Planning Commission
Notice of Meeting
Wednesday, June 17, 2026 – 6:30 p.m.

PLEASE ENTER CITY HALL VIA SAGINAW STREET (REAR) ENTRANCE.
DOOR WILL REMAIN OPEN PAST 5:00 P.M.

Commission Chambers
301 Washington Avenue

AGENDA

1. Introduction & Roll Call
2. Public Comments – Non-Agenda or Agenda Items
3. New Business:
   - **Case SPR 26-27 – 905 S. Henry Street, Parking Lot *[7th Ward]***
     Site plan review requested for a parking lot approximately 9,500 square foot in size containing 18 parking spaces. The property is zoned M-1, Light Industrial. The Zoning Board of Appeals granted a use variance allowing the construction of the off-street parking area.

   - **Public Hearing: City of Bay City 2026 Zoning Ordinance, Chapter 122**
     1. The printed draft ordinance and zoning map will be available for view in Room 211 any day prior to the meeting from 8:00 am to 5:00 pm and 8:00 am to 6:30 pm on the day of the meeting.
     2. Overview presented by Joe Tangari, AICP from Giffels Webster.
     3. Public Comment
     4. Recommendation to forward to City Commission.

4. Any Items Not on the Agenda.
5. Adjournment

Point of contact: Terry A. Moultane, AICP
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Planning Commission Minutes of Meeting
City Commission Chambers, City Hall

CALL TO ORDER & ROLL CALL:

A special meeting of the Bay City Planning Commission was called to order by President Douglas Rise, at 6:00 p.m.

PRESENT:	Douglas Rise, Ashley Meier, Michael Berne, Sheila Turbett, Dennis Banaszak.
ABSENT:	Whitney Anderson.
EXCUSED:	Stephen Stoddard.
OTHERS:	Staff Liaison Terry Moultane, Planning Manager; Adam Pruett, Community Development Planner; Lisa Griffiths, Planning Administrative Assistant, Laura Kubit, City Commission Liaison.

APPROVAL OF MINUTES:

None.

PUBLIC COMMENT - NON-AGENDA ITEMS:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

Special - Work Session for Zoning Ordinance Review with Joe Tangari, AICP from Giffels Webster.

The sole purpose of the meeting was to review the draft new zoning ordinance and accompanying zoning map. This was highlighted as the final opportunity for substantive policy discussions before the public hearing process, where only minor editorial changes would be considered. Lengthy discussions took place.

- Zoning Map Review (Consultant's Presentation)
  - Consolidation of Districts:
    The R-1 and R-2 residential districts were consolidated into a single R-1 district. The RM-1 and O-1 districts were merged into a new MU (Mixed-Use) district.
  - Residential Mixed Density (RMD) Overlay:
    A new RMD overlay district was introduced, permitting triplexes, quadplexes, and townhomes in addition to standard single-family homes and duplexes.
  - Map Clarity:
    Concerns were raised about the clarity of the draft map, specifically regarding the inclusion of individual parcel addresses and street names. Staff confirmed that the final map would include these layers and be available in various formats (PDF, paper, web lookup).

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- Public Notification:
  For a city-wide new ordinance adoption, individual property notification is not required as it encompasses most of the city.
- PUD (Planned Unit Development):
  PUDs are not treated as separate zoning districts but as an overlay process modifying underlying district standards. Discussion included whether PUDs should be listed in the table of districts; it was decided they should not as they are not unique districts. A suggestion to reverse the angle of hatching for PUDs on the map was accepted for better visibility.

- Integration of Historic District Commission (HDC):
  - The HDC is a separate ordinance and will not be on the official zoning map but as an informational map.
  - It was suggested to add a definition for the Historic District in the zoning ordinance and incorporate references to HDC review in the permit procedures to alert developers to this additional requirement.
- Industrial Zone Terminology:
  - An inconsistency was noted between the definitions (Light Industrial, Heavy Industrial) and the district names (Light Industrial, General Industrial). A suggestion was made to change "General Industrial" to "Heavy Industrial" for clarity. It was clarified that "General Industrial" was chosen to encompass both light and heavy uses. A staff suggestion to differentiate between "commercial vehicles" and regular vehicles in the heavy industrial definition was agreed upon.

Discussion to allow public comments took place.

Public Comment:
Motion made by D. Banaszak to go out of the regular order of business and allow public input on the agenda item. The motion was seconded by A Meier and passed unanimously

Each speaker had five minutes timed by S. Turbett.

- Paul Kleinau (1713 10th St, Bay City)
  Advocated for zoning that fosters Bay City's unique character, walkability, and mixed-use development. Criticized the multi-unit housing land area table for not accounting for verticality, making it difficult to build in Bay City's lot sizes. Also questioned R-1 zoning on primary arteries.
- Mary Larken (1831 W. East Bay Parkway, Essexville)
  Expressed concern over R-1 status limiting small neighborhood businesses and advocated for more mixed-use zoning to attract younger generations and maintain uniqueness.
- Brittany Hofneine (2339 E. Beaver Rd)
  Shared positive experiences in walkable cities and supported higher-density living structures and more businesses in Bay City.

Motion to close public comment and return to the regular order of business, seconded by A. Meier. Motion passed unanimously.

Specific ordinance sections were discussed:

- Page 30 - Decks:
    - A provision stating "decks for single-family units shall not be located on an upper floor" was discussed. Concerns about its restrictiveness and application to balconies were raised.
    - Motion:

      Motion made by A. Meier for removal in Table 122-3.2.8, Standard for Porches, Decks, Terraces, and Stoops, under number (2) Deck, a prohibition for decks for single-family units shall not be located on an upper floor.

      Seconded by S. Turbett. Motion passed unanimously.
- Page 30 - Detached Decks:
    - A contradiction was found in the table allowing detached decks in side yards with a 2-foot setback while a note stated they "may be located only in a rear yard."
    - The consultant will clarify setback language to consistently refer to distances from lot lines.
- Page 35 - Outdoor Operations:
    - The section states all business operations must be "within a completely enclosed building unless otherwise specified." It was clarified this refers to non-listed uses, as specific outdoor uses (like car dealerships) are permitted.
    - A clearer title was suggested.
- Page 13 - Heavy Industrial Definition:
    - The term "maintenance of vehicles" in the definition of heavy industrial was modified to "maintenance of commercial vehicles" to prevent confusion with standard auto repair shops.
- Car Wash Stacking:
    - Consultant confirmed different stacking requirements for automatic vs. self-serve car washes are distinguished in the table.
- Page 16 - Front Lot Line (Square Lots):
    - For square corner lots, the property owner determines which street defines the front lot line, with the city having the option to express preference.
    - The current language was deemed acceptable.
- Page 57 - Administrative Approvals:
    - For projects under 4,000 sq ft, administrative approval is possible.
    - The Commission requested quarterly or semi-annual updates on such approvals from staff.
- Page 58 - Major Site Plans (Condominiums):
    - Requiring major site plans for condominium developments (but not explicitly apartments) was clarified. This is due to condominium developments involving land division, master deeds, and bylaws, which necessitate public process.
- Site Plan Information (Pages 60-61):
    - To ensure comprehensive review, an item will be added to site plan requirements mandating "all setbacks and dimensions related to meeting ordinance requirements" on submitted plans.

