



**Minutes of the Regular Meeting of the
Cedar Springs Planning Commission**

**Tuesday, March 1, 2016
7:00 p.m.**

**Cedar Springs City Hall
66 S. Main St.
Cedar Springs, Michigan**

1. The Meeting was Called to Order by Chairperson **Craig Owens** at 7:00 p.m. The Pledge of Allegiance was recited.

2. ROLL CALL:

Ms. Lisa Atchison	Excused
Mr. Dale Bray	Present
Mrs. Kathy Bremmer	Present
Mr. Clint Conley	Present
Ms. Sherri Foster	Present
Mr. Jerry Hall	Present
Mr. Perry Hopkins	Present
Mr. Mark Laws	Present
Mr. Craig Owens, Chairperson	Present

Motion by Bremmer, supported by Hall, to excuse Atchison's absence.

VOTE: 8 – 0, Motion Carried.

3. City Planner **Carmine Avantini** and Traffic Engineer, **Pete LaMourie**, were recognized as being in attendance.

4. **Motion by Foster, supported by Hopkins, to approve the minutes of the Regular Meeting of February 2, 2016.**

VOTE: 8 – 0, Motion Carried.

5. **Motion by Hopkins, supported by Foster, to approve the agenda.**

VOTE: 8 – 0, Motion Carried.

6. There were no public comments.

7. There were no scheduled public hearings.

8. NEW BUSINESS.

A. Site Plan Review – Green Acres, 426 S. Main St.

City Planner **Avantini** reviewed his letter dated February 23, 2016 (attached **Item A**) with commissioners. The applicant, Maas Development/Retirement Living Management, was proposing a 20-unit assisted living facility with 12 units of specialized care at the site. He commented on: Holton Drive; setbacks, building design; parking, the proposed gravel entryway; landscaping and lighting. He recommended approval with conditions. The engineer's review was also offered. He recommended approval with conditions as outlined in his letter dated February 24, 2016 (attached **Item B**.)

Motion by Hall, supported by Hopkins, to approve the site plan for Green Acres conditional upon the following”

- **the use of architectural roof shingles.**
- **the landscaping plans, while not meeting ordinance requirements, are acceptable conditioned upon the creation of planting beds on both sides of the entryway, in front of the detention basins. A combination of shrubs and flowers can be provided to create an attractive entry into the site. This is to be addressed on a revised landscape plan to be reviewed and approved administratively.**
- **review and approval from other applicable departments, consultants and agencies.**

VOTE: 8 – 0, Motion Carried.

B. Site Plan Review – Cedar Springs Library.

The City Planner reviewed his letter dated February 22, 2016 (attached **Item C**.)

The Engineer's review letter dated February 23, 2016 was also offered for discussion (attached **Item D**.)

LaMourie also addressed his concerns regarding proposed traffic access and circulation for the site (attached **Item E**.) Of primary concern, he said, was the proposed double entry/exit on Main Street. Most communities want to keep things as safe as they can, with most libraries allowing access off side streets versus a main street. In his opinion, the driveways were too close to the Main/Maple Street intersection. He felt combining the two driveways further to the north of the property would be a safer more viable solution. This was not a good plan if looking at access management standards. This was a corner lot and as such, better access to the site should be on a side street, he explained.

Duane McIntyre, project manager, said the driveways should be low volume and that they wanted to make it work for the library. What we are proposing is safe, he said. The book drop needs to be where it is. Plans also call for adding a center lane to the roadway and removing parking on the Main Street side and that should help, he added.

Bremmer stated that we have a traffic engineer who is telling us that there is a potential safety issue. There could be a liability issue for the City if there is an accident, she said.

Laws felt the number of cars that would be using the driveways was inconsequential.

Motion by Foster, supported by Hopkins, to approve the site plan for the Cedar Springs Library conditional upon the City Planner's concerns as outlined in his review letter dated February 22, 2016 (attached Item C) and eliminating No. 3 – the entryway layout along N. Main Street must be revised to reflect the drawing submitted by the traffic consultant, Mr. Pete LaMourie, to be reviewed and approved administratively.

VOTE: 5 – 3 (Bremmer, Bray, Owen) Motion Carried.

9. OLD BUSINESS.

A. **Avantini** stated the Master Plan revisions were being worked on and should be ready shortly. Copies would be provided to Commissioners with review to take place at the April meeting.

10. OPEN DISCUSSION FOR ISSUES NOT ON THE AGENDA.

A. There was no correspondence.

B. Staff Comments.

1. Interim City Manager **Linda Christensen** stated the ad for the city manager position had been posted the day before and resumes would be accepted through March 25.

