



CITY OF MARINE CITY

Planning Commission Meeting Agenda

Marine City Fire Hall, 200 South Parker Street

Regular Meeting: Monday, April 11, 2016 7:00 PM

1. CALL TO ORDER

2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

3. ROLL CALL: Chairperson Rebecca Lepley; Commissioners Linda Gabler, Keith Jenken, Rudolfo Menchaca, Joseph Moran, and Thomas McKenzie; City Commissioner David Simpson; Building Official Arthur Garbarino; City Manager Elaine Leven

4. APPROVE AGENDA

5. APPROVE MINUTES

A. March 14, 2016 Meeting Minutes

6. COMMUNICATIONS

7. PUBLIC COMMENT *Residents are welcome to address the Planning Commission. Please state name and address. Limit comments to five (5) minutes.*

8. UNFINISHED BUSINESS

A. Master Plan Update

9. NEW BUSINESS

A. Site Plan Review ~ Riverside Spline & Gear

10. ADJOURNMENT

**City of Marine City
Planning Commission Meeting
March 14, 2016**

A regular meeting of the Marine City Planning Commission was held on Monday, March 14, 2016, in the Fire Hall, 200 South Parker Street, Marine City, Michigan, and was called to order by Chairperson Rebecca Lepley at 7:00pm.

After observing a moment of silence, the Pledge of Allegiance was led by Chairperson Lepley.

Present: Chairperson Lepley; Commissioners Jenken, Menchaca, Moran, and McKenzie; City Commissioner Simpson; City Manager Leven; Deputy Clerk McDonald

Absent: Commissioner Gabler; Building Official Garbarino

Motion by City Commissioner Simpson, seconded by Commissioner Menchaca to excuse Commissioner Gabler from the meeting. All Ayes. Motion Carried.

Approve Agenda

Motion by Commissioner Menchaca, seconded by Commissioner Moran, to approve the Agenda, as presented. All Ayes. Motion Carried.

Approve Minutes

Motion by City Commissioner Simpson, seconded by Commissioner Menchaca, to approve the February 8, 2016 Meeting Minutes of the Planning Commission, as presented. All Ayes. Motion Carried.

Communications

None.

Public Comment

Lisa Hendrick, 186 S. Third Street, read a letter that was sent to the City Commissioners and written by Carol Keais, who lives across from the City Park, known as 134 N. Water Street. The letter spoke of the concerns and opposition that Ms. Keais has about building the pavilion/restroom facility at the proposed location.

Unfinished Business

Master Plan Update

City Manager Leven began by stating that the City received a quote from the St. Clair County Metropolitan Planning Commission (MPC) for a stakeholder survey and visioning meeting. The total project cost is not to exceed \$2,500.00. City Manager Leven advised that if the Board accepted the received quote, then final approval would have to come from the City Commission. Lastly, she pointed out that the \$2,500.00 would only be a portion of the cost to update the Master Plan, but that by having the MPC complete this portion, this Board will be able to analyze changes since the last Master Plan.

The Board then discussed the benefits of having the MPC carry out this portion of the updates and how the cost for the service was reasonable.

Motion by Commissioner Menchaca, seconded by Commissioner Jenken, to accept the Addendum to Professional Services Agreement from the St. Clair County Metropolitan Planning Commission for the Marine City Master Plan Update (Dated March, 2016), as presented. All Ayes. Motion Carried.

New Business

Proposed Beach Pavilion & Restrooms

Due to the absence of Building Official Garbarino, City Manager Leven briefly summarized the Site Plan Review which stated that, upon approval, a complete set of drawings with all required documents would be needed prior to issuing a building permit.

The Board then discussed safety issues that may arise from building the pavilion and restrooms at the proposed location, as well as talked about building the project at the park behind the beach, instead. The Board agreed that more detailed plans would be needed in order to fully approve the building plans.

Chafic Kadouh, the donor of the proposed pavilion and restrooms, spoke to the Board about his vision for the project, and how it was meant to be a separate gathering place from the beach for residents and visitors. He also mentioned that he only wanted the project to be built at the original proposed location and was willing to donate funds for the installation of a sidewalk to connect the proposed lot to the beach in response to expressed safety concerns.

Appointment of a liaison from the Board to work with Mr. Kadouh on the project was then discussed.

Motion by Commissioner Moran, seconded by Commissioner Menchaca, to appoint Commissioner Jenken as a liaison for the project, as well as approved the conceptual plans as presented, pending a complete set of drawings and all required documents. All Ayes. Motion Carried.

Adjournment

Motion by City Commissioner Simpson, seconded by Commissioner Menchaca, to adjourn at 7:54 pm. All Ayes. Motion Carried.

Respectfully submitted,

Elizabeth McDonald
Deputy Clerk

Kristen Baxter
City Clerk



CITY OF MARINE CITY

303 S. Water Street
MARINE CITY, MICHIGAN 48039
(810) 765-8846 • Fax (810) 765-4010

To: Chairman and Members of the Marine City Planning Commission
From: Arthur Garbarino, Building Official
Date: March 11, 2016
Subject: 1390 S Parker

Re: Riverside Spline and Gear Proposed Additions

Site Plan Review:

Attached with this memo are the site plan and building floor plan for proposed additions to Riverside Spline and Gear located at 1390 S Parker.

Riverside Spline and Gear is an existing business in the I-1 Light Industrial District.

The drawings propose the addition of 2200 square feet of enclosed manufacturing and 2200 square feet of exterior fenced storage.

Per the City of Marine City Ordinances, section 160.214, the facility should require 54 parking spaces. This is determined by using two (2) methods for computing this value. The number of employees and the square footage of the building. The worse case of these two methods is to be the determining factor.

