED AT THE SCENE BY NEW OWNER.

BASED ON THE INFORMATION PROVIDED TO ME BY ENGINEERING JUDGMENT AND PRACTICAL KNOWLEDGE. I HAVE NOT TESTED OR INSPECTED WORK OR MATERIALS OR THEIR CONNECTIONS OR SYSTEMS. THE DESIGNATED SYSTEM WILL CARRY ALL THE INTENDED SURF AND LIVE LOADS SAFELY AND SECURELY.



Owner and Project Manager: Matt Zuppa/James  
mzuppa@gmail.com

Design Drafting Professionals  
411 S. Summit  
Cleveland, OH 44115

ZunM1J2001ygd-S03  
(Elevations 2)

1/22/2024  
1/22/2024  
1/22/2024



## Elizabeth Gunden

---

**From:** Ray Watters <RWatters@citylp.com>  
**Sent:** Friday, July 23, 2021 9:45 AM  
**To:** Elizabeth Gunden  
**Subject:** Re: Conceptual Site Plan Review Request: 471 Southfield - Auto Repair

The police department has no issues with the repair shop at 471 Southfield moving forward.

Chief R.Watters

---

**From:** Elizabeth Gunden <egunden@bria2.com>  
**Sent:** Thursday, July 22, 2021 9:09 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@engineers.com <jdhollandsworth@engineers.com>  
**Subject:** Conceptual Site Plan Review Request: 471 Southfield - Auto Repair

Hello!

Please find attached a set of plans for an auto repair establishment at 471 Southfield. This is for conceptual review only at this point. Comments are appreciated by reply to this email by Wednesday, July 28<sup>th</sup>. Thank you!

Liz Gunden. AICP  
Project Planner

**Beckett&Raeder, Inc.**

*Making Great Places for over 50 Years*

535 West William St Suite 101  
Ann Arbor, MI 48103

Office: 734.663.2622  
Direct Line: 734.239.6615

Petoskey, MI 231.347.2523  
Traverse City, MI 231.933.8400  
Toledo, OH 419.242.3428

Please visit us at [www.bria2.com](http://www.bria2.com)

RECEIVED

OCT 13 2020

Case No. PPC20-0009

CITY OF LINCOLN PARK  
BUILDING DEPARTMENT  
City of Lincoln Park

Date Submitted \_\_\_\_\_

APPLICATION FOR SITE PLAN REVIEW

NOTICE TO APPLICANT: Applications for Site Plan Review by the Planning Commission must be submitted to the City in substantially complete form at least thirty (30) days prior to the Planning Commission's meeting at which the proposal will be considered. The application must be accompanied by the data specified in the Zoning Ordinance and Site Plan Review Guidelines, including fully dimensioned site plans, plus the required review fees. Regular meetings of the Planning Commission are held on the second Wednesday of each month at 7:00 p.m. All meetings are held at the Lincoln Park City Hall, 1355 Southfield Road, Lincoln Park, Michigan 48146. Phone number (313) 386-1800; Fax (313) 386-2205.

TO BE COMPLETED BY APPLICANT:

I (we) the undersigned, do hereby respectfully request Site Plan Review and provide the following information to assist in the review:

Applicant: ZUNIGA TIRES LLC  
Mailing Address: 8300 WHITTAKER ST, DETROIT MI 48209  
Email: ZUNIGA-TIRE@GMAIL.COM  
Telephone: (313) 727-5414 Fax: (313) 945-9501

Property Owner(s) Name (if different from Applicant): MARIO ZUNIGA MORALES  
Mailing Address: 8300 WHITTAKER, DETROIT MI 48209  
Telephone: (313) 727-5414 Fax: (313) 945-9501

Applicant(s) Explanation of Legal Interest in Property:  
TO CONVERT TO ADAPT TO TIRE REPAIR SHOP

Location of Property: Street Address: 471 SOUTHFIELD RD, LINCOLN PARK MI 48146  
Nearest Cross Streets: SOUTHFIELD RD. & RIVER DR.  
Sidwell Number (Parcel ID#): LOT 5, EMPIRE GARDEN SUB, L33 P97 43008020005001

Property Description:

If part of a recorded plat, provide lot numbers and subdivision name. If not part of a recorded plat (i.e., Acreage parcel"), provide metes and bounds description. Attach separate sheets if necessary.