C. Planning Commission Members:

Owens – stated that he had talked with the mayor with regard to the Planning Commission's bylaws and was suggesting adding an item under the section meetings to state that Robert's Rules of Order will serve as the parliamentary authority for all Planning Commission meetings. The Commission will discuss the change at the April meeting.

Conley – thanked the members of the community for coming out to the meeting that night and helping the City to move forward.

Laws – was looking forward to next week's 60 degree weather.

Hopkins – thanked everyone for showing up that night.

Hall – thanked everyone for being at the meeting.

11. REPORT OF THE CITY COUNCIL REPRESENTATIVE.

Hopkins told everyone that they could watch the video to see what went on at the Council meeting.

12. REPORT OF THE PLANNING CONSULTANT.

Avantini mentioned the planning seminar would take place in Kalamazoo in the fall.

13. **Motion by Foster, supported by Hopkins to adjourn.**

VOTE: 8 – 0, Motion Carried.

The Meeting adjourned at 8:21 p.m.

ITEM A



CIB PLANNING

Community Image Builders

February 23, 2016

City of Cedar Springs
PO Box 310
66 S. Main Street
Cedar Springs, MI 49319

Attention: Ms. Linda Christensen, City Clerk/Interim, City Manager

Subject: **REVISED Final Site Plan Review, Green Acres Senior Living Project**, 426 S. Main St., NE, located at the northeast corner of S. Main St., NE and Holton Drive, zoned B-1, Neighborhood Business District, *revised* site plan dated 2/23/16, approx. 3.13 acres.

Dear Planning Commissioners:

At your request, we have completed our review of the above *revised* final site plan for the Green Acres Senior Living project. The subject site is currently vacant and was formerly occupied by a single-family residential structure and barn, which were demolished in 2015. Proposed is a 20 unit assisted living facility with 12 units of specialized care, including the construction of: a 29,566 square foot, one-story, senior housing facility; a 20' x 24' foot garage; a trash receptacle enclosure; and a 37 space parking lot. Senior residential housing uses operating for 24 hours are special land uses in the B-1, Neighborhood Business District and a separate special land use review letter has been prepared.

The opinions in this report are based on a review of the site plan submitted by the applicant and conformance to City plans and ordinance standards. Key review item points in this letter are underlined for the benefit of the applicant. Please note that the applicant and their design professionals shall be responsible for the accuracy and validity of information presented with the application and on the site plan. Based upon our review of the submitted documents, we offer the following comments for your consideration:

REVIEW COMMENTS

- 1. Holton Drive.** We are of the understanding that Holton Drive is actually a drive, and not a public or private road. As such this is not be considered to be a corner lot, even though the drive is a considerable distance from the actual road surface.
- 2. Setbacks.** The building meets the setback requirements of the ordinance.

17195 Silver Parkway, #309
Fenton, MI 48430

Phone: 810-335-3800
Email: avantini@cibplanning.com

3. Building Design. The material standards of *Section 40-463, Nonresidential Design Requirements*, of the ordinance which calls for the use of “earth-toned brick, wood, native stone or other high-quality products approved by the city.” The proposed building elevations utilize a combination of brick and siding, giving it a residential feel and allowing it to fit into the overall character of the school complex. The exteriors for both the garage and dumpster enclosure match the primary building materials and the elevations should indicate that the roof will utilize architectural shingles.

4. Parking. The ordinance requires 1 space for each 4 beds (32 beds) and 1 space per each 2 employees (5 employees) for a total of 11 required spaces; thereby meeting ordinance requirements. The preliminary site plan indicates that 37 spaces are provided, with a total of 26 more than required by the ordinance. *Section 40-518, Maximum parking*, of the ordinance states that “no parking lot shall exceed the minimum parking space requirements of section 40-514 by greater than ten percent” and “In granting parking space that exceeds the requirements of section 40-514 by greater than ten percent, the planning commission shall determine that the parking is required based on documented evidence.” At the January 2016 Planning Commission meeting the applicants indicated they need the additional spaces for visitors, given the numerous events they hold throughout the year for the residents, and that explanation was deemed acceptable.

5. Proposed Gravel Entryway. *Section 40-513(c)(1), Parking area design standards*, of the ordinance, requires that all parking lots and drives be paved with a hard surface, and this includes the entryway onto Holton Drive. The applicant should contact the School District and request access onto this drive, especially given the limited number of vehicle trips that will utilize the facility on a daily basis. If access is granted, the proposed gravel material for the entryway from Holton Drive would have to be replaced with an asphalt or concrete surface.