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- MDOT Permits (Page 60):
    - Discussion on explicitly mentioning MDOT permits for projects on M-roads (state trunk lines). Staff confirmed MDOT is now automatically included in site plan review distribution lists, and pre-application conferences are the primary mechanism for addressing this.
- Page 63 - Nonconformities:
    - Accepted nonconformities are generally limited to physical limitations of existing sites (e.g., building setbacks, parking capacity), not financial constraints.
- Page 65 - Special Land Uses Validity:
    - Special Land Use approvals are valid for two years, with a one-year extension possible. Staff is developing internal tracking for these timelines.
    - Appeals on use decisions now go directly to Circuit Court, not the ZBA (Zoning Board of Appeals).
- Page 67 - Parking Reductions:
    - The ordinance already allows for "parking studies or other means deemed sufficient by the approving body" for reducing parking requirements, addressing concerns about using historical data for new developments.
- Page 71 - Curb Height:
    - The specified 4-inch curb height will be changed to 6 inches, aligning with typical MDOT specifications.
- Page 79 - Dividing Medians:
    - A requirement for a 10-foot minimum width for medians in driveways and service roads was discussed. It was deemed excessive and not frequently applicable in Bay City.
    - A. Meier moved to strike this requirement. The consultant agreed he didn't think anything would be lost by dropping it.
- Page 79 - Shrubs (Front Yard Setback):
    - Discussion on shrub requirements related to hedges and knee walls. D. Banaszak and A. Meier agreed a knee wall should be softened with shrubs or some sort of landscaping, but hedges do not need them.
- Page 81-82 - Prohibited Trees:
    - It was noted that the "Prohibited Trees" section was incorrectly placed and should appear before the relevant table.
- Page 86 - Chain Link Fence with Fabric/Slats:
    - The use of chain link fences with fabric wraps or slats as an "obscuring" device was debated. Concerns about temporary nature, aesthetics, and insufficient obscuring ability were raised.
    - A motion to strike this option failed due to lack of a second.
- Page 87 - Motor Vehicle Filling Stations (Screening):
    - Language allowing discretion for screening along "street rights-of-way" was questioned. It was clarified that "street right-of-way" does not include alleys. The language will be reworded to allow staff to affirmatively require screening across alleys to protect residential uses.

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- Page 87 - Screening Gate:
    - It was clarified that "screening gate" implies an "obscuring" effect.
- Page 98 - Multi-Unit Land Area:
    - Discussion revisited the land-area-per-unit table, with a suggestion to potentially incentivize efficiency units by reducing their square footage requirements.
- Data Centers: It was decided that data centers would be handled as a separate amendment to the ordinance at a later date, due to their complexity.

The Planning Commission scheduled a subcommittee meeting for the next day, April 30th, at 2:30 p.m. in room 401 at city hall to continue reviewing the ordinance, focusing especially on the land use table and any remaining policy-related items. Attendance is limited to three commissioners to avoid Open Meetings Act requirements for a full meeting.

The upcoming public hearing for the ordinance will be pushed from May 20th to May 27th to allow sufficient time for edits and proper public notice of the final draft.

Staff will send digital copies of all relevant maps and illustrations to the commissioners.

OTHER BUSINESS:

None.

BUSINESS NOT ON THE AGENDA:

None.

ADJOURN:

Motion to adjourn made by A. Meier, seconded by D. Banaszak. Meeting adjourned at 10:30 p.m.

Prepared by Lisa Griffiths, Planning & Zoning Administrative Assistant

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Planning Commission Minutes of Meeting
Room 317, City Hall

CALL TO ORDER & ROLL CALL:

A special meeting of the Bay City Planning Commission was called to order by President Douglas Rise, at 6:01 p.m.

PRESENT:	Douglas Rise, Ashley Meier, Michael Berne, Stephen Stoddard, Dennis Banaszak arrived at 6:22 p.m.
ABSENT:	Whitney Anderson.
EXCUSED:	Sheila Turbett.
OTHERS:	Staff Liaison Terry Moultane, Planning Manager; Adam Pruett, Community Development Planner; Lisa Griffiths, Planning Administrative Assistant.

APPROVAL OF MINUTES:

None.

PUBLIC COMMENT - NON-AGENDA ITEMS:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

Special - Work Session for Zoning Ordinance, Chapter 122 Review

Joe Tangari, AICP from Giffels Webster, was not in attendance.

A special meeting was held with the primary objective of completing the review of the draft Zoning Ordinance (Chapter 122) by the May 13th deadline. This review is crucial for preparing the final document for public hearing and submission to the City Commission.

The discussion focused on the subcommittee's report from April 30th and May 6th regarding the Schedule of Permitted Uses and addressed specific articles and sections of the draft ordinance.

- **Section 13-2: Schedule of Permitted Uses**
  - Accessory Dwelling Units (ADU) in RM Zoning District:
    - Initially proposed to change from "Permitted" to "Not Allowed" in RM (high-density residential) districts due to concerns about new high-rise developments. However, it was clarified that ADUs are limited to properties with detached single-family dwellings (per Article 21.2), making it permissible for existing single-family homes in RM zones.
    - Decision: Keep as "Permitted" but ensure specific reference to Article 21.2 in the table.
  - Home for the Aged:
    - Proposed to strike this category from all districts as it is considered redundant and covered by other residential care classifications.

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        - Decision: Strike from all districts.
    - Office Showrooms, Sales for Trade Industries (in Mixed-Use/MU Districts):
        - S. Stothard proposed changing from "Special Use" to "Permitted." Staff and other commissioners argued that "Special Use" provides necessary oversight for potential large-scale operations or those requiring extensive inventory/warehousing (e.g., HVAC showrooms), which might not be suitable for all mixed-use contexts.
        - Decision: Retain as "Special Use" to allow for case-by-case review, acknowledging the possibility of re-evaluating later if it proves an unnecessary burden.
    - Drive-through Facilities (in C-2-A and C-3 Districts):
        - S. Stothard suggested making it "Permitted" in C-2-A. Extensive debate ensued regarding the balance between convenience and promoting walkability, especially in downtown/Uptown areas (C-3). Past examples (e.g., Chemical Bank's proposed drive-through, McDonald's prioritizing drive-through over pedestrian areas) highlighted challenges
        - Decision: Keep as "Special Use" in C-2-A and "Prohibited" in C-3.
    - Mortuary/Funeral Homes:
        - The subcommittee's draft proposed changing mortuary/funeral homes in Mixed-Use (MU) districts to "P" (Permitted use).
        - S. Stothard's Suggestion: Change it back to "S" (Special Use) due to concerns about protecting mixed-use areas and the potential impact of a new funeral home, especially regarding parking and the lively atmosphere intended for MU districts.
        - The consensus was to keep mortuary/funeral homes as a Permitted Use ("P"**)** in Mixed-Use districts, with S. Stothard being the lone dissenter.
    - Media Production Studio:
        - A definition for "media production studio" was needed to clarify its scope (e.g., podcasts, videos vs. large-scale film studios) before determining its permitted uses.
        - Decision: Request a formal definition from the consultant.
    - Community Garden (in C-2-B and Waterfront Districts):
        - S. Stothard proposed "Not Allowed" in C-2-B. Others supported allowing it as a "Special Use" to activate unused spaces, referencing examples in other cities. It was noted that this use was not explicitly listed for "Waterfront" districts.
        - Decision: Keep as "Special Use" in C-2-B and add "Waterfront" to the list of districts where it is a "Special Use."
    - Museum, Aquarium, Planetarium (in MU District):
        - Proposed to change from "Special Use" to "Permitted." Concerns were raised about the potential scale of such facilities and associated parking demands in mixed-use areas.
        - Decision: Retain as "Special Use" for oversight.
- **Section 21: Specific Standards (Subcommittee Review)**
    - Accessory Dwelling Unit (ADU) Size:
        - Adjusted paragraph (b)(3)(c) to 864 square feet (from 850) for consistency.
    - Minimum Dwelling Unit Square Footages (Table 122-21.20):

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        - Significant changes were made to provide a clearer differential between efficiency and one-bedroom units, and to establish a consistent 200 sq ft interval between 1, 2, 3, and 4-bedroom units.
        - These adjustments were noted as a compromise to address some specific public comments received during the review process
    - Motor Vehicle Dismantler Salvage Yards:
        - Requested a new paragraph "A" or add a new subparagraph "6" in A for the screening requirement, aligning with existing standards in 122-21.18.

