



# Carlisle | Wortman

ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

---

Date: September 10, 2020

## Combined Preliminary/Final Site Plan Review For City of Northville, Michigan

<b>Applicant:</b>	Center St. Wealth Strategies 410 N. Center St., Suite 150 Northville, MI 48167
<b>Project Name:</b>	224 S. Main Office Building
<b>Plan Date:</b>	August 25, 2020
<b>Location:</b>	224 S. Main St.
<b>Current Zoning:</b>	GCD – General Commercial District
<b>Action Requested:</b>	Combined Preliminary/Final Site Plan Approval

### PROJECT AND SITE DESCRIPTION

The project contains two lots, both with a single-family home. The site plan is proposing to remove the building at the northwest corner of S. Main St. and Beal, and replace it with a 3,171 square foot, two-story office building. Access to the parking lot will be off of Beal St. The other single-family home will remain for the time being.

Professional offices/services are permitted uses in this district.

An aerial of the subject site is provided on the next page.

**Figure 1: Subject Site**



Google Maps

As shown in the aerial above, the alley behind the subject site is privately owned, and provides secondary access to the Wagon Wheel building. Also, the home on Beal Street (also in the GCD District) next to the alley is owned by the same person as the Wagon Wheel. Therefore, access to the residential parking area traverses the same owner's property.

**AREA, HEIGHT, WIDTH AND PLACEMENT**

Standards of the General Commercial District apply, and are shown in the table below.

**Table 1.  
GCD Dimensional Requirements**

	Required in General Commercial District (GCD)	Proposed
Minimum Lot Size	N/A	Northern Lot: 8,712 s.f. Southern Lot: 8,910 s.f.
Minimum Lot Width	N/A	Northern Lot: 66 ft. Southern Lot: 66 ft.
<b>Setbacks</b>		
Front	20 ft.	South: 20 ft. East: 20 ft.
Side	10 ft.	10.56 ft.
Rear	20 ft.	63 ft.
Maximum Floor Area Ratio	N.A.	0.36
Minimum Landscaped Area	10%	??
Maximum Lot Area Coverage	N/A	9%
Maximum Building Height	2 stories/30 feet	2 stories/25' – 7"

**Minimum Landscape Area:** This district requires a minimum landscape area of 10%, or 891 square feet. While this calculation is not provided on the plans, scaling the yards along both fronts of the building results in approximately 1,700 s.f. of landscaped area, meeting this requirement.

The plans meet all of the remaining dimensional requirements.

**Items to be Addressed:** None.

**NATURAL RESOURCES**

The only natural resources on the site are existing trees.

The Tree Preservation Ordinance (in Chapter 90 of the Code of Ordinances), requires site plans to meet the standards in this ordinance. We have the following comments:

- Sheet S-2 (Site Preparation Plan) indicates that 13 trees are to be removed. Sheet L-1 (Tree Survey) lists 12 trees to be replaced. We assume that the one tree not on the Tree Survey is less than six-inches Diameter at Breast Height (DBH). This should be confirmed.
- The ordinance requires that the limits of clearing to be clearly labeled, and a statement of how trees to remain will be protected. Sheet S-2 clearly delineates the limits of clearing on paper; however, we would recommend that a symbol for orange construction fencing be located along this boundary line

on the plans, and installed in the field. This way, equipment operators can clearly see where the limit of disturbance ends. A fencing detail should also be added to the plans.

Many of the removed trees are in poor condition, or are an “invasive” species (a species non-native to Michigan that exhibits unrestrained spread, overtaking native ecosystems). Three (3) trees on site are native species, and in good condition. However, they are located directly in the path of either the building or the parking lot. We don’t consider that there are alternative locations for either feature. Therefore, in our opinion, the proposed tree removal meets the standards of the ordinance.

Regarding mitigation of the removed trees, Sheet L-1 indicates seven (7) 2.5” caliper mitigation trees are required. See the “Landscaping” section of this review for more information on tree mitigation.

**Items to be Addressed:** 1. Confirm removed tree not in the Tree Survey is less than six-inches DBH. 2. Add symbol to northern limit of clearing line on Sheet S-2 for orange construction fencing, to be located in the field. 3. Add detail of orange construction fencing to plans.

## PARKING AND LOADING

Section 17.02 lists the parking requirements for business and professional offices, which are required to provide one (1) parking space per 200 square feet of “gross floor area.” Gross floor area (for purposes of computing parking only) excludes exterior porches, attached garages, elevators, stairways, mechanical (HVAC) rooms, and attics and basements which cannot accommodate commercial or office operations other than storage.