6. Landscaping. Based upon our review of the submitted landscape plan, we offer the following comments for your consideration:

	Required	Provided	Comment
Front Greenbelt 40-447(g)(1)	A greenbelt of 10 feet wide measured from the property line and 1 deciduous canopy, ornamental, or evergreen tree for every 10 feet of road frontage and ten shrubs per 50 linear feet of property. 33 trees plus 66 shrubs are required. (330 ft.)	A 30+ ft. wide strip, 9 trees and 0 shrubs are provided.	In compliance with PC approval. Recognizing that detention basins and a sidewalk occupy much of the frontage greenbelt along S. Main St., the revised application includes a combination of evergreen and deciduous trees. Although these numbers do not meet ordinance requirements we find this treatment acceptable, conditioned upon the the creation of planting beds on both sides of the entryway, in front of the detention basins. A combination of shrubs and flowers can be provided to create an attractive entry into the site.

	Required	Provided	Comment
Parking Lot Landscaping 40-447(f)	1 canopy tree and 3 shrubs per 5 parking spaces at 37 spaces. 7 canopy trees and 21 shrubs are required	9 trees and 0 shrubs are provided.	In compliance with PC approval. Since the required trees and a significant amount of foundation landscaping is provided, <u>we find this acceptable, conditioned upon the addition of a hedge row abutting the 16 parking spaces facing Holton Drive.</u>

The landscape plan must include a plant list indicating the number, size, and species for all plantings. In addition, the sidewalk along S. Main Street must be shown and a note added indicating that an irrigation system will be provided.

7. Lighting Plan. A lighting plan meeting ordinance requirements has been provided. The applicant should consider substituting LED for the proposed metal halide fixtures to conserve energy. Should this exchange be desired, manufacturer's detail sheets must be submitted for administrative review and approval.

8. Other Department and Agency Review. Site plan approval must be conditioned upon review and approval from other applicable departments, consultants and agencies.

RECOMMENDATION

Based upon the above analysis, **we recommend that the revised final site plan for the Green Acres Senior Living Project be approved**, conditioned upon the following:

1. The use of architectural roof shingles;
2. The landscaping items identified under comment #6 above being addressed on a revised landscape plan, to be reviewed and approved administratively; and
3. Review and approval from other applicable departments, consultants and agencies.

Sincerely,

CIB PLANNING



Carmine P. Avantini, AICP

ITEM B



February 24, 2016
Project No. G160121

Ms. Linda Christensen
City of Cedar Springs
66 South Main Street
Cedar Springs, MI 49319

Re: Green Acres Senior Living Project
Site Plan Review

Dear Linda:

Fishbeck, Thompson, Carr & Huber, Inc. has reviewed the site plan of the proposed Green Acres Senior Living Project to be located at 426 South Main Street. The site plan was prepared by Land & Resource Engineering, Inc. and submitted by email in Adobe® format to our office on February 22, 2016. It is our understanding the site plan will be reviewed by the Planning Commission meeting on March 1, 2016.

We have previously reviewed earlier versions of the drawings and calculations and provided items for the engineer to address. For the most part, our previous comments have been addressed to our satisfaction. This review represents the most recent site plan and drainage calculations dated February 19, 2015.

The applicant has proposed improvements to the existing vacant lot. The proposed site work includes the following:

- Construction of a 29,566-square-foot proposed building.
- Construction of a 37-space parking lot with a driveway entrance on South Main Street and a drive entrance on Holton Drive.
- Construction of two detention basins near the front of the property with a discharge point to the Kent County Road Commission storm sewer.
- Construction of a 6-inch sanitary sewer lateral to be connected to an existing lateral located on South Main Street.
- Construction of a 1.5-inch domestic water service to be connected to the 12-inch water main on South Main Street.
- Construction of a 6-inch fire protection service to be connected to the 12-inch water main on South Main Street.
- Construction of sidewalk to connect the parking lots to the building.
- Soil erosion and sedimentation control during construction.

Storm Water and Drainage

The current Storm Water Ordinance (SWO) applies to any development site that will alter the storm water drainage characteristics. The site improvements include new impervious area with the parking lots, building, and other impervious areas.

The site is located in Storm Zone A which is the most restrictive of the storm zones. Storm Zone A generally requires retention (infiltration) of the 25-year rain event if the soils are conducive to infiltration. If soils are not conducive to infiltration; then the site plan must meet Storm Zone B requirements. In this case, the applicant had two borings performed in the area of the proposed detention basins and both tested infiltration rates were zero inches per hour. The site is not suitable for infiltration; therefore, the Storm Zone B requirements must be met.

Flood Control Requirements

The site plan includes two detention basins located near the front of the property that are interconnected. Calculations provided for review indicate the planned storage volume for the two basins is sufficient to detain the 25-year rain event volume. The outlet control structure located in the northern basin is shown being connected to the Kent County Road Commission's (KCRC) storm sewer located along Main Street. This connection will require permission from the KCRC.