- **Section 22: Nonconformity (Subcommittee Review)**
    - Clarity on Uses vs. Structures:
        - Emphasized the need for internal consistency by ensuring definitions and regulations for nonconforming uses (122-22.2) and nonconforming buildings (122-22.5) are clearly distinguished.
- **Section 23: Zoning Board of Appeals (Subcommittee Review)**
    - Use Variance Standards:
        - Discussed the four existing standards for a use variance. Staff confirmed these are typically governed by state law and are standard practice across many communities.

Section 25: Administration, Enforcement, and Penalties (New Review Item)

- Planning Commission Terms of Office:
    - Clarified that current 3-year terms align with the Zoning and Enabling Act, but the City Charter's Article 5, Division 2 requires a separate amendment (not part of this ordinance review).
- Performance Guarantees (Section 1(c)):
    - A commissioner suggested adding a "30-day" notification period for property owners if required improvements are not completed within the stipulated time. Concerns were raised that this might introduce unnecessary complexity or create a loophole. It was argued that standard construction contracts already have clear procedures for delays and violations.
    - Decision: No change. The existing "time stipulated" is deemed sufficient, as it's standard practice in public construction for performance bonds.

- **Section 26: Wind Energy Conversion Systems (New Review Item)**
    - Height Consistency:
        - Noted an inconsistency in stated heights, 60 feet in (a)(1)(a) vs. 80 feet in (b)(1)(a), for different categories of wind systems.
        - Decision: Consultant Joe Tangari will rectify these for consistency.
    - Setback Requirements:
        - It was questioned why accessory systems in certain districts (b)(2)(b) have more stringent setback requirements (110% of system height from property boundaries, public rights-of-way, Saginaw River, etc.) than general accessory systems (a)(2)(b). It was explained that the stricter rules in "B" likely apply to specific, more intensive commercial/industrial districts where larger systems might be considered.
    - Decommissioning Performance Guarantee (122-26.6, (c)(9):
        - <u>Motion made by D. Banaszak</u>

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I move that we change "may" to "shall" in Article C(9).
The specific location for this change is identified as 122-26.6(c)(9).
Seconded by M. Berne. Motion passed unanimously.

- Number of Systems:
  - Commissioners agreed that physical constraints, engineering, and setback requirements would naturally limit the number of wind turbines on a property, making an arbitrary numerical cap unnecessary.

- **Section 27: Solar Energy Systems (New Review Item)**
  - Historic Districts (122-27.5):
    - Questioned the phrase "where applicable" regarding Historic District Commission (HDC) review for solar installations. It was clarified that Chapter 64 (the city's historic ordinance) and HDC policy determine when review is applicable, generally for systems visible on primary facades or roofs. It was suggested to ensure solar panels are explicitly on the HDC's "work review list."
    - Decision: No change to the ordinance; the existing reference to Chapter 64 is considered sufficient for HDC's purview.
  - Wall-mounted Systems (122-27.6, (c)(5) vs (b)(3)(d):
    - A commissioner inquired about the absence of "wall-mounted" as an installation option for solar energy systems where solar is the principal use of the property. It was clarified that "wall-mounted" options (limited to 50% of the wall) exist in other sections (b)(3)(d) when solar is *not* the principal use.
    - Decision: No change.
- **Section 28: Access Management for Euclid Avenue (New Review Item)**
  - This article was developed through an MDOT grant and adopted by multiple local municipalities.
  - Wording on Offsets/Alignment (122-28.4, (b)(8)):
    - A. Meier found the phrasing "where the offsets are aligned to not create left turn conflicts" confusing, noting that "offset" and "aligned" seem contradictory. While acknowledging the awkward wording, it was understood that the intent was to ensure driveways are either aligned or appropriately spaced to prevent traffic conflicts.
    - Decision: No change.
- **Timeline for Ordinance Approval:**
  - May 27th - Final draft of the ordinance expected back from the consultant (Giffels and Webster).
  - June 16th - City Attorney to review the final draft.
  - June 17th - Planning Commission Public Hearing for the final draft. The document will be available for public review once received from the consultant.

Motion made by D. Banaszak:
I move that the final review edits and comments as presented are deemed acceptable and that the document be submitted to the consultant for preparation of the final draft.

A. Meier was concerned whether they would be able to change the final draft after it is returned by the consultant. Staff noted the motion lets them get to the final draft which can still be changed.

Seconded by M. Berne

OTHER BUSINESS:

None.

BUSINESS NOT ON THE AGENDA:

None.

ADJOURN:

Motion to adjourn made by A. Meier, seconded by D. Banaszak. Meeting adjourned at 10:30 p.m.

Prepared by Lisa Griffiths, Planning & Zoning Administrative Assistant

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Planning Commission Minutes of Meeting
City Commission Chambers, City Hall

CALL TO ORDER & ROLL CALL:

A regular meeting of the Bay City Planning Commission was called to order by President Douglas Rise, at 6:30 p.m.

PRESENT: Douglas Rise, Ashley Meier, Dennis Banaszak, Michael Berne, Stephen Stoddard, Sheila Turbett.
ABSENT: Whitney Anderson.
OTHERS: Staff Liaison Terry Moultane, Planning Manager; Adam Pruett, Community Development Planner; Commissioner Laura Kubit, City Commission Liaison.

APPROVAL OF MINUTES:

Motion made by M. Berne to approve the meeting minutes for April 15, 2026, with corrections:

1. A condition for a previous case on vehicle limits was clarified from "no more than three vehicles on site" to "no more than three vehicles for sale at a time" on page four.
2. A misspelling of Douglas Rise's name was noted at the bottom of page six.

D. Banaszak left briefly to retrieve his glasses and returned at 6:37 p.m.
Motion was seconded by S. Stoddard and passed unanimously after D. Banaszak's return.

PUBLIC COMMENT - NON-AGENDA ITEMS:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

A. Omni Fiber, LLC; Fiber Optic Cabinets within Right-of-Way.

Installation of 14 above-ground fiber optic cabinets at various locations.

A representative from Omni Fiber was not present. Staff confirmed the applicant had been aware of the May 20th meeting, but he had not been successful contacting them specifically to be there for the meeting.

Commissioners reviewed each site individually for specific concerns, but a single consolidated motion was planned for approval.

Several general conditions were discussed for application across multiple cases:

- Utility Pole Clearance: Ensure a minimum 5-foot clearance to utility poles.
- Driveway Clearance: Maintain a 10-foot clearance from the intersection of sidewalks/streets and driveways.
- Future Sidewalks: The addition as a general condition to consider the placement of cabinets in unimproved rights-of-way to avoid interference if sidewalks are constructed in the future.

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Public comments were invited for each case. The only public comment given was for Case SPR 26-22 at 500 W. Jeannette Street.