The plans indicate that the gross floor area for this building is 2,620 square feet. While the plans don’t provide a calculation, we estimated that the stairwells, outdoor porches, mechanical rooms occupy approximately 550 square feet.

	Required	Proposed
Professional Office	One space per 200 s.f. of gross floor area:  $2,620 \text{ s.f.} / 200 = 13 \text{ spaces}$	12 spaces, Plus one (1) space banked at future lot

The plans show 12 constructed parking spaces, and provide a note on the cover sheet that the additional space is banked at a future lot. We assume this means on the adjacent lot to the north. The location and access to the banked space should be shown on the plans. This will enable construction of the banked space if needed for the new building without having to return to the Planning Commission. If the banked space is shown, this will meet the parking requirements for the proposed building.

Note that the parking lot extends over the northern lot line to the second lot owned by the applicant. Adding the banked space will extend the parking facilities further into this lot. We would recommend that the lot line be adjusted to accommodate all facilities for this building on one lot.

Taking into consideration the two comments above (the proposal cannot fit all of the required parking spaces on the one lot, and our recommendation to adjusting the lot line so that all features of this project are on one lot), another option would be for the Planning Commission to consider modifying the numerical

requirements for off-street parking, based upon evidence provided by the applicant that indicates another parking standard would be more reasonable. The applicant should provide reasoning on the number of proposed spaces shown on the plans. Even with this option, it is our opinion that the applicant has sufficient land to accommodate the required parking, and could adjust the northern lot line to ensure the facilities serving this new building fit on the site.

The parking spaces are 17-feet long, with a 2-foot overhang. The two-foot overhang of the sidewalk along the west side of the building creates a “clear” width of the sidewalk of 4.5 feet. ADA requires a clear width of at least 3 feet.

The location and dimensions of the parking spaces, maneuvering lane, and access drive meet ordinance requirements. In addition, the number, location, and dimensions of the barrier-free space also meet ordinance standards.

#### Obscuring wall.

The ordinance calls for an obscuring wall at least 4.6 feet tall if a parking lot abuts a residential zoning district. The closest house to the parking lot (to the west) is also zoned General Commercial. Therefore, this requirement doesn’t apply. However, the plans show a screen fence 4.17 feet tall along this property line. A fence detail is provided on Sheet AS101. We would consider this a positive aspect of this plan. This fence mirrors application of a fence in the parking lot directly across Beal Street. Lastly, Sheet S-3 shows a fence symbol in this location, but it is hard to tell where the fence ends. We assume it ends on the north end of the parking lot, but this should be confirmed.

#### Loading

A building of this size requires one loading/unloading space. Information about the need for, and the location of loading space should be provided.

***Items to be Addressed:*** 1. Indicate location of banked parking space on plans. 2. Adjust northern boundary line to accommodate all facilities for this building on one lot. 3. Planning Commission could consider modifying the parking requirement. 4. Supply justification for fewer than required parking spaces (if a reduction is desired). 5. Confirm northern end of proposed parking lot screen fence on the plans. 6. Provide information regarding need for/location of loading space.

## **SITE ACCESS AND CIRCULATION**

The parking lot is accessed from one driveway entrance off of Beal Street. We consider this location favorable for a few reasons:

- The location of the new driveway is further away from the intersection with S. Main St. than the existing driveway, making for a safer condition.
- The proposed driveway is also directly across Beal St. from the driveway to opposite property’s parking lot. This reduces confusion between drivers making turning movements into and out of each parking lot.

However, the proposed driveway is located only 17 feet away from the private alley serving the Wagon Wheel restaurant. Even though this mirrors the condition on the other side of Beal St., we would recommend conditioning any Site Plan approval on approval by the City Engineer of this location.

The parking lot design provides enough space to allow a vehicle easy access and exit from the parking spaces.

Pedestrians are accommodated to this site via public sidewalks along both street frontages, and entryway walks from S. Main St., and from the parking lot. Will the site have any bicycle parking?

**Items to be Addressed:** 1. Recommend conditioning any approval on City Engineer approval of driveway location. 2. Confirm bicycle parking.

## LANDSCAPING

A landscape plan has been provided, showing foundation plantings, trees, and landscaping adjacent to the parking lot. The proposed plant material meets the minimum size requirements in the ordinance.

### Tree Mitigation

As described above, tree removal on this site requires the planting of seven (7), 2.5" caliper trees. Replacement trees are exclusive of trees required for screens and parking lots. The landscape plan shows seven replacement trees in the front of the building and along the northern boundary of the parking lot.

