



GLADSTONE PLANNING COMMISSION REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue
October 07, 2025
5:00 PM

AGENDA

CALL TO ORDER

1. Election of Officers

ROLL CALL

APPROVAL AND/OR CORRECTIONS OF:

2. Planning Commission Meeting Minutes - September 2, 2025

ADDITIONS TO AGENDA

PUBLIC HEARINGS

UNFINISHED BUSINESS

NEW BUSINESS

3. Planning Commission Term Reappointments | Sam Hewitt & Jason Leonard
4. Delta County Planning Commission Liaison
5. Site Plan | Gladstone Senior Corporation (303 N 8th St)
6. Site Plan | Construction Resource Management Site Plan (202 Delta Ave)

PUBLIC COMMENT

INFORMATION SHARING

7. DDA's Facade Grant Deadline
8. Fernwood Cemetery Clean-Up
9. New Business | Gladstone Savers
10. New Business | R.E.E. LeDeau
11. Notice of General Election on November 4, 2025
12. The Oaks Golf Course
13. Sign Ordinance Review

COMMISSIONER COMMENTS

ADJOURNMENT

The City of Gladstone will provide all necessary, reasonable aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting to individuals with disabilities at the meeting/hearing upon five days notice to the City of Gladstone.

Individuals with disabilities requiring auxiliary aids or services should contact the City of Gladstone by writing or calling City Hall at (906) 428-2311.

Posted: 10-06-2025 | Patricia West, Community Development Director |
pwest@gladstonemi.gov



Board: Planning Commission
 Agenda: October 7, 2025
 Date:
 Presenter: Patricia West

Staff Report

Agenda Item Title:

Election of Officers

Background:

The election of all officers shall occur at the Planning Commission’s first regular meeting after **September 30** each year.

The Planning Commission officers consist of a *Chairperson* and *Vice-Chairperson/Secretary*, elected annually from the membership. Nominations must be made and seconded by current members, with elections conducted by **roll call vote**. A single nominee is considered unanimously elected, and all officers must receive a majority vote of the **full** Commission. Officers serve one-year terms and are eligible for reelection.

2024-2025 Officers:

- Chairperson, Howard Haulotte
- Vice-Chair/Secretary: John Noreus

Fiscal Effect:

None

Supporting Documentation:

[Excerpt] Planning Commission By-Laws | Section III: Officers

Recommendation:

Appoint both a chairperson and vice-chair.

I. AUTHORITY

These By-laws and rules of Procedure are adopted by the City of Gladstone Planning Commission (hereinafter called Planning Commission) pursuant to Public Act 285 of 1931, as amended.

II. MEMBERSHIP

- A. Except as otherwise provided in this document, the Planning Commission shall consist of seven members who shall be appointed by the mayor, subject to the approval by a majority vote of the members elect of the City Commission.
- B. The term of each Planning Commission member shall be three years. All members shall hold office until their successors are appointed. Members may, be removed from office by the City Commission for misfeasance, malfeasance or nonfeasance upon written charges and after a public hearing.
- C. Vacancies occurring in office other than through the expiration of term shall be filled through appointment by the mayor for the un-expired term.
- D. Members of the Planning Commission shall serve without compensation for their services, unless otherwise provided by the City Commission.
- E. Members of the Planning Commission and staff shall be entitled to receive reimbursement for expenses incurred for travel in the performance of activities authorized by the City Commission, including but not limited to, attendance at conferences, workshops, educational and training programs and meetings. Such reimbursement for expenses shall be at the rates provided by the city for travel by City Staff. However, the following types of travel shall not be eligible for reimbursement:
 1. Travel to and from Planning Commission meetings.
 2. Local Travel for the purpose of viewing sites, which will be the subject of Planning Commission action.
 3. Attendance at conferences, workshops, education and training programs and meetings, which are held within a radius of ten (10) miles from Gladstone City Hall.
 4. Travel for which there is no funds available in the Planning Commission budget.
 5. Travel which the chairperson of the Planning Commission, in his or her sole discretion, determines to be not eligible for reimbursement under these provisions.

III. OFFICERS

A. Selection

1. The officers of the Planning Commission shall consist of Chairperson and Vice-Chairperson/Secretary selected from the general membership of the Planning Commission.
2. The election of all officers shall occur at the Planning Commission's first regular meeting after September 30 each year.
3. Nominations of members for an office shall be by a current member of the Planning Commission during the meeting when elections are held.
4. All nominations shall be seconded by another member of the Planning Commission to be considered a valid nomination.
5. All elections shall be conducted by a roll call vote. If there is only one nominee for an office, that nominee shall be assumed to be unanimously elected.
6. To be elected to an office, a nominee must receive a majority of the votes of the full Planning Commission.
7. All terms of office shall be for one year with eligibility for reelection.

B. Resignation of the Officers

1. An officer may resign his/her office by submitting a letter to the Planning Commission Chairperson.
2. The resignation from office will not become effective until acted upon and accepted by the Planning Commission at its next regularly scheduled meeting.

C. Duties of the Officers

1. The Chairperson shall:
 - (a) Preside at all meetings and shall conduct all meetings in accordance with the Open Meetings Act, (Public Act 267 of 1976, as amended), and the rules provided herein.
 - (b) As appropriate, act as liaison between the Planning Commission and the City staff, consultants and all other pertinent agencies or agents of the City of Gladstone.
 - (c) Appoint such committees and subcommittees as the Chairperson deems desirable.
 - (d) In cooperation with the Zoning Administration, prepare the agendas for all meetings.

- (e) Be responsible for enforcing these Rules of Procedures and for enforcing orderly conduct at meetings.
 - (f) Have the powers and duties set forth in Roberts Rules of Order to the extent that they do not conflict with these Rules of Procedure.
 - (g) Have the authority to cancel a scheduled meeting in advance of the meeting date where the Chairperson has determined that quorum will not be available and shall reschedule the meeting as may be required.
 - (h) Appoint the recording secretary to record the official record of the meeting.
 - (i) The Chairperson shall have the duty to vote in the same manner as members of the planning commission.
2. The Vice-Chairperson/Secretary shall:
- (a) Assume the duties of the Chairperson in the absence of the Chairperson, or when specifically authorized to do so.
 - (b) Succeed to the office of Chairperson in the event of a vacancy in that office, in which case the Planning Commission shall select a successor to the office of Vice-Chairperson/Secretary at the earliest practical time.
 - (c) Perform such other duties as the Chairperson may assign.
 - (d) As Secretary of the Planning Commission shall:
 - (1) Execute documents in the name of the Commission.
 - (2) Review and sign the draft of the minutes.
 - (3) Receive all communications addressed to the Secretary.
 - (4) Delegate to the recording secretary the keeping of attendance records, providing of all required notices, and preparation of a meeting agenda.
 - (5) Perform such other duties as may be ordered by the Chairperson or Planning Commission
3. The recording secretary shall take notes for minutes and prepare a first draft of minutes for review and signature by the Secretary, perform the duties delegated to the recording secretary by the Secretary, and perform other duties as may be ordered by the Chairperson or Planning Commission.

IV. MEETINGS

A. Meeting Notices



GLADSTONE PLANNING COMMISSION REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue
September 02, 2025
5:00 PM

MINUTES

CALL TO ORDER

Commission Chair, Howard Haulotte, called the meeting to order at 5:00 PM ET.

ROLL CALL

PRESENT	ABSENT
Howard Haulotte	John Noreus (Excused)
John DeFiore	
Sam Hewitt	
Mike Kennedy	
Jason Leonard	
Nick Nastoff	

Staff Present: Patricia West

APPROVAL AND/OR CORRECTIONS OF:

1. Planning Commission Meeting Minutes - August 5, 2025

Motion made by Leonard, seconded by Hewitt to approve the Planning Commission Meeting Minutes of August 5, 2025.

Voting Yea: Haulotte, DeFiore, Hewitt, Kennedy, Leonard, Nastoff

MOTION APPROVED.

ADDITIONS TO AGENDA

None.

PUBLIC HEARINGS

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

2. Recommendation of Waiver for City Utility Requirement | 209 27th St

Motion made by Hewitt, seconded by DeFiore to recommend a waiver of the requirement for the property owner of 209 27th St to utilize city water and sanitary sewer services to the City Commission, with the waiver set to expire within two years if the construction of the home is not completed within that time,

Voting Yea: Haulotte, DeFiore, Hewitt, Kennedy, Leonard, Nastoff

MOTION CARRIED.

3. Establishment of Sign Ordinance Subcommittee

Commission Chair, Haulotte, appointed Commission Leonard, Commissioner Hewitt, and Commissioner Kennedy to the sign ordinance subcommittee, with the expectation

to participate in training and discussions on best practices, review potential updates to the ordinance, and establish a timeline for pursuing possible amendments.

4. Planning Commission Applications Review

Motion made by Hewitt, seconded by Leonard to recommend Jennifer Harding to the mayor for appointment to the Gladstone Planning Commission, subject to a majority vote of the City Commission.

Voting Yea: Haulotte, DeFiore, Hewitt, Kennedy, Leonard, Nastoff

MOTION CARRIED.

PUBLIC COMMENT

None.

INFORMATION SHARING

West provided an overview of the following items.

5. Boo Bash at the Gladstone Campground

The Boo Bash will take place at the Gladstone Campground on Saturday, September 6th.

6. City of Gladstone's Downtown Day

Gladstone's Downtown Day is scheduled for Saturday, September 27th and will feature a street fair, farmers market, and promotions throughout downtown Gladstone.

7. DDA's Facade Grant Application Round

The DDA's facade grant application round opened on September 1st, and will close on October 31st, with funding intended to be used in 2026.

8. Downtown Survey Results

West provided an overview of the DDA's downtown survey results.

9. Grand View Estates Subdivision #4

The preliminary plat for Grand View Estates Subdivision was approved by the City Commission. West is now working with Dynamic Designs to finalize the plat by working with other approving authorities through the county and state.

10. Hot Rods & Harleys

The final Hot Rods & Harleys event will take place on September 18th on Delta Avenue and 8th St. The DDA will be sponsoring a band for the final event.

11. IFT District for AMI Industries

The district boundary for a potential IFT district was approved by the City Commission.

12. New Downtown Businesses

West shared that there are two new businesses coming to downtown Gladstone. Lavender Co has opened within the Rialto Center, and Mancave Dave is set to open at 1017 Delta Ave.