The outlet control structure includes a 4-inch orifice and a 10-inch pipe at the bottom of the basin with three 1-inch orifices. This method is acceptable to control the discharge rate to the maximum SWO required 0.13 cubic feet per second per acre. The outlet control structure also has a beehive grate cover set at the overflow elevation of 860.62. This is an acceptable method to accommodate the greater than 25-year rain event.

1. The applicant will need to obtain permission from the KCRC for connection to the existing storm sewer structure.
2. The northerly detention basin is shown to be partially constructed over existing private utilities. If, during excavation of the detention basin those utilities are exposed; they will need to be relocated. Reducing the size/volume of the detention basin is not acceptable.
3. The northerly detention basin is also shown in the area of an existing pond. We are concerned there is the potential for standing water in the proposed detention basin which would reduce the available storage volume. There should not be any standing water in the detention basins after approximately 24 hours of a rain event.

Bank Erosion Control Requirements

The SWO requirements for Bank Erosion Control do not apply in this case since the system discharges to a storm sewer system at the restricted release rate.

Water Quality Control Requirements

The SWO requirements for Water Quality Control require the first 0.5-inches of runoff be detained for 24 hours to allow silt, sediment, and potential contaminants to settle before being flushed downstream. The applicant has proposed to satisfy this requirement through the use of a pipe at the bottom of the pond elevation with three 1-inch orifices covered with stone to further restrict the flow. This is an acceptable means to detain the runoff for the required time.

Utilities

4. The drawings indicate a new 6-inch sanitary sewer lateral will be placed from the connection point of the existing lateral on Main Street around the south side of the building and connecting at two locations on the south side of the building.



5. A 1.5-inch domestic water service is shown connecting from the existing 12-inch water main in Main Street to the south side of the building. The applicant will need to coordinate with City DPW for tapping the water main in Main Street.
6. A 6-inch fire protection service is shown live tapping the 12-inch water main in Main Street and then a connection on the south side of the building and also a fire hydrant near the front of the building. Tapping the main will need to be coordinated with DPW staff. Additionally, the hydrant should be the City standard hydrant to allow the fire department to connect in case of an emergency.

Other Items

7. Sheet C1 indicates existing unregulated wetlands and a pond near the northwest corner of the parcel and wetlands on the east end of the parcel. Any necessary Michigan Department of Environmental Quality (MDEQ) permits will need to be obtained by the applicant before construction begins.
8. Soil Erosion and Sedimentation Control (SESC) measures are shown on Sheet C3. The applicant will need to obtain a SESC permit from the KCRC prior to beginning any earth change activities.
9. This section of Main Street is under the jurisdiction of the KCRC. A driveway permit from the KCRC will need to be obtained for the driveway on Main Street. It is our understanding the applicant has been communicating with the KCRC on this drive permit.
10. The plan includes a "Proposed Emergency Access Drive" connecting to Holton Drive on the east end of the parcel. Since Holton Drive is owned by the Cedar Springs Public Schools the applicant will need to obtain permission for this driveway connection. Provided the School is amenable to allowing the driveway, it would be our preference for this driveway to be unrestricted access due to the linear nature of the parking lot appropriate sized radiuses should also be added to the drive approach.
11. Construction of the site will require removal and replacement of the City pathway. The drawings indicate an appropriate pavement cross-section for the pathway replacement. We recommend the disturbance to the pathway be minimized to allow resident use. The pathway surface should be replaced as soon as practical after its removal.

Conclusion

At this time, we are comfortable recommending conditional approval of the site plan from an engineering standpoint. The applicant will need to complete the following before we can recommend full engineering approval:

1. Approval from KCRC for the Driveway on Main Street and connection of the detention basin outlet to the KCRC storm sewer.
2. Approval from the Cedar Springs Public Schools for the driveway connection on Holton Drive.
3. The applicant will need to obtain a SESC permit prior to construction beginning.
4. Determination on the wetland impact from the MDEQ.



Ms. Linda Christensen

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February 24, 2016

If you have any questions or require additional information, please contact me at 616-464-3927.

Sincerely,

FISHBECK, THOMPSON, CARR & HUBER, INC.

A handwritten signature in black ink that reads "Michael L. Berrevoets". The signature is written in a cursive style with a long, sweeping underline.

Michael L. Berrevoets, PE

jc2

By email

cc: Mr. Carmine Avantini, AICP, CIB Planning
Mr. Pete Buurstra, Land Development Solutions, Inc.