LOT 5, EMPIRE GARDEN SUB

Property Size (Square Ft): 7200 (Acres):

Existing Zoning (please check):

- SFRD Single Family Residential District
- MFRD Multiple Family Residential District
- MHRD Mobile Home Park District
- NBD Neighborhood Business District
- MBD Municipal Business District
- PUD Planned Unit Development District
- RBD Regional Business District
- CBD Central Business District
- GID General Industrial District
- LID Light Industrial District
- CSD Community Service District

Present Use of Property: EMPTY

Proposed Use of Property: TIRE REPAIR & SALE (RETAIL & USED)

Please Complete the Following Chart:

Type of Development	Number of Units	Gross Floor Area	Number of Employees on Largest Shift
Detached Single Family			
Attached Residential			
Office			
Commercial	1	3800	4
Industrial			
Other			

**Professionals Who Prepared Plans:**

A. Name: ANAND ENTERPRISES

Mailing Address: 308 LONGFORD DR  
ROCHESTER, MI 48309

Email Address: \_\_\_\_\_

Telephone: 248.766.1546 Fax: \_\_\_\_\_ Primary Design Responsibility: \_\_\_\_\_

B. Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Address: \_\_\_\_\_

\_\_\_\_\_ Email \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Primary Design Responsibility: \_\_\_\_\_

C. Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Primary Design Responsibility: \_\_\_\_\_

**ATTACH THE FOLLOWING:**

1. Eight (8) individually folded copies of the site plans, sealed by a registered architect, engineer, landscape architect or community planner as well as ONE (1) Electronic copy.
2. **A brief written description** of the existing and proposed uses, including but not limited to: hours of operation, number of employees on largest shift, number of company vehicles, etc.
3. Proof of property ownership.
4. Review comments or approval received from county, state, or federal agencies that have jurisdiction over the project, including but not limited to:
  - G Wayne County Road Commission                      G Wayne County Drain Commission
  - G Wayne County Health Division                      G Michigan Department of Natural Resources
  - G Michigan Department of Transportation              G Michigan Department of Environmental Quality

**PLEASE NOTE:** The applicant or a designated representative **MUST BE PRESENT** at all scheduled review meetings or the site plan may be tabled due to lack of representation.

Failure to provide true and accurate information on this application shall provide sufficient grounds to deny approval of a site plan application or to revoke any permits granted subsequent to site plan approval.

**APPLICANT'S ENDORSEMENT:**

All information contained herein is true and accurate to the best of my knowledge. I acknowledge that the Planning Commission will not review my application unless all information required in this application and the Zoning Ordinance have been submitted. I further acknowledge that the City and its employees shall not be held liable for any claims that may arise as a result of acceptance, processing, or approval of this site plan application.

<i>Mario Zuniga Morales</i>	<i>10-01-20</i>
Signature of Applicant	Date
Signature of Applicant	Date
Signature of Property Owner Authorizing this Application	Date

<b>TO BE COMPLETED BY THE CITY</b>	Case No. _____
Date Submitted: _____	Fee Paid: _____
By: _____	Date of Public Hearing: _____
<b>PLANNING COMMISSION ACTION</b>	
Approved: _____	Denied: _____
Date of Action: _____	

1 of 1

MORTGAGE SURVEY

CERTIFIED TO  
**COMERICA** Bank  
FIRST STATE ANTI-MONEY LAUNDERING CORPORATION

Applicant: JAMES AND CAROL LAWRENCE  
Property Description:  
See page 2 of 2



I HEREBY CERTIFY that we have made a mortgage survey of the property herein described and that the buildings and improvements on the same are shown and that there are no other encroachments upon said property without notice and shown. NOTE: This survey is for informational purposes only and no property encumbrances are shown, shown only for existing easements or building lines.