COMMISSIONER COMMENTS

Each commissioner took a moment to thank Jen Harding for her interest in serving the Planning Commission, and looked forward to working with her.

ADJOURNMENT

The meeting adjourned at 5:40 PM ET.



Board: Planning Commission
Agenda October 7, 2025
Date: _____
Presenter: Patricia West

Staff Report

Agenda Item Title:

Planning Commission Term Reappointments | Sam Hewitt & Jason Leonard

Background:

The Planning Commission terms of Sam Hewitt and Jason Leonard end October 2025. Renewal of the appointment would be through October of 2028.

Fiscal Effect:

None

Supporting Documentation:

None

Recommendation:

Recommend Sam Hewitt and Jason Leonard to the Mayor for reappointment to the Planning Commission, subject to the approval by a majority vote of the members elect of the City Commission.



Board: Planning Commission
Agenda August 5, 2025
Date: _____
Presenter: Patricia West

Staff Report

Agenda Item Title:

Delta County Planning Commission Liaison

Background:

The Delta County Planning Commission By-Laws allow for a representative from the Gladstone Planning Commission to serve as a liaison to the Delta County Planning Commission. The purpose of this is to provide certain Delta County officials and quasi-officials with the ability to participate in discussions.

The Delta County Planning Commission meets on the first Monday of each month at 5:30 PM at the Delta County Service Center Board Room, located at 2920 College Ave in Escanaba.

Fiscal Effect:

None

Supporting Documentation:

Delta County Planning Commission By-Laws

Recommendation:

Motion to appoint a liaison to the Delta County Planning Commission.

**BY-LAWS AND RULES OF PROCEDURE
OF THE
PLANNING COMMISSION OF DELTA COUNTY**

We, the members of the Planning Commission of County of Delta, authorized by ordinance and duly appointed by the Delta County Board of Commissioners, do hereby adopt, publish and declare the following by-laws and rules of procedure.

ARTICLE I. NAME AND MAILING ADDRESS

- A. The official name shall be the "DELTA COUNTY PLANNING COMMISSION", herein referred to as "Planning Commission."
- B. The official mailing address of the Planning Commission shall be the same as the mailing address for the Delta County Zoning and Building Department

ARTICLE II. MEETINGS AND QUORUM

- A. Regular meetings of the Planning Commission shall be held at 5:30 at the Delta County courthouse, or such other place that the chair shall designate, on the first Monday of each month. A meeting may be canceled if there are no matters for the Planning Commission to consider. Special meetings of the Planning Commission may be held upon the call of the Chair, Vice-Chair, Secretary or at the request of a majority of the members of the Planning Commission. 7 days notice of any special meetings shall be given to each member of the Planning Commission.
- B. A majority of the total members of the Planning Commission shall constitute a quorum for the transaction of any business that may come before any regular or special meeting of the Planning Commission. No official action shall be taken without a quorum present.
- C. The sessions of the Planning Commission shall be open to the public and shall proceed in accordance with provisions of the Open Meetings Act 1976 PA 267, MCL 15.261 to 15.275.
- D. Only members of Planning Commission shall be given the floor to speak during any meeting except:
 - a. County officials who may speak with the consent of the majority of the Board members present.

- b. Any person who, with the consent of the majority of the Board members present, may be given permission to speak in an appropriate place on the agenda for the purpose of addressing the Commission.
- c. Any member of the public speaking at a meeting under the privilege of "Public Comment" or during a "Public Hearing" shall be limited by the following Board policy: Any individual wishing to address the Board will be allocated one three (3) minute period. The three minutes used by the individual are to make statements. There will be no question-and-answer session format.
- d. The Planning Commission may require a Public Hearing. The information shared at a Public Hearing will become part of the County's permanent record and may be used by the Planning Commission in forming its conclusions and make recommendations to the Delta County Board of Commissioners. Planning Commissioners will remain open-minded, objective, and impartial in considering testimony and forming a decision.

Public Hearing Process:

- i. The Planning Commission Chair will open the Public Hearing.
- ii. Administrative Staff presents pertinent information.
- iii. Applicant presents pertinent information.
- iv. Planning Commission Chair asks if any members of the public wish to speak about the petition. Those wishing to speak should provide their name and address for the meeting notes. The public may also provide written testimony. Respectful conduct is expected.
- v. After the public has spoken, the Planning Commission Chair will close the Public Hearing, after which public comments will no longer be accepted.
- vi. Commissioners will deliberate. Commissioners may ask more questions of staff or the applicant, consider the public testimony, or offer reasons they are considering reaching a decision. They evaluate the project based on criteria outlined in County codes. A motion to approve, deny, or continue is typically entertained. If the motion is seconded, a vote is taken.

ARTICLE III. MEMBERSHIP, ATTENDANCE, AND TRAINING

- A. Members of the Planning Commission are appointed by the Delta County Board of Commissioners pursuant to the Delta County Planning Commission Ordinance of February 5, 2019, as amended.
- B. Liaisons. The purpose of liaisons is to provide certain Delta County officials and quasi-officials the ability to participate in discussions with the Planning Commission, in addition to speaking in public participation. Liaisons cannot vote, introduce motions, initiate any other parliamentary action, be counted for a quorum, or be expected to comply with attendance requirements. Liaisons, if not already appointed Planning Commission members, are:
 - 1. Delta County Administrator.
 - 2. Delta County Zoning and Building Administrator.

3. City of Escanaba Planning Commission representative.
 4. City of Gladstone Planning Commission representative.
- C. Attendance. If any member of the Planning Commission is absent from three consecutive regularly scheduled meetings, then that member shall be considered delinquent. Delinquency shall be grounds for the Delta County Board of Commissioners to remove a member from the Planning Commission for nonperformance of duty, or misconduct, after holding a public hearing on the matter. The Planning Commission Chair shall notify the Delta County Board of Commissioners whenever any member of the Planning Commission is absent from three consecutive regularly scheduled meetings, for consideration of further action allowed under law or excuse the absences.
- D. Training. Each member shall put forth a concerted effort to attend at least four hours per year of training in planning and zoning during the member's current term of office.

ARTICLE IV. OFFICERS, ELECTIONS, AND TERMS

- A. The officers of the Planning Commission shall be a Chair, Vice-Chair, and Secretary. The officers shall be regularly appointed members of the Planning Commission.
- B. The Chair shall preside over the meetings of the Planning Commission and exercise all the powers usually incident of the office, retaining the full privileges of a Planning Commissioner. The Chair shall decide on all points of order and procedure, subject to these by-laws. The Chair shall appoint any committees found necessary to investigate any matters before the Planning Commission.
- C. The Vice-Chair shall, in the absence of the Chair, perform all the duties incumbent upon the Chair. In the absence of the Chair and Vice-Chair, the members present may elect for the meeting an acting Chair who shall have full powers of the Chair during the absence of the Chair and Vice-Chair.
- D. The Secretary shall execute, or delegate to the Administrator or Administrative Secretary execution of, documents in the name of the Planning Commission and shall perform such duties as the Planning Commission may determine.
- E. The Delta County Zoning and Building Administrator, hereafter referred to as the "Administrator" or his/her designee shall serve, ex officio without a vote, as the Administrator for the Planning Commission. The Administrator shall receive cases, with appropriate fee, to be put before the Planning Commission, prepare the agenda, organize relevant data and documents, and present cases to the Planning commission. The Administrator shall keep and maintain record of all meetings of the Planning Commission and its committees. These records shall remain the property of the Planning Commission and be retained by the office of the Delta County Zoning and Building Department.

- F. An administrative secretary may be appointed, with approval and reimbursed by the Delta County Board of Commissioners. The Administrative Secretary shall be responsible to take and prepare meeting minutes, take attendance, take roll call votes and other clerical duties the Planning Commission may request.
- G. The officers shall be elected at the first meeting of each calendar year and shall assume office immediately. The officers shall serve for a period of one year, serving until a successor has been elected and assumes office. All officers shall be eligible for re-election for 1 additional year. After serving 2 consecutive years in a particular officer position, the Commissioner will not be eligible for re-election to that particular officer position until a 1-year hiatus from the officer position.
- H. Vacancies in office shall be filled by special election.

ARTICLE V. VOTING

- A. Each regularly appointed member, including the Chair, shall be entitled to one vote on any matter that may come before the Planning Commission. Except on administrative or procedural matters, the record of the Planning Commission shall show the individual vote of each member.
- B. The approval of a comprehensive plan, or any amendment, extension or addition thereto, shall require the affirmative vote of not less than a majority of the total membership of the Planning Commission. Passage of other matters upon which the Planning Commission is authorized to act shall require the majority vote of the Planning Commissioners present in session at the time.
- C. Failure of a motion to approve any matter upon which the Planning Commission is authorized to act shall be deemed a denial. Failure of a motion to deny any matter upon which the Planning Commission is authorized to act shall not constitute approval.
- D. The Planning Commission shall include findings of fact supporting any action upon which it authorized to act. A clear description of conditions necessary to carry out the spirit and intent of any comprehensive plan or official control shall be included in the action. The Administrator shall submit to the Board of Commissioners, in writing, the recommendation of the Planning Commission no later than fourteen (14) calendar days following action by the Planning Commission. The transmittal to the Board of Commissioners shall include the motion and findings of fact considered by the Planning Commission.

ARTICLE VI. CONFLICT OF INTEREST

- A. Before engaging in a matter on which a Planning Commission member may have a conflict of interest, the member shall disclose the potential conflict of interest to the Planning Commission at a time during the meeting when the agenda allows such

declaration. Failure of a member to disclose a potential conflict of interest as required by these bylaws constitutes malfeasance in office.