### Perimeter Parking Lot Landscaping

Landscaping between the parking lot and right-of-way is not a requirement in the General Commercial District. However, the plans show an evergreen hedge in this location to help screen the parking lot from the street.

### Interior Parking Lot Landscaping

Interior parking lot landscaping is required, requiring 1.5 square feet of landscape area for each 100 square feet of paved area, plus one tree per required 100 square feet of landscape area. The parking lot is 3,463 s.f. in size, requiring 52 square feet of landscape area, and no trees. The hedge planting beds on the south end of the parking lot meet this requirement.

**Items to be Addressed:** None.

## DUMPSTER/REFUSE

The cover sheet explains that trash will be collected inside the building, and taken to the curb for pick up on the assigned day.

**Items to be Addressed:** None.

## UTILITIES

This building will be served by existing utilities.

We defer review of utilities and stormwater management with the City DPW Director.

**Items to be Addressed:** *Defer utility and stormwater management review to City DPW Director.*

## LIGHTING

Lighting information is required upon Final Site Plan Review. Section 18.05 of the ordinance lists the lighting requirements.

All light fixtures must be shielded or otherwise positioned to not adversely affect driver or pedestrian visibility. In addition, any point source shall not be visible from adjacent properties, roadways, or public sidewalks. The proposed lighting is composed of one pole-mounted parking lot light that is downward facing, which should limit intrusion of light onto adjacent properties. We assume there will also be building-mounted lighting. Information about the type and location of building-mounted lights needs to be provided.

The ordinance permits maximum light levels of 0.5 foot candles at property lines abutting non-residential uses, with a minimum of one (1) foot candle at the surface of all parking areas. A photometric plan showing the proposed lighting levels across the site has been provided. Light levels at the property lines meet ordinance requirements except for the northwest corner of the parking lot, where the light level is slightly higher. Also, light levels in some areas of the parking lot are below one (1) foot candle. The photometric plan needs to be revised to meet the ordinance requirements.

Light fixtures may be up to 25-feet tall, or the height of the building whichever is less. The proposed height of the parking lot fixtures is 15 feet, meeting this requirement.

**Items to be Addressed:** *Revise photometric plan to meet ordinance requirements.*

## FLOOR PLANS AND ELEVATIONS

Elevations have been provided, showing a two story structure that has an outdoor seating area on the second floor, and a portion of the second floor overhanging the parking lot.

The parcel is located outside of the City of Northville Historic District, and therefore will not be evaluated by the Historic District Commission.

Floor plans have also been provided, showing the location of entryways, offices, and common areas.

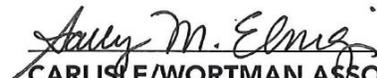
**Items to be Addressed:** *None.*

## RECOMMENDATIONS

The applicant is requesting combined preliminary and final approval of the submitted site plan. Most of the comments summarized below will be fairly easy to incorporate into the plans. However, the parking issues and lot line adjustment need to be resolved. We would recommend giving the applicant time to revise the plans in response to these and the Planning Commission's comments.

- A. **Natural Features:** 1. Confirm removed tree not in the Tree Survey is less than six-inches DBH. 2. Add symbol to northern limit of clearing line on Sheet S-2 for orange construction fencing, to be located in the field. 3. Add detail of orange construction fencing to plans.
- B. **Parking:** 1. Indicate location of banked parking space on plans. 2. Adjust northern boundary line to accommodate all facilities for this building on one lot. 3. Planning Commission could consider modifying the parking requirement. 4. Supply justification for fewer than required parking spaces (if a reduction is desired). 5. Confirm northern end of proposed parking lot screen fence on the plans. 6. Provide information regarding need for/location of loading space.
- C. **Vehicular Circulation:** 1. Recommend conditioning any approval on City Engineer approval of driveway location. 2. Confirm bicycle parking.
- D. Defer utility and stormwater management review to City DPW Director.
- E. **Lighting:** Revise photometric plan to meet ordinance requirements.

---

  
CARLISLE/WORTMAN ASSOC., INC.  
Sally M. Elmiger, AICP, LEED AP  
Principal

cc: Pat Sullivan, City Manager  
Shari Allen, Building Department  
Brent Strong, Building Official  
M Architects ([robert@marchitects.com](mailto:robert@marchitects.com))  
Center Street Wealth Strategies ([nbonn@centerstreetws.com](mailto:nbonn@centerstreetws.com))