The architect proposes in this case to utilize the lesser of the two methods based on the continuous long term employee load of the building, 32. The architect proposes the additional spaces that would normally be required in the worst case scenario, be allocated for hardscaped greenbelt/parking. This would be accomplished by utilizing hollow core landscape pavers over normal parking lot sub-grade. This would allow storm water drainage and grass in addition to relief parking if needed.

Summary:

Upon approval, a complete set of drawings with all required plans and permit will be forthcoming prior to issuing a building permit.

“In the Heart of Blue Water District”

RECEIVED
MAR 03 2013

SITE PLAN REVIEW APPLICATION

City of Marine City

PAID

MAR 03 2013

City of Marine City

CITY OF MARINE CITY, MICHIGAN
303 S. Water Street, Marine City, Michigan 48039

Regular meetings of the Planning Commission are held on the second Monday of each month. This Application must be submitted with seventeen (17) sets of sealed plans at least thirty (30) days prior to the next regular scheduled meeting. If the proposed development requires landscaping, then a landscape architect seal must also be on the plans. Applicant will reimburse the City of Marine City for all Planning Consultant fees and Engineering Consultant fees associated with this application before being placed on the Agenda.

Application fees:

\$200.00	Single & Multi-Family (up to 3 Units)
\$300.00	Commercial, Industrial, Subdivisions, Condos, Multi-Family (4 or more Units)
\$100.00	Special Use Application

Applicant's Name: LARRY NICHOLS

Address: _____
Street City State Zip

Phone: _____ Fax: _____ Email: _____

Name of Proposed Development: RIVERSIDE SPLINE & GEAR

Location of development:
1390 S PARKER
Number Street Parcel #

Copy of Legal Description Attached

Description of Development: New: _____ Addition: X

Proposed Use: MANUFACTURING

Property Owner: RIVERSIDE SPLINE & GEAR

Address: 1390 S PARKER MARINE CITY MI 48054
Street City State Zip

Phone: 810-765-8302 Fax: 810-765-9595 Email: MATTM@SPLINEANDGEAR.COM

Site Plan Preparer: LARRY NICHOLS ARMSTRONG MILLER & NICHOLS INC.
If petitioner is not the owner, state basis for representative (i.e. Attorney, Representative, Option-to-Buy, etc)

Checklist of Required Data to be Included on Site Plan

Site plans shall consist of an overall plan for the entire development. Sheet size shall be at least 24" x 36" with plan view drawn to a minimum scale of 1" = 20' if the subject property is less than three acres, and 1" = 50' if three or more acres. Included on the site plan will be all dimensions and the following:

General:

- Proprietors name, address and telephone number
- Date (month, day, year) including revisions
- Title block
- Scale
- North point
- Location map drawn at a scale of 1" = 2000' with North point indicated
- Architect, engineer, surveyor, landscape architect, or planner's seal
- Existing lot lines, building lines, structures, parking areas, etc. on the parcel, and within 100 feet of the site
- Centerline and existing and proposed right-of-way lines
- Zoning classification of petitioner's parcel and all abutting parcels
- Gross acreage figure
- Proximity to major thoroughfare and/or section corners

Physical Features:

- Proposed locations of access drives, street intersections, driveway locations, sidewalks, signs, curbing, and acceleration, deceleration, and passing lanes
- Location of existing and proposed service facilities above and below ground, including:
 - Storage, loading, and disposal areas for chemicals, hazardous substances, salt, and fuels
 - Water main, hydrants, pump houses, standpipes, and building services and sizes
 - Sanitary sewers and pumping stations
 - Stormwater control facilities and structures including storm sewers, swales, retention and detention basins, drainageways, and other facilities, including calculations for sizes

▪ Location of all easements

- All buildings with dimensioned floor plans, setback and yard dimensions, and typical elevation views of proposed structures
- Dimensioned parking spaces and calculations, drives, and method of surfacing
- Exterior lighting locations and illumination patterns
- Location and description of all existing and proposed landscaping, berms, fencing, and walls
- Sidewalks and bike paths
- Trash receptacle pad location and method of screening
- Transformer pad location and method of screening
- Dedicated road or service drive locations
- Entrance details including sign locations and size
- Designation of fire lanes
- Any other pertinent physical features

Natural Features

- Existing topography with a maximum contour interval of two feet indicated. Topography on the site and beyond the site for a distance of 100 feet in all directions shall be indicated.
- A grading plan showing finished contours at a maximum interval of two feet, correlated with existing contours so as to clearly indicate required cutting, filling, and grading.
- Location of existing drainage courses, lakes, ponds, wetlands, river and streams, including their water surface elevation, floodplain elevation, and ordinary high water mark.
- Location of other natural resources features, including woodlands.

Additional requirements for Multiple-Family, and PUD Developments:

- Density calculations by type of unit by bedroom count
- Designation of units by type of unit in each building
- Carport locations and details where proposed
- Specific amount of space and locations
- Type of recreation facilities to be provided in recreation space
- If proposed, details of community building and fencing of swimming pool

Additional requirements for commercial and industrial developments:

- Loading / unloading areas
- Gross and useable floor area
- Number of employees in peak usage

OMISSION OF ANY REQUIRED DATA WILL RESULT IN PROCESSING DELAY

I (We) hereby attest that all the information provided in this application, and attachments submitted, are true and correct to the best of my (our) knowledge and belief.

Applicant's Signature: _____

Dated: _____

Owner's Signature: _____

Dated: _____

Return to: City of Marine City
303 South Water Street
Marine City, Michigan 48039