- B. Conflict of interest shall be defined as by the State of Michigan Public Acts including but not limited to PA 96 2014 and PA 318 1968.
- C. Each member of the Commission shall avoid conflicts of interest and/or incompatibility of office. As used here, a conflict of interest shall at a minimum include, but not necessarily be limited to, the following:
 - a. Issuing, deliberating on, voting on, or reviewing a case concerning him or her.
 - b. Issuing, deliberating on, voting on, or reviewing a case concerning work on land owned by him or her or which is adjacent to land owned by him or her.
 - c. Issuing, deliberating on, voting on, or reviewing a case involving a corporation, company, partnership, or any other entity in which he or she is a part owner, or any other relationship where he or she may stand to have a financial gain or loss.
 - d. Issuing, deliberating on, voting on, or reviewing a case which is an action which results in a pecuniary benefit to him or her.
 - e. Issuing, deliberating on, voting on, or reviewing a case concerning his or her spouse, children, stepchildren, grandchildren, parents, brothers, sisters, grandparents, parents' in-law, grandparent's in-law, or members of his or her household.
 - f. Issuing, deliberating on, voting on, or reviewing a case where his or her employee or employer is:
 - i. an applicant or agent for an applicant, or
 - ii. has a direct interest in the outcome.
- D. If there is a question whether a conflict of interest exists or not, the question shall be put before the Commission. Whether a conflict of interest exists or not shall be determined by a majority vote of the remaining members of the Commission.
- E. When a conflict of interest exists, the member of the Commission, or committee, shall do all of the following immediately, upon first knowledge of the case and determining that a conflict exists:
 - a. declares a conflict exists at the next meeting of the Commission or committee:
 - b. cease to participate at the Commission or committee meetings, or in any other manner, or represent one's self before the Commission, its staff, or others, and
 - c. during deliberation of the agenda item before the Commission or committee, leave the meeting or remove one's self from the front table where members of the Commission sit, until that agenda item is concluded.
- F. If a member of the Commission is appointed to another office, which is an incompatible office with his or her membership on the Commission, then on the effective date of the appointment to the other office, that shall result in an automatic resignation from the Commission. If a member of another office is appointed to the Commission, which is an

incompatible office with his or her membership in the other office, then on the effective date of the appointment to the Commission, that shall result in an automatic resignation from the other office.

ARTICLE VII. COMMITTEES

Committees may be established by the Chair or by affirmative vote of a majority of the membership of the Planning Commission. Standing or temporary committees of one or more members shall be charged with such duties of examination, investigation and inquiry relative to one or more subjects of interest to the Planning Commission, as the Chair may direct or the Planning Commission may by motion or resolution determine. No standing or temporary committee shall have the power to commit the Planning Commission to the endorsement of any plan or program without its submission to the Planning Commission for consideration at a regular or special meeting.

ARTICLE VII. AMENDMENTS

The Planning Commission may amend these By-laws and Rules of Procedure by majority vote of the total membership at any regular or special meeting. A copy of the proposed amendments must be transmitted in writing to each member of the Planning Commission at least fourteen (14) calendar days in advance of the meeting at which action is scheduled.

Approved by Planning Commission March 1, 2021

Approved by County Board March 2, 2021

Adopted: March 2, 2021



Board: Planning Commission
Agenda October 7, 2025
Date: _____
Presenter: Patricia West

Staff Report

Agenda Item Title:

Gladstone Senior Corporation Site Plan | 303 N 8th St

Background:

The Gladstone Senior Corporation has submitted a Zoning Application to construct a new garage on the property. The Zoning Code requires that any development in the B-2 district be forwarded to the Planning Commission for final review.

Fiscal Effect:

None

Supporting Documentation:

Zoning Land Use Application | Gladstone Senior Corporation

Code of Ordinances :

- Sec. 30-509. – Site plan review
- Sec. 30-548. – B-2 district
- Sec. 30-552. – Height and placement regulations
- Sec. 30-554 - Land use and density and intensity regulations

Recommendation:

Motion to approve the construction of proposed garage at **303 N 8th St** as presented.

Gladstone

MICHIGAN



Item 5.

Zoning Land Use Application

Any land use within the city shall not be commenced or changed, and no structure shall be erected or enlarged, until the person conducting such use or erecting or enlarging such structure has obtained a zoning compliance permit from the zoning administrator.

The permit fee payment is required prior to the Zoning Administrator's review and can be found in the current fiscal year fee schedule.

Applicant Information

*If submitting on behalf of an owner, please complete a Letter of Authorization.

Name of Applicant/Company: BRASSICK Construction Inc

Phone Number: 906-630-1304 Email: Jabrassick@charter.net

Is the applicant the owner of the property? Yes No

Property Owner Information (If Different)

Property Owner's Name Mladstone Senior Corporation

Phone Number: 906-428-2201 Email: gladstoneseniorcentercorp@gmail.com

Mailing Address: 303 N 8th Street

Please indicate the type of property: Corner Lot Interior Lot

Property Information

Property Address: 303 N 8th Street Gladstone, MI

Legal Description of Property: (See Attached)

Zoning District: B-2^{PW} Lot Size (Square Feet): 29,192.6

Lot Length (Feet): 329.8' Lot Width (Feet): 90'

How many buildings currently exist on the property? 2

What is the square footage of the existing buildings/structures on the property? (List all that apply.)

Building/Structure Description:	Square Footage:
<u>Senior Center Building</u>	<u>7656</u>
<u>Storage Building</u>	<u>400</u>

Is the property in a 100-year flood plain? Yes No ^{PW}

New Construction Information

Are you proposing a new building or an addition to an existing structure? Addition New Build

Please indicate which proposed use best describes the project for which you are applying:

- Commercial Building
- Garage
- Home (Single-Family)
- Home (Two-Family)
- Home (Multi-Family)
- Shed
- Mobile Home
- Other _____

What are the dimensions of the proposed build or addition in feet?

Length: 32' Width: 28' Height: 9' Walks

Type of Roof on Proposed Structure:

- Flat
- Gable
- Gambrel
- Hip
- Mansard

How far is the new construction from the property lines (in feet)?

Front Setback: 270' Side Setback (1): 53' Side Setback (2): 5' Rear Setback: 12'

What is the estimated value of new construction? 42,000⁰⁰

Garage & Shed Information

If the proposed build includes a garage or shed, please complete the information below:

Is the garage or shed attached or detached to another structure? Attached Detached Not Applicable

If another structure exists on the property, what is the distance (in feet) between the proposed structure and the nearest existing building? 44'

To your knowledge, does the property currently have any approved variances, nonconforming uses, special land uses, or agreements with the City of Gladstone? Yes No

If yes, please provide the details (you may attach additional documentation): _____

Are there any public right-of-ways, easements abandoned/vacated alleys, or conditions that exist on the property? Yes No

If yes, please provide the details (you may attach additional documentation): _____

***TAKE NOTE: It is the property owner's responsibility to determine where the property lines are and/or any restrictions of development that exist with the property.**

Please attach a site plan showing the location of all existing and proposed buildings, driveways, hedges and fences, public streets and alleys in accordance with the City of Gladstone's Code of Ordinances, Section 30-509. Further clarification can be found on the following page.

We, the undersigned owner/agent of the above-described property hereby apply to you for a Zoning Land Use Permit with a sketch drawn to scale, showing actual dimensions and shape of the lot, exact sizes, and locations of existing buildings on the lot and locations and dimensions of the proposed buildings or alterations. The property owner(s) shall verify any existing easement(s) and/or right-of-way(s). The applicant certifies the information submitted is accurate. The applicant states that he/she has the property owner's authority to execute this agreement and permit. Any certificate issued upon a false statement of any fact which is material to the issuance hereof, shall be void. All questions must be answered.

Submitted By (Please Print): James A Brassick

Signature: James A Brassick Date: 9-22-25

SITE PLAN CHECKLIST

Before you submit your application, please ensure all the items below are included in your site plan. Incomplete site plans will slow down the review of your application. Note that additional information may be required by the Zoning Administrator.

- Dimensions & Location:** Include distances from property lines, distances between buildings, building height, number of stories, and required setbacks
 - ✓ Lot & Property Lines
 - ✓ Proposed Structures to *be Added*
 - ✓ Existing Structures to be *Removed*
 - ✓ Setback Measurements to Each Structure
 - ✓ Existing Structures to *Remain*

- Driveways & Parking Areas:** Location and layout of all existing and proposed driveways and/or parking areas
 - ✓ Drainage
 - ✓ Snow Storage Areas
 - ✓ Number of Parking Spaces
 - ✓ Space and Aisle Dimensions
 - ✓ Parking Angles

- Reference Points:**
 - ✓ Abutting Streets (Labeled)
 - ✓ Scale with North Arrow
 - ✓ Alleyways
 - ✓ Sidewalks
 - ✓ Easements
 - ✓ Signage
 - ✓ Fencing & Hedges (Both New and Proposed)
 - ✓ Relationship to Neighboring Properties
 - ✓ Right-of-Way(s)
 - ✓ Trash Collection Areas

OFFICE USE ONLY

Approved Denied Zoning Administrator: _____ Date: _____

Zoning Administrator Notes: _____

11:14 5
LSEK 271 PAGE 16

EXHIBIT "A"

Item 5.

Legal Description

Land located in the City of Gladstone, County of Delta, and State of Michigan, described as follows:

WEST PARCEL: From the East Quarter corner of Section 21, T40N, R22W, measure North along the East line of said Section a distance of 772.0 feet to the Northerly right-of-way line of Railway Ave., thence measure S74°03'W along said right-of-way line a distance of 535.23 feet to the point of beginning of the land herein described, thence N15°57'W a distance of 72.0 feet, thence S74°47'20"W a distance of 248.37 feet to the Easterly right-of-way line of 8th Street, in the City of Gladstone, extended Northwesterly, thence S15°53'35"E along said right-of-way line a distance of 49.83 feet, thence S78°51'30"E a distance of 56.26 feet to the Northerly right-of-way line of said Railway Ave., thence N74°03'E along said right-of-way line a distance of 198.27 feet to the point of beginning.

Gladstone

PLANNING COMMISSION

Criteria for Site Plan Review

Zoning District B-2

Does the proposed structure meet the setback requirements of the zoning district?

Setback Minimum Requirements:

Front: 20 feet Side: 0 feet Total of Both Sides: 0 feet Rear: 10 feet

Proposed Setbacks:

Front: 270 feet Side 1: 53 feet Side 2: 5 feet Rear: 10 feet

Does the proposed structure intrude within 30 feet of a boundary line to a R-1, R-2, R-3, or R-4 district?

Please see GIS Image.

Does the proposed structure come within 10 feet to an existing building?

No – 44 feet from existing structure.

Does the proposed structure meet the height limitations?

Height Limit: 40 feet

Proposed Height 14^{1/10} feet to peak

Does the proposed structure exceed the allotted ground coverage ratio?

Maximum Ground Coverage Allowed: 60%

Proposed Ground Coverage: 30.67%

Does the proposed structure impede upon or violate the parking restrictions outlined in the code?

Use: Other Businesses and industrial uses

Requirement: 0.75 times the maximum number of employees on the premises at any one time.