1. **SPR 26-13 (750 Fillmore Street):**
   Located behind the Bay County Fairgrounds animal building.
   - Concerns raised about its precise placement within a grassy area near a utility pole. Staff confirmed the City Engineer's designee had recommended permit issuance, implying compliance.
2. **SPR 26-14 (251 Woodside Lane):**
   Located near an old school.
   - General conditions regarding pole and driveway clearance were to be applied.
3. **SPR 26-15 (798 E. Ohio Street):**
   Located near two utility poles and in front of a residential house.
   - Commissioners suggested relocating the cabinet slightly further down the street to a mulched area near a curve to avoid being directly in front of the house, while still adhering to crosswalk and pole clearance rules.
   - This adjustment was noted as a condition.
4. **SPR 26-16 (312 DeWitt Street):**
   - General conditions for pole and driveway clearance were to be applied.
5. **SPR 26-17 (151 Clay Street):**
   Commissioners discussed the general condition for future sidewalk planning due to the street lacking existing sidewalks. Staff noted that the right-of-way on Clay Street appears unusually wide at 66 feet.
   - Commissioners decided to include a condition to the "General Condition" list for all cases to allow for the potential placement of future sidewalks.
   - Condition to allow for future sidewalk placement noted.
6. **SPR 26-18 (555 S. Kiesel Street):**
   Location near a fence and an old curb cut. No significant concerns were raised.
7. **SPR 26-19 (251 W. Florence Street):**
   - Concerns about tight placement between two residential driveways and a utility pole, potentially violating the 10-foot driveway clearance and the 3-foot height limit for clear vision zones. Commissioners debated alternative locations.
   - A condition for strict compliance with the Clear Vision Zone standard was noted.
8. **SPR 26-20 (1061 E. Florence Street):**
   Located in what appeared to be a side/backyard. No major issues beyond general conditions.
9. **SPR 26-21 (1003 N. Henry Street):**
   - Proposed cabinet was 4 feet from Henry Street and the sidewalk on a busy street. Discussion arose about balancing safety for drivers (cabinet closer to street) versus safety for pedestrians (cabinet closer to sidewalk) given the large size.
   - The proposed 4-foot distance was deemed an acceptable compromise, in line with existing city infrastructure.
10. **SPR 26-22 (500 W. Jeannette):**
    A public comment from Denise Wilson (1301 North Lynn Street), voiced strong objections, citing existing utility poles, signs, and a catch basin on her property, making further obstruction for mowing and maintenance undesirable.
    - Commissioners discussed moving the cabinet to a different location further down the street or to another pole. They agreed to postpone the case until the next meeting or pending a response from Omni Fiber to assess relocation of the cabinet and the possibility of renotification to residents if a significant move were to occur.

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11. **SPR 26-23 (451 Spruce Street):**
    Located near a vacant lot and a house.
    - Commissioners suggested placing it further onto the vacant lot for better aesthetics for the homeowner but acknowledged potential additional costs for the developer.
      Given no homeowner objections were voiced, the current placement was considered acceptable with general conditions applied.
12. **SPR 26-24 (699 Transit):**
    Located near Fire Station 5's parking lot. Adequate clearance from a nearby tree (15-foot standard) confirmed.
13. **SPR 26-25 (616 LaSalle Street):**
    Located where a sidewalk ends.
    - The condition for future sidewalk placement was noted.
14. **SPR 26-26 (1451 State Street):**
    Located across from Rally's.
    - A specific condition was noted to verify compliance with the 10-foot driveway clearance requirement, as the submitted table indicated it was within this distance.

Motion to Postpone by D. Banaszak:
I move to postpone SPR 26-22 until our next meeting or until Omni Fiber can appear to tell us more about it.
Supported by S. Turbett Motion passed unanimously.

Motion to Approve by D. Banaszak:
I move to approve items SPR 26-13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, and 26, subject to the conditions that were put forward by the chair and ensuring that they meet the "Conditions of the Issuance of a Permit" as per the requirements in the documentation.

Noted Conditions:

1. **SPR 26-15 (798 East Ohio Street):**
   - With conditions to adjust the cabinet's location due to being located near two utility poles and to avoid being directly in front of the residence.
2. **SPR 26-17 (151 Clay Street):**
   - With condition to allow for future sidewalk placement.
3. **SPR 26-19 (251 West Florence Street):**
   - With condition to comply with the Clear Vision standard due to its tight location between two driveways and a utility pole.
4. **SPR 26-25 (616 LaSalle Street)**:
   - With condition to allow for future sidewalk placement.
5. **SPR 26-26 (1451 State Street):**
   - With condition to verify compliance with the 10-foot distance from driveways, as the provided documentation indicated it was within 10 feet of an intersection/driveway.

6. **Conditions of Issuance of Permit:**
   The applicant shall comply with the following conditions:
   1. At least 14 days before the applicant installs a utility cabinet, the applicant shall give notice of such installation by first-class mail to all property owners that reside on the same street or cross street and are within 100 feet of the proposed utility

cabinet location. Copies of all notices shall be provided to Planning Department staff within three days of mailing.

2. Upon the applicant's completed installation of a utility cabinet and related equipment, fixtures and appurtenances, the applicant shall provide to the city accurate as-built drawings of the entire area within 100 feet of the installed utility cabinet location. Such as-built drawings shall include:
    a. The name, address and telephone number of the individual responsible for the content of the as-built drawings;
    b. The drawing date, north arrow, and site location map;
    c. The drawing scale (no less than 1" = 10');
    d. Lot lines and right-of-way boundaries including the location of any benchmarks or property corners either found or set;
    e. The accurate location, including height and or depth, of the franchisee's utility cabinet, related equipment, fixtures and appurtenances;
    f. The locations and exterior dimensions of neighboring houses, garages or other buildings, driveways, sidewalks, fences, trees, telephone poles, fire hydrants, bus stops, play equipment, etc.;
    g. The locations of all existing utilities in the right-of-way.
3. The applicant agrees to indemnify, defend and hold harmless the city for any injury that is a direct result, in whole or in part, to the franchisee's as-built drawings being inaccurate regarding the location of the franchisee's utility cabinet, related equipment, fixtures or appurtenances.

Seconded by M. Berne. Motion passed unanimously with noted conditions.

OTHER BUSINESS:

- A. Meier inquired about the progress of the zoning ordinance update. Staff reported a Zoom call was scheduled with the consultant for the following day to discuss questions and comments. The final draft is due back to the city by May 27th. Concerns were raised about the Planning Commission having sufficient time to review substantive changes before the June 17th public hearing. Staff will discuss it with the consultant.
- D. Rise noted minutes for two special meetings (April 29th and May 11th) were not received for approval.
- Staff reported the case for the Henry Street parking lot would be returning to the Zoning Board of appeals on July 14th, and then back to the Planning Commission for the July 15th meeting.
- D. Banaszak suggested amending the city's utility cabinet ordinance (Section 34-144) to include a formal regulation addressing future sidewalk planning. Staff confirmed the ordinance itself would need to be amended and confirmed this would be pursued at the City Commission level.

BUSINESS NOT ON THE AGENDA:

None.

ADJOURN:

Motion to adjourn made by A. Meier, seconded by M. Berne. Meeting adjourned at 8:15 p.m.

Prepared by Lisa Griffiths, Planning & Zoning Administrative Assistant

DRAFT

BAY CITY PLANNING COMMISSION
STAFF REPORT

PART I GENERAL INFORMATION

SPR 26-27 Site Plan Review, 905 S Henry Street
Proposed construction of a new 6,700 square foot paved parking lot that will provide 18 parking spaces.