ITEM C



Community Image Builders

CIB PLANNING

February 22, 2016

City of Cedar Springs
PO Box 310
66 S. Main Street
Cedar Springs, MI 49319

Attention: Ms. Linda Branyan, City Clerk/Interim, City Manager

Subject: **REVISED Final PUD Site Plan Review, Cedar Springs Public Library Project**, located at the northwest corner of N. Main St. and W. Maple Street, zoned B-3, Highway Business District/PUD, Planned Unit Development, Final PUD Site Plan dated 2/18/16.

Dear Planning Commissioners:

At your request, we have completed our review of the above *revised* Final PUD Site Plan request from the Cedar Springs Public Library Committee. Proposed is the construction of: a 9,998 square foot, one-story, public library building; a pedestrian walkway abutting the building; a landscaped area at the corner of N. Main St. and W. Maple St.; and a parking lot with access from N. Main St. and another from W. Maple St. The subject site is currently zoned B-3, Highway Business District/PUD, Planned Unit Development Municipal buildings where public libraries (civic uses) are special land uses in that District. A separate special land use letter is provided for Planning Commission review.

The opinions in this report are based on a review of the *revised* Final PUD Site Plan submitted by the applicant and conformance to City plans and ordinance standards. Key review item points in this letter are underlined for the benefit of the applicant. Please note that the applicant and their design professionals shall be responsible for the accuracy and validity of information presented with the application and on the site plan. Based upon our review of the submitted documents, we offer the following comments for your consideration:

REVIEW COMMENTS

1. Ownership. Although the property is owned by the City, an agreement with the CBDT has been executed and a sub-agreement with the Library Board allows for construction of the library building. A copy of the executed sub-agreement must be submitted and can be a condition of Final PUD Site Plan approval.

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Fenton, MI 48430

Phone: 810-335-3800
Email: avantini@cibplanning.com

2. Dimensional Requirements. The following table indicates the dimensional requirements of the ordinance and those provided by the proposed development:

	Required	Provided	Comments
Lot Area	15,000 s.f.	Greater than 15,000 s.f.	In compliance
Lot Width	100 ft.	264 ft.	In compliance
Front Yard Setbacks (N. Main St.)			
Building	30 ft.	3 ft.	Waiver Granted
Parking	20 ft.	30 ft.	In compliance
Front Yard Setbacks (W. Maple St.)			
Building	30 ft.	45 ft.	In compliance
Parking	20 ft.	8 ft.	Not in compliance (see discussion under Item #3, Parking, below).
Side Yard Setbacks			
Building	10 ft.	+ 10 ft.	In compliance
Parking	10 ft.	+10 ft.	In compliance, Final PUD Site Plan Review
Rear Yard Setback			
Building	40 ft.	+40 ft.	In compliance
Parking	10 ft.	+10 ft.	In compliance
Building Height	35 ft.	approx. 15 ft.	In compliance

3. Parking. At 1 space per 400 square feet gross floor area (GFA), 25 parking spaces are required and the site plan indicates that 33 spaces are provided. This revised parking lot wraps around the fire station building and can serve both uses until that use is re-located. The parking setback from W. Maple St. does not meet ordinance requirements, but a waiver can be granted by the Planning Commission. We are in favor of this waiver if low level shrubs are planted in the setback area between the parking space and the sidewalk.

4. Access & Circulation. A revised review letter dated 2/19/16 has been issued by the traffic consultant, Mr. Pete LaMourie of Progressive AE, indicating that the proposed access from N. Main St. is unacceptable and should be changed to match the diagram attached to his submission. The applicants have indicated that this will not work with the building layout and would like to construct the loop with two (2) entryways. The PUD does allow the Planning Commission to waive certain dimensional requirements when it produces a higher-quality design (several waivers are already being provided in the proposed plan). What the PUD does not allow the is the creation of unsafe conditions; especially regarding traffic and circulation.

Section 40-54(13), Review standards, of the ordinance requires *“Efficient and safe traffic systems. Vehicular and pedestrian traffic ways within the site, as well as to and from the site, shall be*

designed in a manner which is both efficient and safe.” Based upon the recommendation of the traffic consultant, the site plan does not meet this standard and must be amended to match the submitted diagram.

5. Architecture. An attractive building is proposed for the site and we offer the following comments:

- a. The north elevation is still considered the front of the building and the revised elevation propose changes toward that end. We still think that fine-tuning is needed and maybe the best remaining option is to place a double door with overhead transom windows as a replacement for the door to the right of the book drop-off chute, similar to the doors on the other elevations;
- b. The two (2) doors on the West elevation should be the same color as the brick on the building so they will not stand out visually; and
- c. Material samples and colors must be submitted for review.