The purpose of the site plan review shall be to determine compliance with the provisions set forth in this article, to promote the orderly development of the city, the stability of values, investments and general welfare, and to help prevent the impairment or depreciation of land values and development by the erection of structures, or additions or alterations to structures, without proper attention to siting and appearance. The following provisions shall apply to all site plans unless otherwise provided in this article and shall be minimum requirements, and additional procedures may be required by this article or the city commission:

- (1) A site plan shall be submitted to the zoning administrator for review, and a fee shall be submitted in accordance with the fee schedule approved by the city commission for the following:
 - a. Any use or development for which the submission of a site plan is required by any provision of this article.
 - b. Any development, except newly constructed single-family and two-family residential, for which off-street parking areas are provided as set forth in section 30-583.
 - c. Any use in the multiple residential (R-3), business (B-1, B-2) or industrial (I-1, I-2) districts.
 - d. Any use, except newly constructed single-family or two-family residential, which lies contiguous to a major thoroughfare or collector street, or across the street from a residential district.
 - e. All residentially-related conditional uses permitted in single-family districts, including, but not limited to, churches, schools and public facilities.
 - f. Building additions, modifications, accessory buildings or fences shall require zoning administrator review.
- (2) Site plans shall be prepared in a clear and orderly manner and shall include the following information:
 - a. A scale of not less than one inch equals 50 feet if the subject property is less than three acres, and one inch equals 100 feet if the subject property is three acres or more.
 - b. Date, north point and scale.
 - c. The actual dimensions of all lot and property lines (as shown by a licensed surveyor with the survey stakes visible), showing the relationship of the subject property to abutting properties.
 - d. The location of all existing and proposed structures and utilities on the subject property and all existing structures and utilities on land immediately adjacent to the site within 100 feet of the site's parcel lines.
 - e. The location of all existing and proposed drives and parking areas.

- f. The location and right-of-way widths of all abutting streets and alleys.
- (3) In the process of reviewing the site plan, the zoning administrator shall consider:
- a. The location and design of driveways providing vehicular ingress and egress from the site in relation to streets giving access to the site and in relation to pedestrian traffic.
 - b. The traffic circulation features within the site and the location of an automobile parking area, and the zoning administrator may make such requirements with respect to any matters, as well as assure:
 1. Safety and convenience of both vehicular and pedestrian traffic within the site and in relation to access streets.
 2. Satisfactory and harmonious relationships between the development on the site and the existing and prospective development of contiguous land and adjacent neighborhoods.
- (4) The zoning administrator and/or the planning commission may further require landscaping, fences and walls in pursuance of the objectives set forth in this section, and such landscaping, fences and walls shall be provided and maintained as a condition of the establishment and the continuous maintenance of any use to which they are appurtenant.
- (5) a. The site plan shall be reviewed by the zoning administrator and if the zoning administrator approves the application as complete it shall be forwarded to the planning commission for approval, disapproval or approval with conditions. If the zoning administrator deems the application incomplete, it shall be disapproved and returned to the applicant for further action. The failure of the zoning administrator to either disapprove the application or to approve it as complete within 45 days after submission of the application shall constitute a decision by the zoning administrator that the application is complete and shall be forwarded to the planning commission for action, unless an extension is agreed upon mutually by the applicant and the zoning administrator.
- b. In addition to any specific items of review required by this section, the review of a site plan by the zoning administrator shall include, but not be limited to:
1. That the proposed use conforms to the uses permitted in that zoning district.
 2. That the dimensional arrangement of building(s) and structure(s) conform to the required yards, setbacks and height restrictions of the ordinance.
 3. That the proposed use conforms to all use and design provisions and requirements (if any) as found in the zoning ordinance for specified uses.
 4. That there is a proper relationship between the existing and proposed streets and highways within the vicinity to assure the safety and convenience of pedestrian and vehicular traffic.

5. That the proposed on-site buildings, structures and entryways are situated and designed to minimize adverse effects (upon owners and occupants of adjacent and surrounding properties and members of the public) by providing for adequate design of ingress/egress, interior/exterior traffic flow, storm drainage, erosion, grading, lighting and parking as specified by the zoning ordinance or other county or state law.
 6. That natural features of the landscape are retained where they can enhance the development on the site, or where they furnish a barrier or buffer between the project and adjoining properties (used for dissimilar purposes), or where they assist in preserving the general safety, health and appearance of the neighborhood (e.g. controlling erosion or the discharge of stormwater, etc.).
 7. That adverse effect upon adjoining residents or owners of the proposed development and activities are minimized by appropriate screening, fencing, or landscaping (as provided or required in the zoning ordinance).
 8. That all buildings and structures are accessible to emergency vehicles.
 9. That the site plan as approved is consistent with the intent and purposes of the zoning ordinance and that any special use permits or variances that have been obtained.
- (6) The building permit may be revoked by the zoning administrator in any case where the conditions of the site plan, as approved by the planning commission, have not been complied with.
- (7) Any structure or use added subsequent to the initial site plan approval must be approved by the planning commission. Incidental and minor variations of the approved site plan, with written approval of the zoning administrator and agreed to by the landowner, shall not invalidate prior site plan approval.
- (8) If a new use is proposed for a premise for which a site plan was previously approved, and no new structures are to be erected and/or no structural additions or alterations are to be made to existing structures, then the following provisions shall be applied by the zoning administrator:
- (a) Site plan review shall not be required if the zoning administrator determines that the new use does not have a material adverse impact on the conditions set forth in this section 30-509 which conditions the zoning administrator is required to consider in a site plan review.
 - (b) Site plan review shall be required if the zoning administrator determines that the new use does have a material impact on one or more of the conditions which are required to be considered in a site plan review; however the site plan review process shall be required as

to the condition or conditions impacted only, and if approved by the planning commission shall be considered as a modification of the previously approved site plan for the premises.

- (c) The zoning administrator's authority under this subsection shall apply only to uses which are permitted uses under the applicable zoning provisions.

(Code 1976, § 150.21; Ord. No. 453, § 307, 12-8-1986; Ord. No. 547, § 1(307), 10-27-2003; Ord. No. 564, § 2, 3-26-2007; Ord. No. 567, § 1, 6-25-2007; Ord. No. 574, 10-27-2008; Ord. No. 594, 3-10-2014)

State Law reference— Site plans, MCL 125.3501.

Sec. 30-548. - B-2 district.

- (a) *Scope and intent.* This section applies to the B-2 district. The intent of the B-2 district is to establish and preserve general commercial areas within the city that are convenient and attractive for a wide range of retail uses and business, government and professional offices. The intent of this district is to encourage the concentration of commercial business to the mutual advantage of both the consumers and merchants and thereby promote the best use of land at certain strategic locations.
- (b) *Permitted principal uses.* Permitted principal uses within the B-2 district shall include retail establishments selling gifts, hardware, clothing, drugs, groceries, sporting goods, antiques, baked goods, arts and crafts, studios, beauty shops and barbershops, banks, restaurants, cocktail lounges, offices, clinics, personal service establishments, hotels, motels, funeral homes, theaters (except drive-in), and gas stations. Residential occupancy shall be permitted above the ground floor in the district.
- (c) *Conditional uses.* Conditional uses within the B-2 district shall include open-air business uses, such as sales and rental establishments for trailers, mobile homes, boats, farm equipment, automobile dealers for new or used cars, and the same conditional uses as permitted in the R-3 district.
- (d) *Prohibited uses.* Prohibited uses within the B-2 district shall include junkyards.

(Code 1976, § 150.11; Ord. No. 453, § 207, 12-8-1986; Ord. No. 503, § 207, 2-26-1996)

Cross reference— Businesses, ch. 10.

State Law reference— Mandatory permitted uses, MCL 125.583b, 125.583c.

Sec. 30-552. - Height and placement regulations.

Except as otherwise specifically provided in this article, no structure shall be erected or maintained within the city between any lot line and the pertinent setback distance, and no structure shall be erected or maintained which exceeds the height limit set forth in the following table:

District	Front Setback (feet)	Side Setback (feet)	
		Minimum	Total Both Sides
R-1	25	5	12
R-1A	75	10	20
R-2	25	5	12
R-3	25	5	12
R-4	25	5	12
B-1	20	0 ¹	0 ¹
B-2	20	0	0
O-S	30	10	20
I-1	25	10	20
I-2	25	10	20

¹ There shall be a minimum setback of five feet and total of 14 feet for residential dwellings.

District	Rear Setback (feet)	Height Limit (feet)
R-1	35	30
R-1A	30	30

R-2	30	35	Item 5.
R-3	30	40	
R-4	30	35	
B-1	25	30	
B-2	10	40	
O-S	35	40	
I-1	20	40	
I-2	20	40	

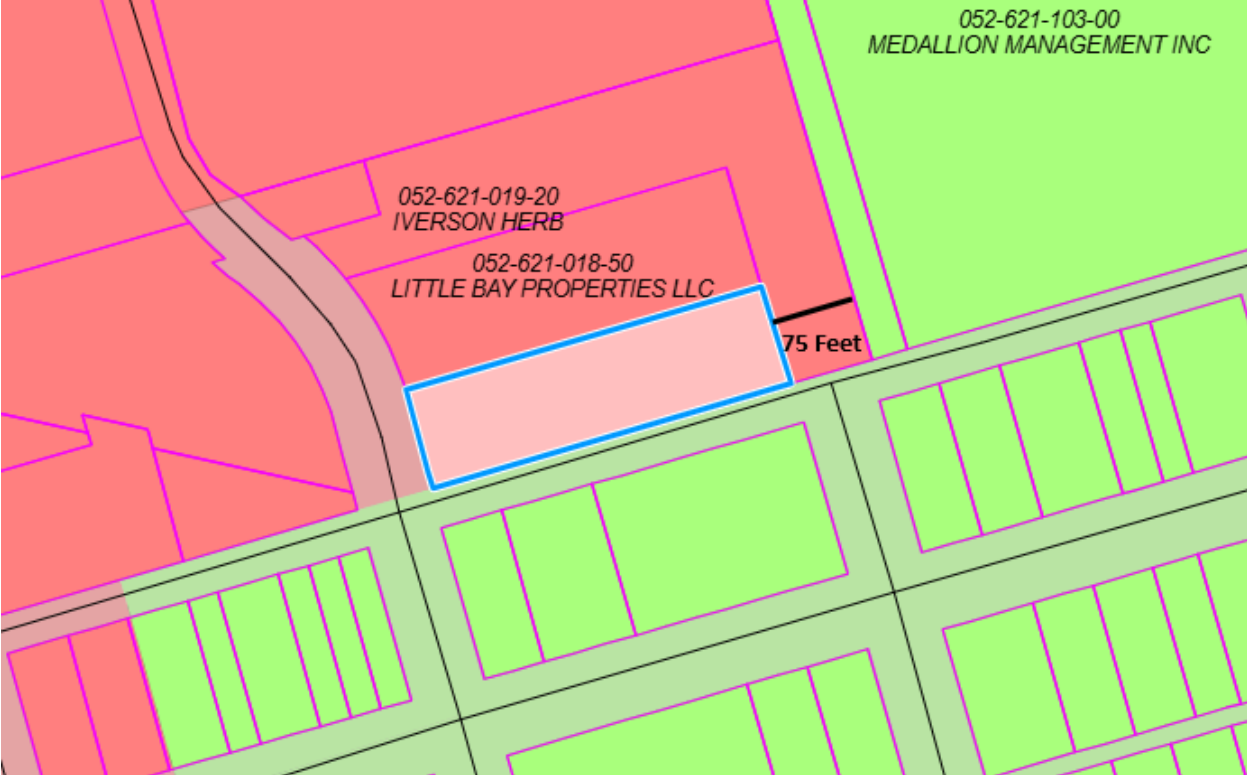
(Code 1976, § 150.15; Ord. No. 453, § 301, 12-8-1986; Ord. No. 498, § 301, 5-22-1995; Ord. No. 564, § 2, 3-26-2007)