Processed By:	Terry Moultane, AICP Planning Department Manager	Meeting Date:	6/17/26
Petitioner:	James Campau 201 E. Midland Street Bay City, MI 48708	Current Zoning/Use	M-1, Light Industrial/vacant building and land.

PART II PROJECT SUMMARY

The applicant is requesting site plan approval for a proposed new parking lot providing 18 parking spaces that currently has a vacant building and vacant land. The lot is directly south and adjacent to John F. Kenny Drive off S. Henry Street. The applicant owns Riverview Medical Associates at 901 S. Henry Street and has a need for additional parking for employees' vehicles.

The property at 905 S. Henry Street is zoned M-1, Light Industrial. Creating a parking lot as the primary use of property required a use variance from the zoning board of appeals which was granted. The zoning board of appeals approved the use variance permitting the parking lot in the M-1 at their May meeting but postponed the decision for granting a non-use or dimensional variance for yard setback requirements. The zoning board requested a site plan be prepared showing how this site would be laid out to accommodate the parking spaces. At the June zoning board of appeals meeting the applicant provided a site plan showing where the dimensional variances were needed. The zoning board of appeal granted variances based on the site plan submitted in this report.

The M-1 zoning district has greater yard requirements than any other zoning district. The setback yard requirements are front: 25'| each side yard 20'|rear 20'. The zoning board of appeals granted dimensional variances for the side yards not being able to be met on a lot having 50' of width. The front and rear setbacks are being met.

PART III DEPARTMENTAL REVIEW

Building Code	Subject to plan review process for improvements.
Engineering	The site plan was provided and approved based on the design of the parking lot and access drives submitted. A right of way permit obtained. A stormwater management permit was deemed not necessary due to the size of the area being improved.
Electric	N/A
Fire Marshall	N/A.
Sewer	N/A
Wastewater Treatment	NA

Water N/A

PART IV MASTER PLAN AND ZONING REQUIREMENTS

Zoning *Requirements*
Sec. 122-326. Review and approval.

A. The planning commission shall review the site plan and any reports or findings prepared by the planning division and other city departments. The planning commission may approve, approve with conditions, or deny approval of the site plan. It may also table action on the application at the request of the applicant or pending receipt of a revised site plan or other supplemental information requested by the planning commission, deemed necessary to an informed decision.

Sec. 122-327. Approval standards.

The planning commission shall approve a site plan upon finding that:

A. The uses proposed comply with applicable zoning district use and dimensional regulations. *Meets requirements.*
B. All elements of the site plan are harmoniously and efficiently organized in relation to the size, shape and character of the lot, the type and size of proposed buildings, the location and layout of landscaping and off-street parking areas, and the character of uses on adjoining properties. *Meets requirements.*
C. The location and design of driveways is safe in relation to streets providing access to the site and in relation to pedestrian traffic. *Comments received from the City Engineer are provided in Part III.*
D. Access to the site is designed to minimize conflicts between vehicles and pedestrians and with traffic using adjacent streets and driveways. Vehicular circulation on the site is designed to be safe and convenient. *The access drives are approved on Henry Street and J.F.K Drive.*
E Safe and convenient pedestrian and bicycle access and circulation are provided. *N/A.*
F. Off-street parking and loading areas comply with the provisions of article XVII. *Parking lot design based on variance allowing a five-foot perimeter landscaping requirement to be met.*
G. Greenbelts, landscaping, and screening are provided in accordance with the regulations of article XVIII. Screening from adjacent residential uses is a not factor for this lot. The greenbelt dimensional requirement for off-street parking areas is being met on the north property line however landscaping of the greenbelt is required with additional shrubs.
H. Walls and fences, if required, are provided in accordance with the regulations of article XIX. *N/A*
I. Signs comply with the provisions of the sign code. *N/A, not being shown.*
J. Refuse receptacles are adequately screened from view from streets and adjoining property in accordance with the regulations of section 122-66. *N/A.*
K. All exterior lighting (building mounted and free-standing) is designed and installed to comply with the regulations of section 122-59, to result in minimal light trespass onto adjoining property, and to avoid interference with the vision of motorists on adjoining streets. *The lighting needs for the parking lot can be discussed to determine sufficient lighting.*

L. Access routes to all buildings, structures and uses are provided for emergency services vehicles. *Meets requirements.*

M. Public utilities are provided in accordance with the regulations of public utility providers. *Met*

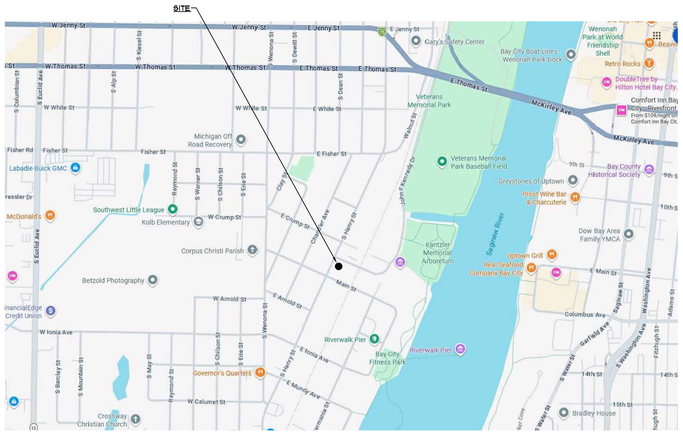
PART V STAFF FINDINGS/RECOMMENDATIONS

Findings-of-fact and conditions

1. Sections 122-305, 326, and 327 are applicable. Based on staff review, the site plan meets site plan requirements provided conditions discussed for a final site plan approval are met.
2. Final site plan approval by city staff prior and Plan Review by building officials.
3. Landscaping in the greenbelt area adjacent to J.F.K. Drive shall include shrubs.
4. Lighting needs to be met.
5. Department review and comments in Part III must be met and a Plan Review application to the Building Department and right of way permit.

CSC LAND

905 S. HENRY STREET, BAY CITY, MI 48706



NORTH

LOCATION MAP
NOT TO SCALE

INDUSTRIAL ZONING DISTRICT INFORMATION:

ZONING DISTRICT: M-1

MAXIMUM STRUCTURE HEIGHT: 40 FEET
FRONT YARD SETBACK: 25 FEET
SIDE YARD SETBACK: 20 FEET
BOTH SIDES: 40 FEET
REAR YARD SETBACK: 20 FEET

TAX DESCRIPTION:
S 50 FT OF LOTS 3 4 10 BLK 38 PLAN OF VILL OF SALZBURG EXCEPTING ELY 7 FT THRF

PROPERTY SIZE: 50'X230'

ACREAGE: 0.534

INDEX TO DRAWINGS

ARCHITECTURAL

CS-1	COVER SHEET
AS-1	SITE PLAN

3 WORKING DAYS
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1-800-482-7171

GENERAL NOTES:

1. CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS SHOWN ON DRAWINGS AT THE JOB SITE AND SHALL NOTIFY DESIGNER OF ANY DISCREPANCIES, OMISSIONS, AND/OR CONFLICTS BEFORE PROCEEDING WITH THE JOB.
2. CONTRACTOR MUST COMPLY WITH RULES AND REGULATIONS OF AGENCIES HAVING JURISDICTION AND SHALL CONFORM TO ALL CITY, COUNTY, STATE AND FEDERAL CONSTRUCTION, SAFETY AND SANITARY LAWS, CODES, STATUTES AND ORDINANCES. ALL FEES, TAXES, PERMITS, APPLICATIONS AND CERTIFICATES OF INSPECTION, AND THE FILING OF ALL WORK WITH GOVERNMENTAL AGENCIES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
3. CONTRACTOR SHALL COMPLY WITH THE RULES AND REGULATIONS OF THE BUILDING AS TO THE MANNER OF HANDLING MATERIALS, EQUIPMENT AND DEBRIS TO AVOID CONFLICT AND INTERFERENCE WITH NORMAL BUILDING OPERATIONS.
4. ALL WORK SHALL BE PERFORMED BY SKILLED AND QUALIFIED WORKMEN IN ACCORDANCE WITH THE BEST PRACTICES OF THE TRADES INVOLVED, AND IN COMPLIANCE WITH BUILDING REGULATIONS AND/OR GOVERNMENTAL LAWS, STATUTES OR ORDINANCES CONCERNING THE USE OF UNION LABOR.
5. EACH TRADE WILL PROCEED IN A FASHION THAT WILL NOT DELAY THE TRADES FOLLOWING THEM.
6. CONTRACTORS SHALL BE RESPONSIBLE FOR THE DISTRIBUTION OF DRAWINGS TO ALL TRADES UNDER THEIR JURISDICTION.
7. ALL WORK SHALL BE ERECTED AND INSTALLED PLUMB, LEVEL, SQUARE, TRUE AND IN PROPER ALIGNMENT.
8. ALL MATERIALS SHALL BE NEW, UNUSED AND OF THE HIGHEST QUALITY IN EVERY RESPECT, UNLESS OTHERWISE NOTED. MANUFACTURED MATERIALS AND EQUIPMENT SHALL BE INSTALLED PER MANUFACTURER'S RECOMMENDATIONS AND INSTRUCTIONS.
9. THERE SHALL BE NO SUBSTITUTION OF MATERIALS WHERE A MANUFACTURER IS SPECIFIED. WHERE THE TERMS "EQUAL TO" OR "APPROVED EQUAL" ARE USED, THE ARCHITECT SHALL DETERMINE EQUALITY BASED ON INFORMATION SUBMITTED BY THE CONTRACTOR.
10. ALL WORK AND MATERIALS SHALL BE GUARANTEED AGAINST DEFECTS FOR A PERIOD OF AT LEAST ONE (1) YEAR FROM APPROVAL FOR FINAL PAYMENT.
11. CONTRACTOR SHALL BE RESPONSIBLE FOR CUTTING AND PATCHING REQUIRED FOR THEIR WORK.
12. CONTRACTOR SHALL AT ALL TIMES KEEP THE PREMISES FREE OF ACCUMULATION OF WASTE MATERIALS OR RUBBISH. PREMISES TO BE SWEPT CLEAN DAILY OF RELATED CONSTRUCTION DEBRIS. AT THE COMPLETION OF THE WORK, LEAVE THE JOB SITE FREE OF ALL MATERIALS AND BROOM CLEAN.
13. DO NOT SCALE DRAWINGS, DIMENSIONS GOVERN. LARGER SCALE DRAWINGS SHALL GOVERN SMALLER SCALE.
14. PATCH ALL AREAS WHERE FLOOR IS NOT LEVEL OR TRUE PRIOR TO THE INSTALLATION OF FLOORING OR CARPETING.
15. TO INSURE PROPER AND ADEQUATE BLOCKING, ALL BLOCKING FOR CABINET WORK WILL BE THE RESPONSIBILITY OF THE CABINET CONTRACTOR.
16. UPON COMPLETION OF WORK THE CONTRACTOR SHALL WALK THROUGH WITH BUILDING MANAGER AND COMPILE A "PUNCH LIST" OF CORRECTIONS AND UNSATISFACTORY AND/OR INCOMPLETE WORK. FINAL PAYMENT WILL BE CONTINGENT UPON THE COMPLETION OF THESE ITEMS.
17. ANY CHANGE WHICH RESULTS IN EXTRA COST SHALL NOT PROCEED WITHOUT WRITTEN AUTHORIZATION BY CLIENT.
18. THE OWNER ASSUMES NO LIABILITY FOR THE LOCATION OF UTILITIES. ALL DAMAGE MADE TO EXISTING UTILITIES BY THE CONTRACTOR SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.

MATERIAL LEGEND

- EARTH FILL
- GRANULAR FILL
- CONCRETE
- BRICK
- LIGHTWEIGHT CONCRETE BLOCK
- CONCRETE BLOCK
- METAL - SMALL SCALE
- BOARD/RIGID INSULATION
- LOOSE FILL/BATT INSULATION
- WOOD BLOCKING
- FINISHED WOOD
- PLYWOOD - LARGE SCALE
- PLYWOOD - SMALL SCALE
- METAL - LARGE SCALE

APPLICABLE BUILDING CODES

2021 MICHIGAN BUILDING CODE
ICC A117.1-2017 ACCESSIBLE AND USABLE BUILDINGS AND FACILITIES
2021 MICHIGAN MECHANICAL CODE
NFPA 70: NATIONAL ELECTRICAL CODE, 2023 EDITION
2021 MICHIGAN PLUMBING CODE
2021 MICHIGAN ENERGY CODE
2021 INTERNATIONAL FUEL GAS CODE
2021 INTERNATIONAL FIRE CODE
2021 MICHIGAN REHABILITATION CODE FOR EXISTING BUILDINGS

ARCHITECTURAL SYMBOLS

- SECTION: SECTION LETTER / SHEET NUMBER
- INTERIOR ELEVATION: ELEVATION LETTER / SHEET NUMBER
- DETAIL: DETAIL NUMBER / SHEET NUMBER
- COLUMN GRID
- ELEVATION TAG
- DOOR NUMBER
- SPOT ELEVATION (EXISTING)
- WINDOW LETTER
- SPOT ELEVATION (NEW)
- EXISTING CONTOUR LINE
- NEW CONTOUR LINE
- ROOF SLOPE INDICATION
- NORTH DESIGNATION

CONTACT INFORMATION:

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EMAIL: ARCHITECT01@SBCGLOBAL.NET

STATE OF MICHIGAN
LEROY E. AUSTIN
ARCHITECT
No. 1301019476
LICENSED ARCHITECT

Leroy E. Austin
5/12/2026

DATE	REVISION / RELEASE
05/12/2026	BID/PERMIT RELEASE

DATE: 05/12/2026
SCALE: N/A
DRAWN: JAB
JOB #: 2026071

AUSTIN AND ASSOCIATES
ARCHITECTS AND PLANNERS
LEE AUSTIN
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SAGINAW, MICHIGAN 48603
PHONE: (989) 799-1365

NEW PARKING LOT (W/ VARIANCE) FOR:
CSC LAND
905 S. HENRY STREET
BAY CITY, MI 48706

DRAWING
CS-1
1 OF 2

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REPRODUCTION OF THE CONTRACT DOCUMENTS FOR REUSE ON ANOTHER PROJECT IS NOT AUTHORIZED.

SEC. 122-305. - INDUSTRIAL ZONING DISTRICTS SCHEDULE OF REGULATIONS.

ZONING DISTRICT: M-1

MAXIMUM STRUCTURE HEIGHT: 40 FEET
FRONT YARD SETBACK: 25 FEET
SIDE YARD SETBACK: 20 FEET
BOTH SIDES: 40 FEET
REAR YARD SETBACK: 20 FEET

FRONT YARDS SHALL REMAIN UNOCCUPIED EXCEPT FOR LANDSCAPING, SIGNS, FENCES, DRIVEWAYS AND OFF-STREET PARKING ACCESS AISLES.