6. Landscaping. Section 40-447, *Landscaping requirements*, of the ordinance, lists the landscaping requirements that are summarized in the following table:

	Required	Provided	Comment
Front Greenbelt (N. Main St.) 40-447(g)(1)	A greenbelt of 10 feet wide measured from the property line and 1 deciduous canopy, ornamental, or evergreen tree for every 10 feet of road frontage and ten shrubs per 50 linear feet of property. 25 trees plus 50 shrubs are required. (250 ft.)	7 trees and no shrubs are provided.	In compliance with PC Waiver. Given the location of the building just 3 feet from the property line along with the presence of entryway drive(s) and detention basins, it is not possible meet all of the N. Main St. requirements. The proposed trees and shrubs are acceptable given the amount of foundation plantings provided.
Front Greenbelt (W. Maple St.) 40-447(g)(1)	A greenbelt of 10 feet wide measured from the property line and 1 deciduous canopy, ornamental, or evergreen tree for every 10 feet of road frontage and ten shrubs per 50 linear feet of property. 28 trees plus 56 shrubs are required. (280 ft.)	5 trees and 4 shrubs are provided.	In compliance with PC Waiver. The parking lot setback is only 8 feet wide and there is a limited amount of greenbelt space due to the parking lot. The proposed trees and shrubs are acceptable, conditioned upon the planting of low level shrubs to screen the parking spaces from W. Maple St.
Parking Lot Landscaping 40-447(f)	1 canopy tree and 3 shrubs per 5 parking spaces at 33 spaces. 7 canopy trees and 20 shrubs are required	18 trees and 0 shrubs are provided.	In compliance with PC approval. Although the number of required shrubs are not provided, this is offset by the number of trees.

We also offer the following landscaping comments for your consideration:

- a. The landscape plan must indicate the plantings or grass to be used in the detention basin. We recommend a wild grass seed mixture to minimize on-going maintenance;
- b. The 9 Serbian Spruce trees along the west edge of the parking lot should be replaced with deciduous trees that will not block the view of the park, which is the primary reason indicated by the applicant for angling the orientation of the building;
- c. A note should be added to the plan indicating that all utility boxes/mechanical units will be screened, since the location is generally not known until during construction; and
- d. Irrigation is to be provided for all landscaped areas.

7. Trash Disposal. The application indicates that a dumpster will not be needed for the Library, so an enclosure will not be needed.

8. Other Department and Agency Review. Require review and approval from other applicable departments, consultants and agencies. This includes approval from MDEQ for activities that will take place in the floodplain.

RECOMMENDATION

Based upon this review, **we recommend approval of the Final PUD Site Plan for the Cedar Springs Public Library**, conditioned upon the following items:

1. A copy of the executed sub-agreement between the CBDT and Library Board must be submitted;
2. A two (2) foot waiver from the parking setback requirement along W. Maple Street;
3. The entryway layout along N. Main Street must be revised to reflect the drawing submitted by the traffic consultant, Mr. Pete LaMourie, to be reviewed and approved administratively;
4. Architectural changes as identified under item #5 above and with PC feedback;
5. Waivers from the front greenbelt requirements along W. Maple Street and N. Main Street, conditioned upon the the planting of low level shrubs to screen the parking spaces from W. Maple St.;
6. The nine (9) Serbian Spruce trees along the west edge of the parking lot being replaced with deciduous trees that will not block the view of the park;
7. A note being added to the plan indicating that all utility boxes/mechanical units will be screened; and
8. Review and approval from other applicable departments, consultants and agencies. This includes approval from MDEQ for activities that will take place in the floodplain.

Sincerely,

CIB PLANNING



Carmine P. Avantini, AICP

ITEM D



February 23, 2016
Project No. G160104

Ms. Linda Christiansen
City of Cedar Springs
66 South Main Street
Cedar Springs, MI 49319-0310

Re: Library Maple and Main Streets
Site Plan Review

Dear Linda:

Fishbeck, Thompson, Carr & Huber, Inc. has reviewed the site plan of the proposed Library to be located on the corner of Maple and Main Streets. The site plan was prepared by Roosien & Associates and submitted by email in Adobe® format to our office on February 19, 2016. It is our understanding the site plan will be reviewed by the Planning Commission meeting on March 1, 2016.

We have previously reviewed earlier versions of the drawings and calculations providing items for the engineer to address. For the most part, our previous comments have been addressed to our satisfaction. This review represents the most recent site plan and drainage calculations dated February 18, 2015.