Sec. 30-553. - Additional height and placement regulations.

- (a) Where the average of the then existing front setbacks on the lots adjoining and on either side of a lot to be developed on the same street within the city is more or less than the setback required by section 30-552, then such average, rather than the distance specified in such section, shall apply.
- (b) In the R-1, R-2 and R-3, R-4 districts, garages and other necessary outbuildings, if detached from any other buildings and located at least ten feet from such buildings, may be located in, or partially in, the area to the rear of the rear setback line, provided that such garages and outbuildings do not occupy more than 30 percent of such area, are not located closer than five feet from any lot line and do not exceed 15 feet in height. In the R-1 and R-2, R-4 districts, garages and other accessory buildings shall not exceed 1,040 square feet.
- (c) **No buildings, including accessory buildings, shall be constructed closer than five feet to any dedicated public street or alley right-of-way.**
- (d) Chimneys, church steeples and radio and television antennas may exceed otherwise established height limits by not more than 25 feet. Elevator housing and cooling equipment may exceed otherwise established height limits by not more than ten feet. In the I-2 district, the height of a structure may exceed the otherwise established height limit, provided that the height of such structure does not exceed its distance to the nearest property line.

- (e) Terraces, patios and porches which are uncovered and unenclosed and stoops may project three feet beyond a side setback line, six feet beyond a front setback line and 15 feet beyond a rear setback line, provided that they are not more than three feet above grade. Roof overhangs, bay windows and awnings or canopies may project up to two feet, six inches beyond any setback line; provided, however, that awnings or canopies located in B-1, B-2, and O-3 districts may project from the wall to which it is attached to within two feet of and shall be at least eight feet above the curb line or edge of the street where there is no curb. This subsection shall not authorize the erection or maintenance of any structure, or part thereof, over any public street or alley.
- (f) Where a lot fronts on two streets at their intersection, the required front setback shall be on one of the streets, whichever is selected by the owner, or as defined by section 30-471.
- (g) **In the B-1, B-2, I-1 and I-2 districts, structures shall not be erected or maintained within 30 feet of the boundary line of any R-1, R-2 or R-3, R-4 district.**

(Code 1976, § 150.16; Ord. No. 453, § 302, 12-8-1986; Ord. No. 521, § 1, 12-28-1998; Ord. No. 564, § 2, 3-26-2007; Ord. No. 570, § 1, 2-25-2008)





Board:	Planning Commission
Agenda	October 7, 2025
Date:	
Presenter:	Patricia West

Staff Report

Agenda Item Title:

Construction Resource Management Site Plan | 202 Delta Ave

Background:

Construction Resource Management (CRM) has submitted a Zoning Application to construct a new addition to an existing building on the property. The Zoning Code requires that any development in the I-2 district be forwarded to the Planning Commission for final review.

The addition does not violate setbacks or ground coverage.

Fiscal Effect:

None

Supporting Documentation:

Zoning Land Use Application | Construction Resource Management

Code of Ordinances :

- Sec. 30-509. – Site plan review
- Sec. 30-548. – B-2 district
- Sec. 30-552. – Height and placement regulations
- Sec. 30-554 - Land use and density and intensity regulations

Recommendation:

Motion to approve the construction of the proposed addition at **202 Delta Ave** as presented.

Gladstone

MICHIGAN

Zoning Land Use Application

Any land use within the city shall not be commenced or changed, and no structure shall be erected or enlarged, until the person conducting such use or erecting or enlarging such structure has obtained a zoning compliance permit from the zoning administrator.

The permit fee payment is required prior to the Zoning Administrator's review and can be found in the current fiscal year fee schedule.

Applicant Information

*If submitting on behalf of an owner, please complete a Letter of Authorization.

Name of Applicant/Company: Bradfield Excavating

Phone Number: 906-630-7204 Email: P Bradfield@yahoo.com

Is the applicant the owner of the property? Yes No

Property Owner Information (If Different)

Property Owner's Name CRM

Phone Number: 906-428-2906 Email: _____

Mailing Address: 202 Delta Ave Gladstone

Please indicate the type of property: Corner Lot Interior Lot

Property Information

Property Address: 202 Delta Ave ^{PW}

Legal Description of Property: See attachment. ^{PW}

Zoning District: I-2 ^{PW} Lot Size (Square Feet): 11 acres

Lot Length (Feet): _____ Lot Width (Feet): _____

How many buildings currently exist on the property? 4

What is the square footage of the existing buildings/structures on the property? (List all that apply.)

Building/Structure Description:	Square Footage:
<u>66 X 40</u> (2640 sq ft)	<u>40 X 40</u> (1600 sq ft)
<u>40 X 40</u> (1600 sq ft)	
<u>30 X 15</u> (450 sq ft)	

Is the property in a 100-year flood plain? Yes No

New Construction Information

Are you proposing a new building or an addition to an existing structure? Addition New Build

Please indicate which proposed use best describes the project for which you are applying:

- Commercial Building
- Home (Two-Family)
- Mobile Home
- Garage
- Home (Multi-Family)
- Other office
- Home (Single-Family)
- Shed

What are the dimensions of the proposed build or addition in feet?

Length: 14' 8" Width: 12' 8" Height: 12' to peak Existing

Type of Roof on Proposed Structure:

- Flat
- Gable
- Gambrel
- Hip
- Mansard

How far is the new construction from the property lines (in feet)?

Front Setback: _____ Side Setback (1): _____ Side Setback (2): _____ Rear Setback: _____

What is the estimated value of new construction? \$ 90,000

Garage & Shed Information

If the proposed build includes a garage or shed, please complete the information below:

Is the garage or shed attached or detached to another structure? Attached Detached Not Applicable

If another structure exists on the property, what is the distance (in feet) between the proposed structure and the nearest existing building? will not be 10' Addition on office

To your knowledge, does the property currently have any approved variances, nonconforming uses, special land uses, or agreements with the City of Gladstone? Yes No

If yes, please provide the details (you may attach additional documentation): _____

Are there any public right-of-ways, easements abandoned/vacated alleys, or conditions that exist on the property? Yes No

If yes, please provide the details (you may attach additional documentation): _____

***TAKE NOTE: It is the property owner's responsibility to determine where the property lines are and/or any restrictions of development that exist with the property.**

Please attach a site plan showing the location of all existing and proposed buildings, driveways, hedges and fences, public streets and alleys in accordance with the City of Gladstone's Code of Ordinances, Section 30-509. Further clarification can be found on the following page.

We, the undersigned owner/agent of the above-described property hereby apply to you for a Zoning Land Use Permit with a sketch drawn to scale, showing actual dimensions and shape of the lot, exact sizes, and locations of existing buildings on the lot and locations and dimensions of the proposed buildings or alterations. The property owner(s) shall verify any existing easement(s) and/or right-of-way(s). The applicant certifies the information submitted is accurate. The applicant states that he/she has the property owner's authority to execute this agreement and permit. Any certificate issued upon a false statement of any fact which is material to the issuance hereof, shall be void. All questions must be answered.

Submitted By (Please Print): Pete Bradfield

Signature: Pete Bradfield Date: 10-1-25

SITE PLAN CHECKLIST

Before you submit your application, please ensure all the items below are included in your site plan. Incomplete site plans will slow down the review of your application. Note that additional information may be required by the Zoning Administrator.