TAX DESCRIPTION:
S 50 FT OF LOTS 3 & 10 BLK 38 PLAN OF VILL OF SALZBURG EXCEPTING ELY 7 FT THRF

PROPERTY SIZE: 50'X230'

ACREAGE: .0534

REQUIRED PARKING SPACES

USE	NUMBER OF PARKING SPACES REQUIRED
CLINICS OF DOCTORS, DENTISTS AND SIMILAR MEDICAL PROFESSIONS.	1 PER 150 SQ. FT. OF USABLE FLOOR AREA.

ESTIMATED USABLE FLOOR AREA - 85% OF GROSS SQUARE FOOTAGE,
7,861 SQFT. X 85% = 6,682 SQFT.

SPACES REQUIRED = 6,682 SQFT. / 150 = 45-SPACES REQUIRED

EXISTING PARKING SPACES = 31
PROPOSED ADDITIONAL PARKING SPACES = 18
PROPOSED TOTAL NEW AVAILABLE SPACES = 49

LANDSCAPING SHALL INCLUDE ONE DECIDUOUS TREE AND EIGHT SHRUBS FOR EACH 30 LINEAR FEET OR PORTION THEREOF OF STREET FRONTAGE. OPENINGS FOR DRIVEWAYS AND SIDEWALKS NEED NOT BE CONSIDERED WHEN CALCULATING THE LENGTH OF STREET FRONTAGE. TREES AND SHRUBS MAY BE PLANTED AT UNIFORM INTERVALS, AT RANDOM OR IN GROUPINGS.

HENRY STREET FRONTAGE = 38'-0"
38' / 30' = 1.27
2-TREES & 16-SHRUBS REQUIRED
1-TREE & 16-SHRUBS PROVIDED

PLANT MATERIALS AND LAWNS SHALL BE WATERED REGULARLY AND MAINTAINED IN A HEALTHY CONDITION THROUGHOUT THE GROWING SEASON.

STANDARDS FOR LANDSCAPE MATERIALS.

UNLESS OTHERWISE SPECIFIED, ALL LANDSCAPE MATERIALS SHALL COMPLY WITH THE FOLLOWING STANDARDS:

(1) QUALITY. ALL PLANT MATERIALS SHALL BE NURSERY GROWN, FREE OF PESTS AND DISEASES, AND HARDY IN CENTRAL MICHIGAN.

A. DECIDUOUS SHADE OR ORNAMENTAL TREES. DECIDUOUS SHADE TREES SHALL BE A MINIMUM OF ONE AND ONE-HALF INCHES IN CALIPER MEASURED 12 INCHES ABOVE GRADE WITH THE FIRST BRANCH A MINIMUM OF FOUR FEET ABOVE GRADE WHEN PLANTED.

B. EVERGREEN TREES. EVERGREEN TREES SHALL BE A MINIMUM OF SIX FEET IN HEIGHT.

C. SHRUBS. SHRUBS SHALL BE A MINIMUM OF TWO FEET IN HEIGHT WHEN PLANTED.

E. GROUND COVER. GROUND COVER USED IN LIEU OF TURF GRASSES OR MULCH SHALL BE PLANTED IN SUCH A MANNER AS TO PRESENT A FINISHED APPEARANCE AND REASONABLY COMPLETE COVERAGE.

F. GRASS. GRASS AREAS SHALL BE PLANTED USING SPECIES NORMALLY GROWN AS PERMANENT LAWNS IN CENTRAL MICHIGAN.

H. MULCH. WHEN USED AROUND TREES, SHRUBS AND FLOWER BEDS, MULCH SHALL BE TO A DEPTH NECESSARY TO PREVENT WEED GROWTH AND INSTALLED IN A MANNER SO AS TO PRESENT A FINISHED APPEARANCE.

I. UNDESIRABLE PLANT MATERIAL. THE USE OF PLANT MATERIAL THAT IS SUSCEPTIBLE TO STORM DAMAGE, PESTS OR DISEASE SHALL NOT BE PERMITTED. THE USE OF FRUIT-BEARING PLANT MATERIAL ALONG PUBLIC WAYS SHALL NOT BE PERMITTED.

GRADING & DRAINAGE NOTE: SITE IS GRADED TO ENSURE POSITIVE DRAINAGE AWAY FROM ADJACENT PRIVATE PROPERTIES AND TOWARD THE PUBLIC RIGHT-OF-WAY. PARKING AREA SHALL UTILIZE SHEET FLOW AT A MINIMUM 1.0% SLOPE TOWARD EXISTING MUNICIPAL CATCH BASINS LOCATED WITHIN JOHN F KENNEDY DRIVE. NO CONCENTRATED STORMWATER RUNOFF SHALL BE DISCHARGED DIRECTLY ONTO ADJACENT PARCELS. LANDSCAPED GREENBELTS SHALL BE MAINTAINED AS PERVIOUS SURFACES TO FACILITATE ON-SITE INFILTRATION.

PEDESTRIAN CIRCULATION NOTE: ALL PEDESTRIAN TRAFFIC EXITING THE PARKING AREA SHALL BE DIRECTED TO THE EXISTING PUBLIC SIDEWALK. USERS ARE PROHIBITED FROM CROSSING THE ROADWAY MID-BLOCK. PEDESTRIANS SHALL UTILIZE THE PUBLIC SIDEWALK TO TRAVEL TO THE NEAREST DESIGNATED STREET CROSSWALK/INTERSECTION TO ACCESS THE MEDICAL OFFICE PARCEL.