The applicant has proposed improvements to the existing vacant lot. The proposed site work includes the following:

- Construction of a 10,152 square foot public library.
- Construction of a small (5-space) parking lot with two driveway connections on Main Street.
- Construction of a 28-space parking lot with two driveway connections on Maple Street.
- The existing Fire Barn building is shown to remain at this stage in the project.
- Construction of Infiltration System 2 consisting of two small retention (infiltration) basins and a perforated 12-inch diameter pipe near the Main Street parking lot. The system has an outlet that would discharge towards Cedar Creek.
- Construction of Infiltration System 1 consisting of a retention (infiltration) basin and a perforated 12-inch diameter pipe near the corner of Main and Maple Streets. The system has an outlet that would discharge towards Cedar Creek. The drawings indicate this system will be expanded once the Fire Barn is relocated.
- Construction of a 6-inch sanitary sewer lateral to be connected to an existing lateral located on Main Street.
- Construction of a water service to be connected to the 6-inch water main in Maple Street.
- Construction of sidewalk to connect the parking lots to the building and to also connect to a future pathway along Cedar Creek (the pathway along Cedar Creek is not part of the site plan review).
- Soil erosion and sedimentation control during construction.



Storm Water and Drainage

The current Storm Water Ordinance (SWO) applies to any development site that will alter the storm water drainage characteristics. The site improvements include new impervious area with the parking lots, building, and other impervious areas.

The site is located in Storm Zone A which is the most restrictive of the storm zones. Storm Zone A generally requires retention (infiltration) of the 25-year rain event if the soils are conducive to infiltration.

Flood Control Requirements

As designed, the site includes two separate infiltration systems. The applicant has assumed an infiltration rate of 6-inches per hour for the design calculations. This assumption is based on the relatively sandy soils of the site in the area of the infiltration basins. This assumed infiltration rate will need to be verified with testing once the ground is no longer frozen and an accurate test can be obtained. The SWO requires the design infiltration rate be one half of the average tested infiltration rates to account for soil inconsistencies. The applicant will need to obtain the soil tests before construction begins and make necessary adjustments to the size of the system in the event the test results are not high enough to justify the assumed 6-inches per hour.

1. Storm Water Infiltration System 1 would collect runoff from the westerly half of the library building, the large parking lot and generally the area to the south and west of the Library Building. System 1 includes two infiltration basins and a 12-inch-diameter perforated pipe in a sand bedding and an overflow outlet. This system is divided into two subsystems. Subsystem 1A is shown to be constructed at the time of the Library construction. Subsystem 1B is indicated to be constructed once the Fire Barn is relocated. At final build out the two Subsystems will have sufficient capacity to account for the required 25-year rain event. The systems include an overflow outlet that will discharge towards Cedar Creek. The overflow outlet should not discharge unless the rain event is larger than the 25-year event.
2. While the system will meet the SWO requirements at final build out when the Fire Barn is relocated it will not meet the requirements until Subsystem 1B is constructed. Since this is a public-private type of partnership we can conditionally recommend what is designed provided there is assurance that Subsystem 1B will be constructed as shown once the Fire Barn is relocated in the next few years. If the Fire Barn relocation is not planned for the next few years then we recommend the applicant develop an alternative plan to replace the storage volume and implement that plan within a given time period. We suggest three years or some other agreeable time frame. In the meantime, there should be no adverse impact to adjacent properties with the reduce capacity system.
3. Storm Water Infiltration System 2 would collect runoff from the easterly half of the building, the parking lot off Main Street and generally the area to the north and east of the site. System 2 includes two small infiltration basins and a 36-inch-diameter perforated storm sewer in a sand trench. The system is sized sufficiently to control the 25-year rain event without discharging to Cedar Creek.
4. It is important that storm water control systems are maintained in order to continue functioning properly and in compliance with the SWO. It is even more important that infiltration systems be maintained as a lack of routine maintenance will cause the systems to plug and not function as intended. Drawing 2 of 5 includes a table of suggested maintenance items and frequency of maintenance. It is expected the applicant will properly maintain the systems.



Bank Erosion Control Requirements

5. The SWO requirements for Bank Erosion Control is satisfied through the use of infiltration basins since the runoff will not leave the site in the less than 25-year rain event.

Water Quality Control Requirements

6. The SWO requirements for Water Quality Control is satisfied through the use of infiltration basins since the runoff will not leave the site in the less than 25-year rain event.

Utilities

7. The drawings indicate that a new 6-inch sanitary sewer lateral will be placed from the northeast corner of the building out to Main Street where it will connect to an existing lateral. Any pavement removal in Main Street that is necessary should be replaced in kind.
8. A water service is shown connecting from the existing 6-inch water main in Maple Street north to the building. The size of the water service is not indicated. We assume this would be a small diameter water service for domestic use and not fire protection. The applicant will need to coordinate with City DPW for tapping the water main and replacement of the pavement in Maple Street.