Dimensions & Location: Include distances from property lines, distances between buildings, building height, number of stories, and required setbacks

- ✓ Lot & Property Lines
- ✓ Existing Structures to be *Removed*
- ✓ Existing Structures to *Remain*
- ✓ Proposed Structures to *be Added*
- ✓ Setback Measurements to Each Structure

Driveways & Parking Areas: Location and layout of all existing and proposed driveways and/or parking areas

- ✓ Drainage
- ✓ Number of Parking Spaces
- ✓ Parking Angles
- ✓ Snow Storage Areas
- ✓ Space and Aisle Dimensions

Reference Points:

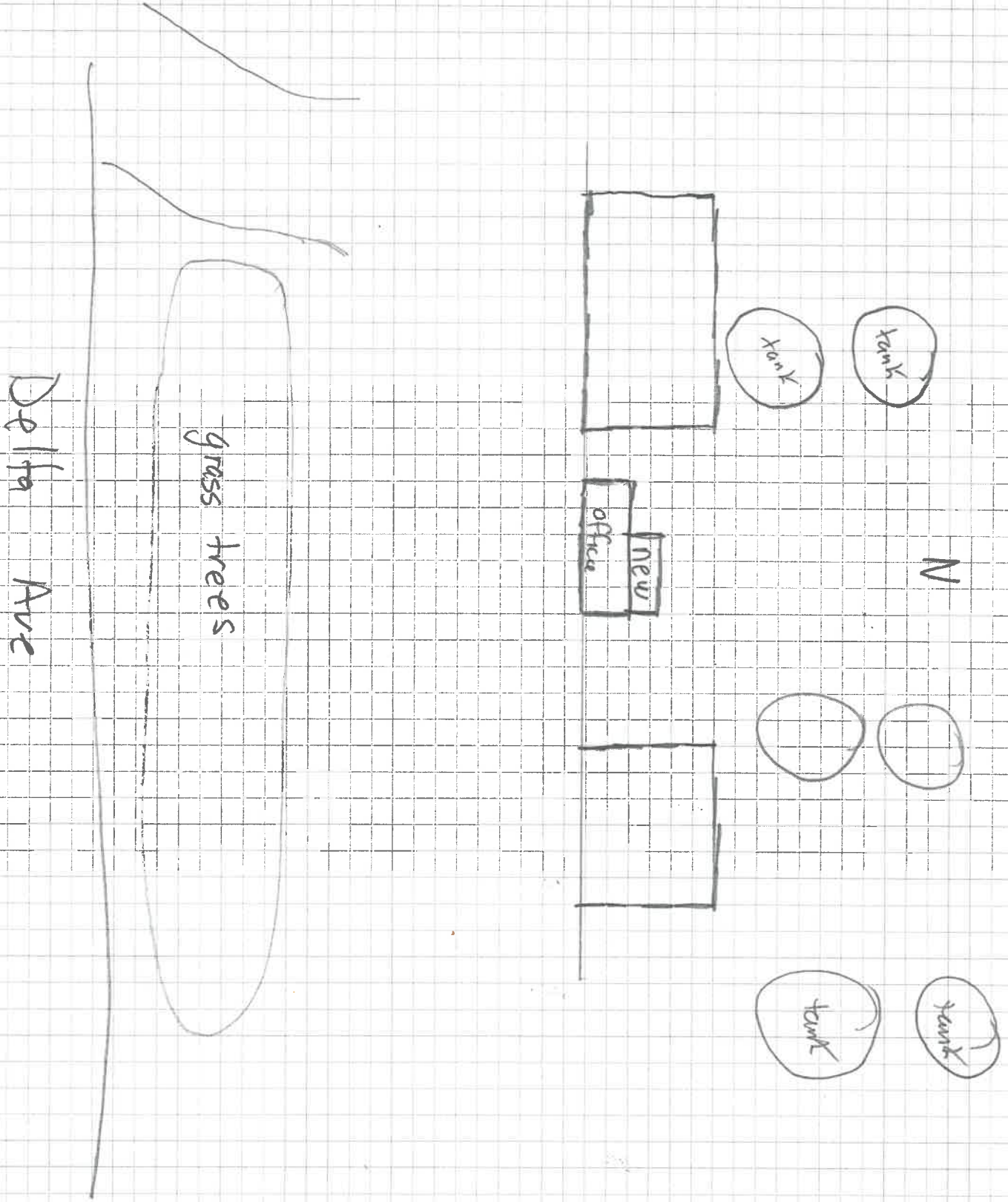
- ✓ Abutting Streets (Labeled)
- ✓ Alleyways
- ✓ Easements
- ✓ Fencing & Hedges (Both New and Proposed)
- ✓ Right-of-Way(s)
- ✓ Scale with North Arrow
- ✓ Sidewalks
- ✓ Signage
- ✓ Relationship to Neighboring Properties
- ✓ Trash Collection Areas

OFFICE USE ONLY

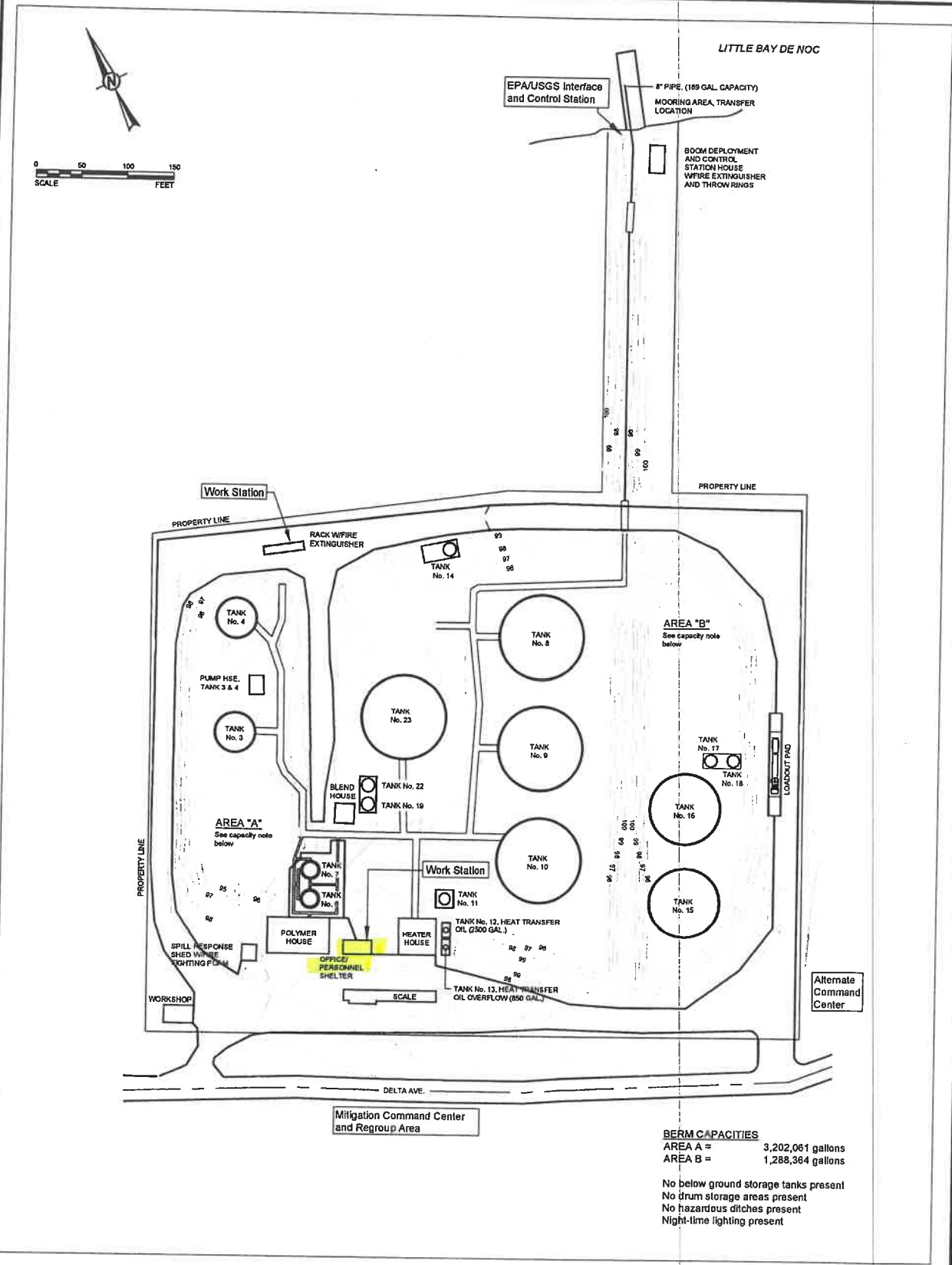
Approved Denied Zoning Administrator: _____ Date: _____

Zoning Administrator Notes: _____

Site Plan Drawing



0:\projects\10051186762 - CRM Tank Foundation\EPA-SITE PLAN-2018.dwg (Layou: SITE PLAN) (Modified: 1/24/2018 9:50 AM) (Plotter: 1/24/2018 03:16:01)



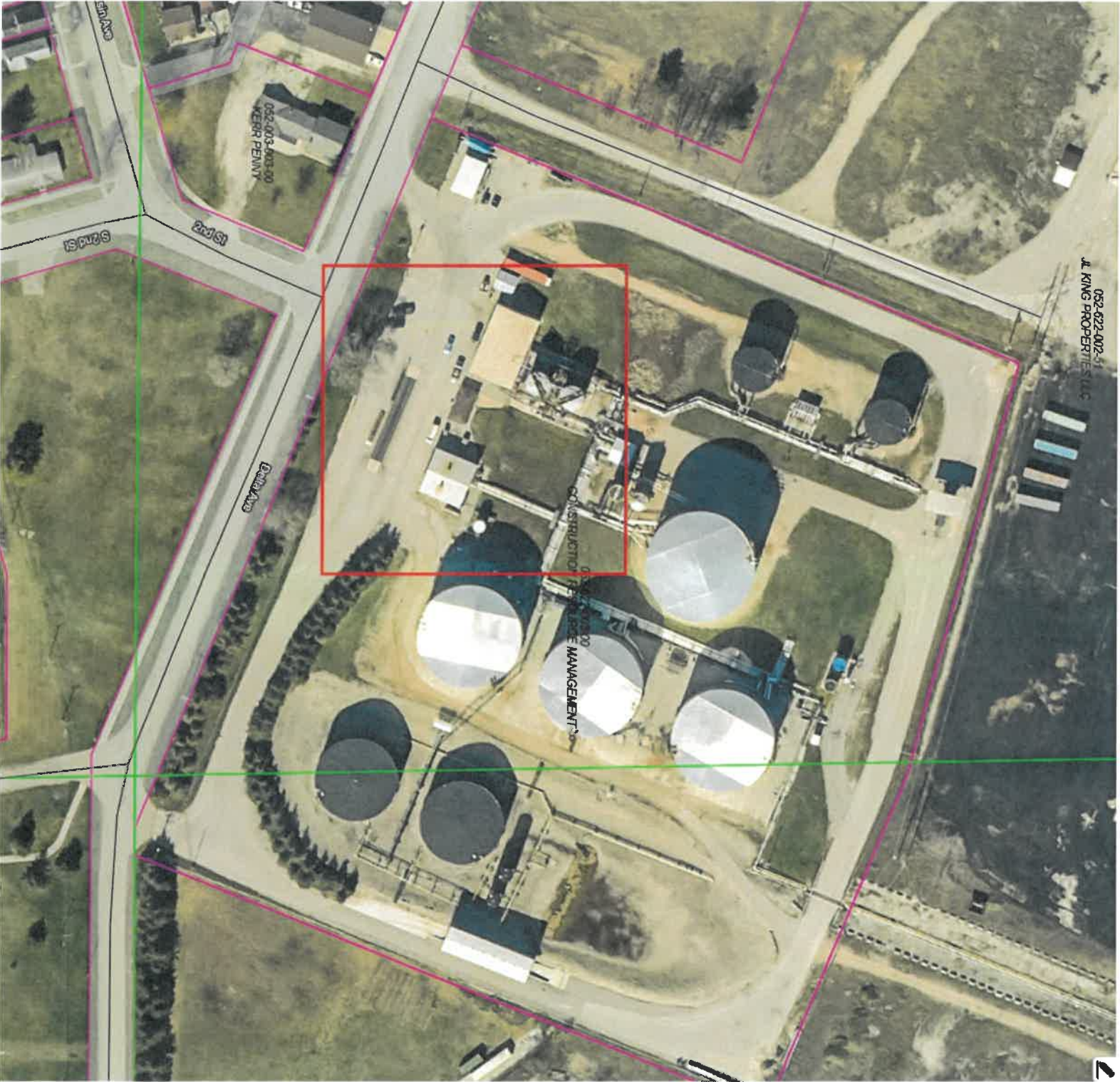
BERM CAPACITIES
 AREA A = 3,202,061 gallons
 AREA B = 1,288,384 gallons