*James A. Lawrence*  
JOB NO. 93-0343 SCALE 1/2"=1'-0"  
DATE 05/09/15 CR. BY AT

**KEM-TEC**  
LAND SURVEYORS  
2001 FARM ROAD  
SARASOTA, FL 34231-2518  
TEL: 941-555-6667

**KEM-TEC WEST**  
SURVEYING & ENGINEERING  
200 E. MAIN STREET  
TALLAHASSEE, FL 32301-1412  
TEL: 904-882-2822 FAX: 904-882-4112

RECEIVED

OCT 13 2020

Case No. PPC20-0009

Date Submitted \_\_\_\_\_

CITY OF LINCOLN PARK  
BUILDING DEPARTMENT  
City of Lincoln Park

APPLICATION FOR SPECIAL USE APPROVAL

**NOTICE TO APPLICANT:** Applications for Special Use review by the Planning Commission must be submitted to the City *in substantially complete form* at least thirty (30) days prior to the Planning Commission's meeting at which the proposal will be considered. The application must be accompanied by six (6) individual folded copies of the site plan, plus the required review fees. Regular meetings of the Planning Commission are held on the second Wednesday of each month at 7:00 p.m. All meetings are held at the Lincoln Park City Hall, 1355 Southfield Road, Lincoln Park, Michigan 48146. Phone number (313) 386-1800; Fax (313) 386-2205.

Special Uses shall comply with the standards in Section 1262.08 of the Zoning Ordinance. Accordingly, a public hearing shall be held by the Planning Commission before a decision is made on any Special Use request. Furthermore, a site plan shall be required, which shall be prepared in accordance with Section 1294.01 of the Ordinance.

TO BE COMPLETED BY APPLICANT:

I (we) the undersigned do hereby respectfully request Special Use Review and provide the following information to assist in the review:

Applicant: ZUNIGA TIRES LLC

Mailing Address: 8300 WHITTAKER ST.  
DETROIT MI 48209

Email Address: ZUNIGA.TIRE@GMAIL.COM

Telephone: (313) 727-5414 Fax: (313) 945,9501

Property Owner(s) (if different from Applicant): MARIO ZUNIGA MORALES

Mailing Address: 8300 WHITTAKER ST.  
DETROIT MI 48209

Telephone: (313) 727-5414 Fax: (313) 945.9501

Applicant's Legal Interest in Property: MARIO ZUNIGA MORALES

Location of Property: Street Address: 471 SOUTHFIELD RD, LINCOLN PARK MI 48146

Nearest Cross Streets: SOUTHFIELD & RIVER DR

Sidwell Number: LOT 5, EMPIRE GARDEN SUB, L.33 P97 45008020005001

Property Description:

If part of a recorded plat, provide lot numbers and subdivision name. If not part of a recorded plat (i.e., "acreage parcel"), provide metes and bounds description. Attach separate sheets if necessary.

60W X 120

Property Size (Square Ft): 7200 (Acres): \_\_\_\_\_

Present Use of Property: NONE

Proposed Use of Property: TIRE SHOP

Existing Zoning (please check):

- |   |                                   |
|---|-----------------------------------|
| G SFRD Single Family Residential District   | G RBD Regional Business District  |
| G MFRD Multiple Family Residential District | G CBD Central Business District   |
| G MHRD Mobile Home Park District            | G GID General Industrial District |
| G <u>NBD Neighborhood Business District</u> | G LID Light Industrial District   |
| G MBD Municipal Business District           | G CSD Community Service District  |
| G PUD Planned Unit Development District     |                                   |

Please Complete the Following Chart:

Type of Development	Number of Units	Gross Floor Area	Number of Employees on Largest Shift
Detached Single Family			
Attached Residential			
Office			
Commercial	1	3800	4
Industrial			
Other			

**ATTACH THE FOLLOWING:**

- Six (6) individually folded copies of the site plan, sealed by a registered architect, engineer, landscape architect or community planner.
- Proof of property ownership.
- A brief written description of the proposed use.