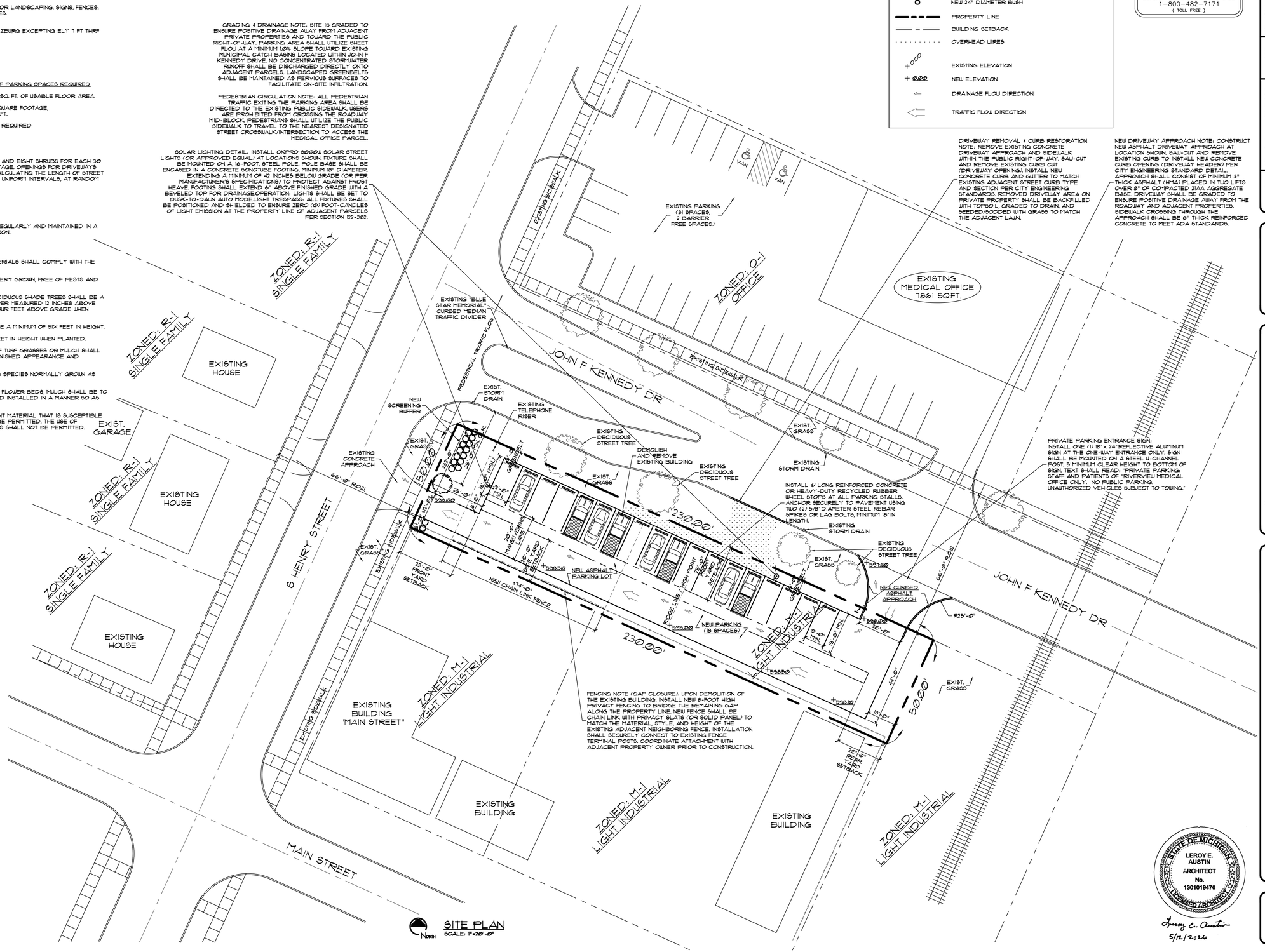
SOLAR LIGHTING DETAIL: INSTALL OKPRO 8000W SOLAR STREET LIGHTS (OR APPROVED EQUAL) AT LOCATIONS SHOWN. FIXTURE SHALL BE MOUNTED ON A 16-FOOT STEEL POLE. POLE BASE SHALL BE ENCASED IN A CONCRETE SONOTUBE FOOTING, MINIMUM 18" DIAMETER, EXTENDING A MINIMUM OF 42 INCHES BELOW GRADE (OR PER MANUFACTURER'S SPECIFICATIONS) TO PROTECT AGAINST FROST HEAVE. FOOTING SHALL EXTEND 6" ABOVE FINISHED GRADE WITH A BEVELED TOP FOR DRAINAGE/OPERATION. LIGHTS SHALL BE SET TO DUSK-TO-DAWN AUTO MODE/LIGHT TREESPASS. ALL FIXTURES SHALL BE POSITIONED AND SHIELDED TO ENSURE ZERO (0) FOOT-CANDLES OF LIGHT EMISSION AT THE PROPERTY LINE OF ADJACENT PARCELS PER SECTION 122-382.

DRIVEWAY REMOVAL & CURB RESTORATION NOTE: REMOVE EXISTING CONCRETE DRIVEWAY APPROACH AND SIDEWALK WITHIN THE PUBLIC RIGHT-OF-WAY. SAW-CUT AND REMOVE EXISTING CURB CUT (DRIVEWAY OPENING). INSTALL NEW CONCRETE CURB AND GUTTER TO MATCH EXISTING ADJACENT STREET CURB TYPE AND SECTION PER CITY ENGINEERING STANDARDS. REMOVED DRIVEWAY AREA ON PRIVATE PROPERTY SHALL BE BACKFILLED WITH TOPSOIL, GRADED TO DRAIN, AND SEEDED/SODDED WITH GRASS TO MATCH THE ADJACENT LAWN.

NEW DRIVEWAY APPROACH NOTE: CONSTRUCT NEW ASPHALT DRIVEWAY APPROACH AT LOCATION SHOWN. SAW-CUT AND REMOVE EXISTING CURB TO INSTALL NEW CONCRETE CURB OPENING (DRIVEWAY HEADER) PER CITY ENGINEERING STANDARD DETAIL. APPROACH SHALL CONSIST OF MINIMUM 3" THICK ASPHALT (1-1/4A) PLACED IN TWO LIFTS OVER 8" OF COMPACTED 21AA AGGREGATE BASE. DRIVEWAY SHALL BE GRADED TO ENSURE POSITIVE DRAINAGE AWAY FROM THE ROADWAY AND ADJACENT PROPERTIES. SIDEWALK CROSSING THROUGH THE APPROACH SHALL BE 6" THICK REINFORCED CONCRETE TO MEET ADA STANDARDS.

PRIVATE PARKING ENTRANCE SIGN:
INSTALL ONE (1) 18" x 24" REFLECTIVE ALUMINUM SIGN AT THE ONE-WAY ENTRANCE ONLY. SIGN SHALL BE MOUNTED ON A STEEL U-CHANNEL POST, 5' MINIMUM CLEAR HEIGHT TO BOTTOM OF SIGN. TEXT SHALL READ: "PRIVATE PARKING: STAFF AND PATIENTS OF 'RIVERVIEW MEDICAL OFFICE ONLY'. NO PUBLIC PARKING. UNAUTHORIZED VEHICLES SUBJECT TO TOWING."

FENCING NOTE (GAP CLOSURE): UPON DEMOLITION OF THE EXISTING BUILDING, INSTALL NEW 8-FOOT HIGH PRIVACY FENCING TO BRIDGE THE REMAINING GAP ALONG THE PROPERTY LINE. NEW FENCE SHALL BE CHAIN LINK WITH PRIVACY SLATS (OR SOLID PANEL) TO MATCH THE MATERIAL, STYLE, AND HEIGHT OF THE EXISTING ADJACENT NEIGHBORING FENCE. INSTALLATION SHALL SECURELY CONNECT TO EXISTING FENCE TERMINAL POSTS. COORDINATE ATTACHMENT WITH ADJACENT PROPERTY OWNER PRIOR TO CONSTRUCTION.



SITE PLAN
SCALE: 1"=20'-0"

LEGEND

- NEW RED POINT OCTOBER GLORY MAPLE TWO (2) INCH CALIPER AND TEN (10) FEET IN HEIGHT
- EXISTING TREE
- NEW 24" DIAMETER BUSH
- PROPERTY LINE
- BUILDING SETBACK
- OVERHEAD WIRES
- +000 EXISTING ELEVATION
- +000 NEW ELEVATION
- DRAINAGE FLOW DIRECTION
- TRAFFIC FLOW DIRECTION

MISS DIG
3 WORKING DAYS
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1-800-482-7171
(TOLL FREE)

DATE	REVISION / RELEASE
05/12/2026	BID/PERMIT RELEASE

DATE: 05/11/2026
SCALE: 1"=20'-0"
DRAWN: JAB
JOB #: 20260711

AUSTIN AND ASSOCIATES
ARCHITECTS AND PLANNERS
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NEW PARKING LOT (W/ VARIANCE) FOR:
CSC LAND
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DRAWING
AS-1
2 OF 2

STATE OF MICHIGAN
LEROY E. AUSTIN
ARCHITECT
No. 1301019476
LICENSED ARCHITECT

Leroy E. Austin
5/12/2026

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