No below ground storage tanks present
 No drum storage areas present
 No hazardous ditches present
 Night-time lighting present

REV	DATE	REVISION DESCRIPTION	DES	CADD	CHK	REV
PROJECT: CONSTRUCTION RESOURCES MANAGEMENT ASPHALT TERMINAL GLADSTONE, MICHIGAN						
TITLE: SITE PLAN						
PROJECT No.	1008750	FILE No.	EPA-SITE PLAN-2018			
DESIGN	TJD	03-15-18	SCALE	1"=100'		
CADD	TJD	03-15-18				
CHECK	GJD	03-15-18				
REVIEW	MJV	03-15-18				



FIGURE 1



GC 22 0/2 GL2-1 SEC 22 T40N R22W BEG AT A PNT ON S LN OF GL#2 2637' E OF W 1/4 COR OF SEC 22; TH N 22*37'41" E 39'
TH N33*39'09"W 391.14'; TH N 74*57'W 379.15'; TH S 22*41' W 565.62'; TH S 67*19' E 680' TO POB 8.49 ACRES M/L

Item 6.

GC 22 0/2 GL2 SEC 22 T40N R22W PARCEL B: FROM SW COR OF GL#2 OF SEC 22 S 89*42' 49" E ALG S LN OF GL#2 1734.08'; TH N
33*39'09" W 435.26' TO POB; TH CONT N 33* 39'09" W 390.94'; TH S 67*21'29" E PARL WITH N ROW LN OF DELTA AVE 325.23'; TH S 22*
38'31" W 216.94'TO POB 0.81 A M/L

EASEMENT C

AN ESMNT FOR INGRESS AND EGRESS OVER AND ACROSS THE FOLLOWING STRIP OF LAND TO THE DOCK; FROM SW COR OF GL#2 OF
SEC 22; S 89*42'49" E ALG S LN OF GL#2 1734.08' TH N 33*39'09" W 826.20'; TH S 67*21'29" E PARL WITH N ROW LN OF DELTA AVE
106.06' TO POB OF THE EASEMENT DESCRIBED AS, TH CONT S 67*21'29" E PARL WITH ROW LN 75'; TH N 22*38'31" E 414' M/L TO
SHORE OF LITTLE BAY DE NOC; TH W'RLY ALG SHORE TO A PNT THAT IS N 22*38'31" E FROM POB; TH S 22*38'31" W 398' M/L TO POB.

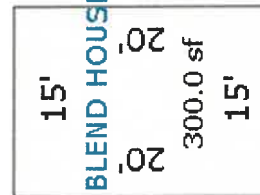
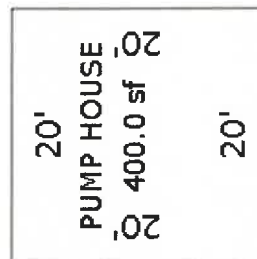
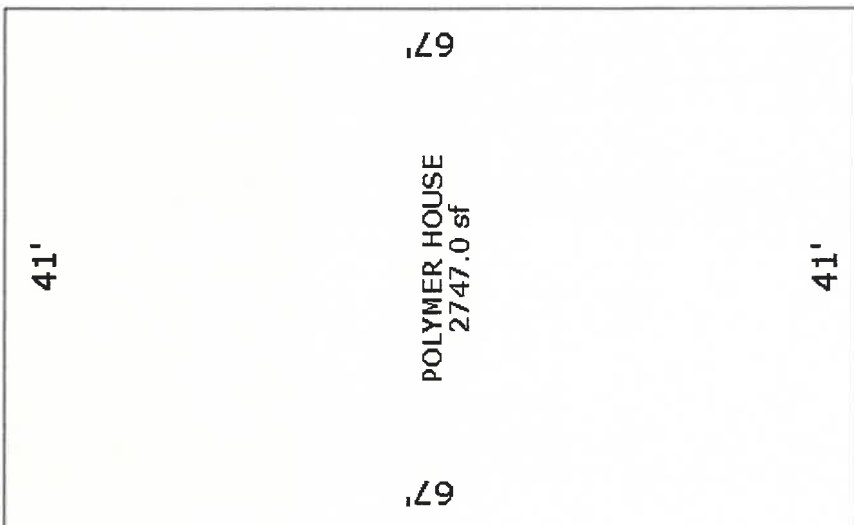
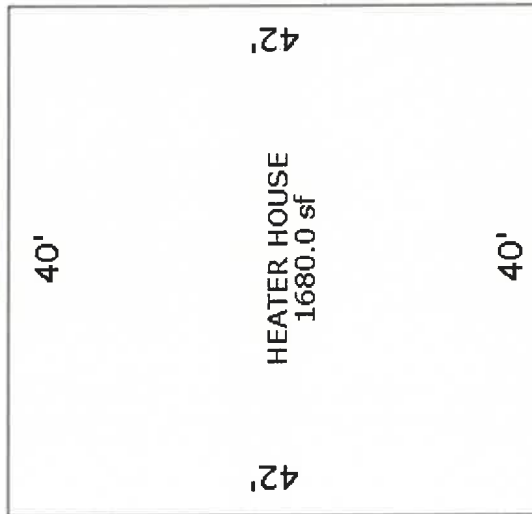
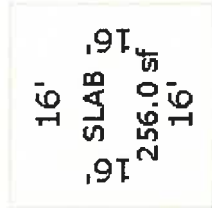
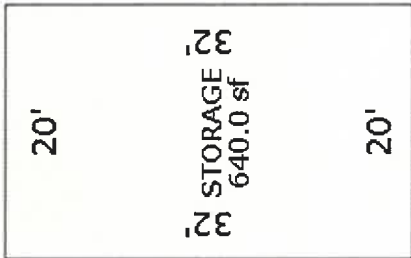
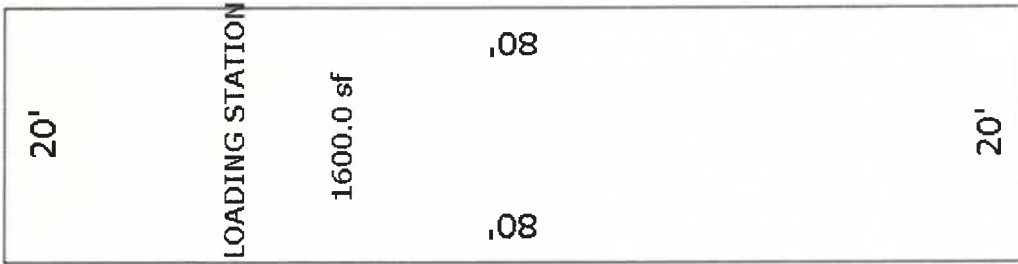
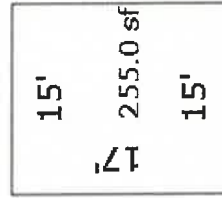
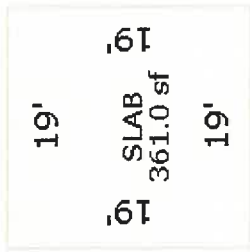
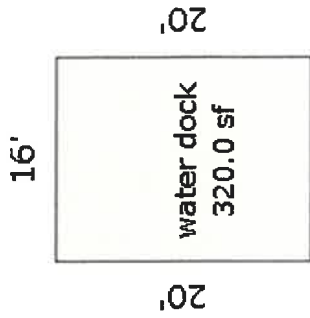
EASEMENT D

AN ESMNT FOR INGRESS AND EGRESS OVER AND ACROSS THE FOLLOWING STRIP OF LAND; FROM SW COR OF GL#2 OF SEC 22; S
89*42'49" E ALG S LN OF GL#2 1319.51' TO CTR 1/4 COR OF SEC 22 AND POB OF ESMNT DESCRIBED; TH CONT S 89*42'49" E ALG S LN
23.05'; TH N 22*38'31" E 21.23'; TH N 67*21'29" W PARL WITH N ROW LN OF DELTA AVE 40'; TH S 22 *38'31" W 30' TO N ROW LN; TH S
67*21'29" E ALG N ROW LN 18.68' TO POB.

EASEMENT E

AN ESMNT FOR INGRESS AND EGRESS OVER AND ACROSS THE FOLLOWING STRIP OF LAND; FROM SW COR OF GL#2 OF SEC 22; S
89*42'49" E ALG S LN OF GL#2 1319.51' TO CTR 1/4 COR OF SEC 22; TH N 67*21'29" W ALG N ROW LN OF DELTA AVE 600.30' TO POB OF
THE EASEMENT DESCRIBED AS; TH CONT N 67*21' 29" W ALG N ROW LN 33.77'; TH N 49*57'57" E 33.77'; TH S 67*21'29" E PARL WITH
N ROW LN 33.77'; TH S 49*57'57" W 33.77' TO POB.