Other Items

9. Soil Erosion and Sedimentation Control (SESC) measures are shown on Sheet 2 of 5. The applicant has includes silt fence between the disturbed area of the site and Cedar Creek. We suggest the applicant review the location of catch basins along the public street and add inlet protection devices on any public catch basins that may capture runoff from the site during construction. The applicant will also need to obtain a SESC permit from the KCRC prior to beginning any earth change activities.
10. Wetlands are shown on the drawing and it appears work for the Library will not be impacting the wetlands. What is not shown is the floodplain limits for Cedar Creek. Any fill or work in the floodplain will require a permit from the Michigan Department of Environmental Quality (MDEQ). We recommend the applicant either obtains the permit or provides documentation from the MDEQ that a permit is not required.

Conclusion

At this time, we are comfortable recommending conditional approval of the site plan from an engineering standpoint. The applicant will need to complete the following before we can recommend full engineering approval:

1. Verification of the infiltration rate of the soils at the basin location and bottom elevation. Two tests are required for each basin location.
2. Determination on Storm Water Infiltration system 1B. Either a time frame for constructing that basin or a contingency plan to construct a different similarly sized basin.
3. The applicant will need to obtain a SESC permit prior to construction beginning.
4. Determination on the floodplain impact from the MDEQ or a permit to complete the work in the floodplain.



Ms. Linda Christianson

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February 23, 2016

If you have any questions or require additional information, please contact me at 616-464-3927.

Sincerely,

FISHBECK, THOMPSON, CARR & HUBER, INC.

A handwritten signature in black ink that reads "Michael L. Berrevoets". The signature is written in a cursive style with a long, sweeping underline.

Michael L. Berrevoets, PE

jc2

By email

cc: Mr. Carmine Avantini, AICP, CIB Planning
Mr. Paul Henderson, PE, Roosien & Associates

February 19, 2016

Linda Christensen
Interim City Manager/City Clerk
City of Cedar Springs
66 S. Main St.
P.O. Box 310
Cedar Springs, MI 49319

Re: Access/Circulation Review
Proposed Cedar Springs Public Library Site

Dear Ms. Christensen:

As requested, Progressive AE has completed a review of the current site plan, dated February 18, 2016, submitted for the above library project. Comments or concerns regarding the proposed access and circulation are summarized below.

Introduction

As noted in our previous review, current plans call for a roughly 10,000 square foot library to be constructed on the northwest quadrant of the Main Street/Maple Street intersection in Cedar Springs, Michigan. As planned, access/egress to and from the site would be provided by two full movement driveways onto Maple Street and a one-way loop on Main Street. It is our understanding that the driveways to Maple Street would serve the primary patron parking area, while the Main Street loop would serve as a book drop and staff parking.

Review Comments

Our previous review noted several areas of concern in regards to site access and circulation. Of primary concern was the proposed pair of one-way driveways on Main Street for the reasons stated; substandard spacing, poor offset from opposing drives, and basic lack of need for this type of layout.

It is somewhat surprising that the one-way driveways on Main are still proposed, in part due to the above concerns that make this design less safe for all drivers in that area. A discussion with two representatives from the Community Building Development Team immediately after the last planning commission meeting also indicated that they agreed that an alternative we provided (see rough sketch attached) made sense from both a public street and library use standpoint. Further discussion covered the need for a center left turn lane on Main Street, through revised lane markings, would add to the safe use of this driveway and to driveways on the opposite side of the street.

For your review ease, we have restated several of our comments/concerns from our initial review about this Main Street access in the following paragraphs.

1. A site of this size and use simply does not warrant creating four separate points of conflict on the public street system, particularly on Main Street, one of the busier streets within the city. Any use on this site, even commercial, would often be limited to side street access given the immediately adjacent and good frontage along Maple Street.
2. Spacing of the Main Street inbound driveway from the Maple Street intersection, about 140 feet, is substandard. Even though this loop will likely have very low traffic volumes, left-turn conflicts will likely occur with opposing drivers wishing to make a southbound left turn onto Maple Street. Such left-turn conflicts are also likely to occur with southbound drivers wishing to turn left into the existing business(es) located on the east side of Main Street.
3. The angled entry into the loop may also create safety issues for southbound patron/employee traffic given the very slow speeds at which turning traffic will need to use when entering on that acute angle.

In short, Progressive AE recommends that the plan be denied unless site access to/from Main Street is eliminated or revised to a single access point like that shown on the attached sketch and an adjacent center left-turn lane is provided. We firmly believe that this driveway revision will serve the City of Cedar Springs better in the long run by better preserving the safety and efficiency of Main Street and providing a safer environment for the library patrons.

Sincerely,

Progressive AE, Inc.



Peter C. LaMourie PE, PTOE
Lead Engineer