**PLEASE NOTE:** The applicant or a designated representative **MUST BE PRESENT** at all scheduled review meetings or the site plan may be tabled due to lack of representation.

**APPLICANT'S ENDORSEMENT:**

All information contained herein is true and accurate to the best of my knowledge. I acknowledge that the Planning Commission will not review my application unless all information required in this application and the Zoning Ordinance have been submitted. I further acknowledge that the City and its employees shall not be held liable for any claims that may arise as a result of acceptance, processing, or approval of this application.

Mario Zuniga Morales 10-01-20  
 Signature of Applicant Date

\_\_\_\_\_  
 Signature of Applicant Date

\_\_\_\_\_  
 Signature of Property Owner Authorizing this Application Date

*To be completed by City:*  
 Date Submitted: \_\_\_\_\_ Fee Paid: \_\_\_\_\_  
 Received By: \_\_\_\_\_ Date of Public Hearing: \_\_\_\_\_

**PLANNING COMMISSION ACTION (RECOMMENDATION)**  
 To Approve: \_\_\_\_\_ To Deny: \_\_\_\_\_ Date of Action: \_\_\_\_\_  
 Reasons for Action Taken: \_\_\_\_\_

**CITY COUNCIL ACTION**  
 Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Date of Action: \_\_\_\_\_  
 Reasons for Action Taken: \_\_\_\_\_

1 of 1

MORTGAGE SURVEY

State: Florida  
County: Miami-Dade  
Municipality: Miami

CERTIFIED TO  
**COMERICA** BANK  
FIRST TITLE AGENCY CORPORATION

Survey  
Created  
11/11/82

Applicant: JAMES AND CAROL LAWRENCE

Property Description:

See page 2 of 2



ELLIOT AVE 60' WD.



I HEREBY CERTIFY that we have made a mortgage survey of the property herein described and that the buildings and improvements are located as shown and that there are no other encumbrances upon said property which would affect or encumber. NOTE: This survey is for MORTGAGE purposes only and no responsibility is assumed for construction errors or building lines.

Continued to all Other Computations

APR 4-27-79

Page 1 of 2

*James Lawrence*  
JOD NO. 78-0113 SCALE 1/2"=1'-0"  
DATE 04/19/79 DEL BY J.T.

**KEM-TEC**  
LAND SURVEYORS

1881 E. 10th Street  
Coral Gables, FL 33134  
305-442-7700  
305-442-7708



**KEM-TEC WEST**  
SURVEYING & ENGINEERING

100 N. 10th Street  
Fort Lauderdale, FL 33301  
(305) 556-1000 - (305) 556-1001  
1000 10th Street



## Monthly Planning Report

Serving & Planning Communities throughout Michigan

August 2021

Top  
Story

### Traverse City Dam Removal Faces Lawsuit and Safety Downgrade

*"Originally built 154 years ago (with upgrades in the 1950s and 60s), it has far outlived its design life span."*

A June inspection report from the Michigan Department of the Environment, Great Lakes, and Energy dam safety unit downgraded the Boardman River dam in Traverse City to "fair-to-poor" condition—the same as the two Midland-area dams that failed last year. The dam was slated to be replaced with a new barrier as part of a long-range effort to restore the Boardman River, in which three upstream dams have already been removed. The barrier is an experimental "FishPass" allowing the Great Lakes Fishery Commission to study technologies for "sorting" fish swimming up- and downstream; the information will shape policies designed to reduce damage caused by dams while taking advantage of their benefits. Work was halted this year due to a lawsuit filed by residents concerned that the planned improvements will be detrimental to the "quiet vibe" of an existing park at the site; a trial court judge agreed that the City's charter required the voters to approve this deviation from using the land "solely for park purposes." EGLE's dam safety unit officials have requested the City to figure out how they will address the problems, which range from water seeping through its embankment to slope erosion, if the FishPass court case is not resolved this year.