IDD#3 OF 2013



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- (3) In the process of reviewing the site plan, the zoning administrator shall consider:
- a. The location and design of driveways providing vehicular ingress and egress from the site in relation to streets giving access to the site and in relation to pedestrian traffic.
 - b. The traffic circulation features within the site and the location of an automobile parking area, and the zoning administrator may make such requirements with respect to any matters, as well as assure:
 1. Safety and convenience of both vehicular and pedestrian traffic within the site and in relation to access streets.
 2. Satisfactory and harmonious relationships between the development on the site and the existing and prospective development of contiguous land and adjacent neighborhoods.
- (4) The zoning administrator and/or the planning commission may further require landscaping, fences and walls in pursuance of the objectives set forth in this section, and such landscaping, fences and walls shall be provided and maintained as a condition of the establishment and the continuous maintenance of any use to which they are appurtenant.
- (5) a. The site plan shall be reviewed by the zoning administrator and if the zoning administrator approves the application as complete it shall be forwarded to the planning commission for approval, disapproval or approval with conditions. If the zoning administrator deems the application incomplete, it shall be disapproved and returned to the applicant for further action. The failure of the zoning administrator to either disapprove the application or to approve it as complete within 45 days after submission of the application shall constitute a decision by the zoning administrator that the application is complete and shall be forwarded to the planning commission for action, unless an extension is agreed upon mutually by the applicant and the zoning administrator.
- b. In addition to any specific items of review required by this section, the review of a site plan by the zoning administrator shall include, but not be limited to:
1. That the proposed use conforms to the uses permitted in that zoning district.
 2. That the dimensional arrangement of building(s) and structure(s) conform to the required yards, setbacks and height restrictions of the ordinance.
 3. That the proposed use conforms to all use and design provisions and requirements (if any) as found in the zoning ordinance for specified uses.
 4. That there is a proper relationship between the existing and proposed streets and highways within the vicinity to assure the safety and convenience of pedestrian and vehicular traffic.

5. That the proposed on-site buildings, structures and entryways are situated and designed to minimize adverse effects (upon owners and occupants of adjacent and surrounding properties and members of the public) by providing for adequate design of ingress/egress, interior/exterior traffic flow, storm drainage, erosion, grading, lighting and parking as specified by the zoning ordinance or other county or state law.
 6. That natural features of the landscape are retained where they can enhance the development on the site, or where they furnish a barrier or buffer between the project and adjoining properties (used for dissimilar purposes), or where they assist in preserving the general safety, health and appearance of the neighborhood (e.g. controlling erosion or the discharge of stormwater, etc.).
 7. That adverse effect upon adjoining residents or owners of the proposed development and activities are minimized by appropriate screening, fencing, or landscaping (as provided or required in the zoning ordinance).
 8. That all buildings and structures are accessible to emergency vehicles.
 9. That the site plan as approved is consistent with the intent and purposes of the zoning ordinance and that any special use permits or variances that have been obtained.
- (6) The building permit may be revoked by the zoning administrator in any case where the conditions of the site plan, as approved by the planning commission, have not been complied with.
- (7) Any structure or use added subsequent to the initial site plan approval must be approved by the planning commission. Incidental and minor variations of the approved site plan, with written approval of the zoning administrator and agreed to by the landowner, shall not invalidate prior site plan approval.
- (8) If a new use is proposed for a premise for which a site plan was previously approved, and no new structures are to be erected and/or no structural additions or alterations are to be made to existing structures, then the following provisions shall be applied by the zoning administrator:
- (a) Site plan review shall not be required if the zoning administrator determines that the new use does not have a material adverse impact on the conditions set forth in this section 30-509 which conditions the zoning administrator is required to consider in a site plan review.
 - (b) Site plan review shall be required if the zoning administrator determines that the new use does have a material impact on one or more of the conditions which are required to be considered in a site plan review; however the site plan review process shall be required as

to the condition or conditions impacted only, and if approved by the planning commission shall be considered as a modification of the previously approved site plan for the premises.

- (c) The zoning administrator's authority under this subsection shall apply only to uses which are permitted uses under the applicable zoning provisions.

(Code 1976, § 150.21; Ord. No. 453, § 307, 12-8-1986; Ord. No. 547, § 1(307), 10-27-2003; Ord. No. 564, § 2, 3-26-2007; Ord. No. 567, § 1, 6-25-2007; Ord. No. 574, 10-27-2008; Ord. No. 594, 3-10-2014)

State Law reference— Site plans, MCL 125.3501.

Sec. 30-551. - I-2 industrial district.

- (a) *Scope and intent.* This section applies to the I-2 industrial district. The Intent of the I-2 district is to permit certain industrial uses to locate in desirable areas of the city, which uses are primarily of a manufacturing, assembling and fabricating character, including large-scale or specialized industrial operations requiring good access by road and/or railroad, needing special sites of public utility services, and whose external physical effects will be felt to some degree by surrounding districts. The I-2 district is structured to permit the manufacturing, processing and compounding of semi-finished products from raw materials as well as from previously prepared materials.
- (b) *Permitted principal uses.* Permitted uses within the I-2 district shall include manufacturing, processing and compounding of semi-finished or finished products from raw materials or previously prepared materials and junkyards, any use permitted in the I-1 district, except uses identified as businesses in the B-2 district.
- (c) *Conditional uses.* Conditional uses within the I-2 district shall include kennels as defined in chapter 6, animals.

(Code 1976, § 150.14; Ord. No. 453, § 210, 12-8-1986; Ord. No. 503, § 210, 2-26-1996; Ord. No. 564, § 2, 3-26-2007; Ord. No. 569, § 1, 8-13-2007)

Cross reference— Businesses, Ch. 10.

Sec. 30-552. - Height and placement regulations.

Except as otherwise specifically provided in this article, no structure shall be erected or maintained within the city between any lot line and the pertinent setback distance, and no structure shall be erected or maintained which exceeds the height limit set forth in the following table:

		Side Setback (feet)
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District	Front Setback (feet)	Minimum	Total Both Sides
R-1	25	5	12
R-1A	75	10	20
R-2	25	5	12
R-3	25	5	12
R-4	25	5	12
B-1	20	0 ¹	0 ¹
B-2	20	0	0
O-S	30	10	20
I-1	25	10	20
I-2	25	10	20

Item 6.

¹ There shall be a minimum setback of five feet and total of 14 feet for residential dwellings.

District	Rear Setback (feet)	Height Limit (feet)
R-1	35	30
R-1A	30	30
R-2	30	35
R-3	30	40

R-4	30	35	Item 6.
B-1	25	30	
B-2	10	40	
O-S	35	40	
I-1	20	40	
I-2	20	40	

(Code 1976, § 150.15; Ord. No. 453, § 301, 12-8-1986; Ord. No. 498, § 301, 5-22-1995; Ord. No. 564, § 2, 3-26-2007)

Sec. 30-553. - Additional height and placement regulations.

- (a) Where the average of the then existing front setbacks on the lots adjoining and on either side of a lot to be developed on the same street within the city is more or less than the setback required by section 30-552, then such average, rather than the distance specified in such section, shall apply.
- (b) In the R-1, R-2 and R-3, R-4 districts, garages and other necessary outbuildings, if detached from any other buildings and located at least ten feet from such buildings, may be located in, or partially in, the area to the rear of the rear setback line, provided that such garages and outbuildings do not occupy more than 30 percent of such area, are not located closer than five feet from any lot line and do not exceed 15 feet in height. In the R-1 and R-2, R-4 districts, garages and other accessory buildings shall not exceed 1,040 square feet.
- (c) No buildings, including accessory buildings, shall be constructed closer than five feet to any dedicated public street or alley right-of-way.
- (d) Chimneys, church steeples and radio and television antennas may exceed otherwise established height limits by not more than 25 feet. Elevator housing and cooling equipment may exceed otherwise established height limits by not more than ten feet. In the I-2 district, the height of a structure may exceed the otherwise established height limit, provided that the height of such structure does not exceed its distance to the nearest property line.
- (e) Terraces, patios and porches which are uncovered and unenclosed and stoops may project up to three feet beyond a side setback line, six feet beyond a front setback line and 15 feet beyond a rear setback line, provided that they are not more than three feet above grade. Roof overhangs, bay windows and awnings or canopies may project up to two feet, six inches beyond any setback

line; provided, however, that awnings or canopies located in B-1, B-2, and O-3 districts may project from wall to which it is attached to within two feet of and shall be at least eight feet above the curb line or edge of the street where there is no curb. This subsection shall not authorize the erection or maintenance of any structure, or part thereof, over any public street or alley.

(f) Where a lot fronts on two streets at their intersection, the required front setback shall be on one of the streets, whichever is selected by the owner, or as defined by section 30-471.

(g) In the B-1, B-2, I-1 and I-2 districts, structures shall not be erected or maintained within 30 feet of the boundary line of any R-1, R-2 or R-3, R-4 district.

(Code 1976, § 150.16; Ord. No. 453, § 302, 12-8-1986; Ord. No. 521, § 1, 12-28-1998; Ord. No. 564, § 2, 3-26-2007; Ord. No. 570, § 1, 2-25-2008)

Sec. 30-554. - Land use and density and intensity regulations.

Except as otherwise specifically provided in this article, no development, use or structure within the city shall exceed the density and intensity limits set forth in the following table:

District	Minimum Lot ⁶ Area (square feet)	Minimum Lot ^{5,6} Width (feet)	Maximum Ground Coverage Ratio
R-1	9,000 ¹	80	30
R-1A	One acre	See Note ⁷	25
R-2	5,000 ¹	50	35
R-3	9,000 ^{1,2}	<u>50</u> ⁴	<u>35</u> ⁴
R-4	5,000 ¹	50	35
B-1	4,000 ³	40	50
B-2	0	0	60
O-S	0	50	60
I-1	0	0	70

I-2	0	0	70	Item 6.
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Notes:

- ¹ Per dwelling unit.
- ² For the first dwelling unit, 2,500 for the second dwelling unit and 1,500 for each additional dwelling unit. Each additional building constitutes a separate calculation for minimum lot area.
- ³ Per dwelling unit. There shall be no minimum for nonresidential use.
- ⁴ Applies only to residential use.
- ⁵ Measured at front setback line.
- ⁶ On lots held under separate and distinct ownership on December 18, 1986, a single-family dwelling may be built, provided that the setback, side and rear yard requirements are met.
- ⁷ Lot fronting on a curvilinear right-of-way shall have a minimum lot width of 75 feet (chord measurement) as measured along the right-of-way and having a minimum lot width of 100 feet at the front setback line.
- ⁸ Lots having 35 percent or less of their width along a curvilinear right-of-way shall have a minimum lot width of 150 feet measured along the right-of-way line.

(Code 1976, § 150.17; Ord. No. 453, § 303, 12-8-1986; Ord. No. 498, § 303, 5-22-1995; Ord. No. 564, § 2, 3-26-2007)