*Bridge Magazine.* More information: <https://www.bridgemi.com/michigan-environment-watch/dam-removal-hold-traverse-city-residents-face-hefty-repair-tab>

News

### Ferndale Makes Pitch for National Infrastructure Investment

*"As the administration attempts to negotiate with various combinations of bipartisan senators to get a bill passed, with a prominent alternative proposal coming to far less than half Biden's initial pitch, this small story about the dangers of Woodward Avenue shows what is at stake."*

Governing magazine highlighted an appearance by Ferndale's mayor at a press conference with the Center for American Progress and the National League of Cities speaking about the importance of Federal infrastructure investment. Ferndale, which is bisected by eight lanes of Woodward Avenue, would benefit dramatically from pedestrian-oriented improvements to its downtown, but current funding formulas require the City to fund such investments independently. The \$5.1M price tag is simply out of reach for a local road budget, demonstrating a basic unworkability of the system. The article notes that Federal infrastructure investment has declined since the 1970s overall, and turns its attention to developer-paid and population-growth financing schemes in newer "sunbelt" communities that are now incurring unfunded maintenance and upgrade costs.

*Governing.* More information: <https://www.governing.com/finance/small-cities-cant-manage-the-high-cost-of-old-infrastructure>

## Funding

### 2022 Local Grade Crossing Surface Program: Call for Projects

*"This program is specifically for the repair or reconstruction of railroad crossing surfaces between the rails and 1' beyond the tie structure, as performed by the railroad company."*

Local governments and railroads are invited to partner on requests to the Michigan Department of Transportation Office of Rail for improvements to railroad crossing surfaces. Selected projects will be funded by MDOT (60%) and the railroad agency (40%), with no cost to the local agency. Improvements to roadway approaches are not eligible for funding, but projects that include coordinated adjacent road work will receive priority consideration. Applications are due September 30.

**MDOT.** More information: [https://www.michigan.gov/mdot/0,4616,7-151-22444\\_56486---,00.html](https://www.michigan.gov/mdot/0,4616,7-151-22444_56486---,00.html)

**Michigan Municipal League.** More information: <https://blogs.mml.org/wp/inside208/2021/07/07/2022-annual-local-grade-crossing-surface-program-call-for-projects-now-open/>

## Training and Education

### Michigan Municipal League Convention

*Wednesday, Sept. 22 through Friday, Sept. 24, Amway Grand Hotel, Grand Rapids. Members \$599 per person, nonmembers \$999.*

Flagship event for this professional organization of local administrators is planning on an in-person event themed "Trust and Belonging: Sparking a Community Revival."

**Michigan Municipal League.** More information: <http://blogs.mml.org/wp/events/>

### MDOT Virtual Advanced Training Wheels

*1-4 pm, Tuesday Sept. 14 and Thursday Sept. 16 on Zoom. Register by Monday, September 6 at <https://www.research.net/r/BW2KGX2>. Free.*

Popular course on the planning and design of on-road bicycle facilities: choices, transitions, intersections, planning for equity, and more. With a showcase of Michigan examples.

**Michigan Association of Planning.** More information: <https://www.planningmi.org/>

### Planning & Zoning for Electric Vehicles: If you build it they will come

*6:30-7:30 pm on Thursday Sept. 16 on Zoom. \$20 (master citizen planners, \$10).*

The communities that build EV infrastructure will support local demand, become an EV destination, and attract the touring EV motorist from far and wide. This is a Master Citizen Planner Live Webinar.

**Michigan State University Extension.** More information: Kara Kelly, Citizen Planner Program Coordinator, at 517-353-6472 or [cplanner@msu.edu](mailto:cplanner@msu.edu)

### Conducting Land Division Reviews

*12:30-4:30 pm on Wednesday Sept. 22 (class repeats on Thursday Oct. 14) on Zoom. \$55 (master citizen planners, \$45).*

Technical training for the local official responsible for reviewing land divisions—usually the assessor, but may be the zoning administrator—focuses on the statutory and case law limits and highlights enforcement strategies for an effective local government operation.

**Michigan State University Extension.** More information: Kara Kelly, Citizen Planner Program Coordinator, at 517-353-6472 or [cplanner@msu.edu](mailto:cplanner@msu.edu)