

AGENDA
WYOMING PLANNING COMMISSION
TUESDAY, JUNE 21, 2016
7:00 P.M.

CALL TO ORDER:

ROLL CALL:

APPROVAL OF MINUTES:

APPROVAL OF AGENDA:

PUBLIC COMMENT ON NON-PUBLIC HEARING AGENDA ITEMS:

PUBLIC HEARINGS:

1. Request for Preliminary Plat tentative Approval for The Greens of Wyoming. The property is located at 1207 – 56th Street, SW. (Section 35) (Sniper One LLC)
2. Request for Special Use Approval for Strong Tower Ministries. The property is located at 2851 Buchanan Avenue, SW. (Section 13) (Trinity Christian Reformed Church) (Includes Site Plan Approval)
3. Request to amend the Form Based Code. Amendments include applications for Division Avenue, revising street requirements, and references to the Zoning Ordinance. (Wyoming Planning Department)

NEW BUSINESS:

4. Request for Site Plan Approval for Unit 3 Metro Health Village. The property is located at 2300 Health Drive. (Section 34) (The Granger Group)

INFORMATIONAL ITEMS:

5. Zoning Ordinance hyperlinks.
6. Election of Officers July

PUBLIC COMMENT:

ADJOURNMENT:

WYOMING PLANNING COMMISSION
AGENDA ITEM
NO. 1

DATE DISTRIBUTED: June 9, 2016
PLANNING COMMISSION DATE: June 21, 2016
ACTION REQUESTED: Request for Preliminary Plat – Tentative Approval
for The Greens of Wyoming
REQUESTED BY: Sniper One LLC, Developer
REPORT PREPARED BY: Timothy Cochran, City Planner

GENERAL LOCATION DESCRIPTION:

The property is located at 1207 – 56th Street, SW. (Section 35)

EXISTING ZONING CHARACTERISTICS:

This site is zoned R-1 Single Family Residential. Zoning surrounding the property follows:

North: R-1 Single Family Residential
South: I-3 Planned Industrial (across 56th Street)
East: R-2 Single Family Residential and R-7 Special Multiple Family
West: R-1 Single Family residential

EXISTING LAND USE:

This site is a large single family estate. Land use surrounding the property follows:

North: Single family residences
South: Office building (across 56th Street)
East: Single family residences and condominiums
West: Single family residences and undeveloped property

PROJECT INFORMATION:

The petitioner proposes 39 lots on 13.15 acres developed to R-1 Residential standards (10,000 sq. ft. minimum lot size). This development will connect to the Palmer Park subdivision to the east. The plat will also extend Mulligan Drive, which will eventually link all subdivisions over to Burlingame Avenue.

The property has an irregular western property line at 56th Street. A small triangular portion of the property is removed from the plat and is intended to be transferred to the adjoining residential parcel.

The platting of property is a three step review by both the Planning Commission and City Council. The first step is Preliminary Plat – Tentative review which authorizes the basic lot sizes and orientation and street layout. The second step is Preliminary Plat – Final Approval which provides full engineering detail for the construction of the plat. The third step is Final Plat Approval, which generally occurs after the plat is completed with the City accepting the development.

The developer will be required to participate in the cost sharing for the Regional Storm Sewer System at a later stage approval.

CONFORMANCE WITH THE CITY OF WYOMING SUSTAINABILITY PRINCIPALS:

Sustainability: The advancement and promotion, with equal priority, of environmental quality, economic strength, and social equity so that a stable and vibrant community can be assured for current and future generations.

The proposed subdivision will provide quality housing opportunities for residents in Wyoming. The construction of the plat, and the subsequent construction of the homes, will provide significant employment. These factors will contribute to the economic strength and social equity of the City. The proposed Greens of Wyoming plat conforms with the City of Wyoming sustainability principals.

PLANNING COMMISSION ACTION:

The Development Review Team suggests the Planning Commission grant Preliminary Plat – Tentative Approval for The Greens of Wyoming and recommend the same to the City Council.

DEVELOPMENT REVIEW TEAM:

Heidi Isackson, Deputy City Manager
Rebecca Rynbrandt, Director of Community Services
William Dooley, Director of Public Works
Jeff Keppel, Building Official
James Carmody, Director of Police & Fire Services
Tim Cochran, City Planner



Greens of Wyoming

56th Street

MULLIGAN CT

BUNKERWAY DR

MULLIGAN DR

GOLFCREST CT

GOLFCREST DR

ANGELS TRACE DR

SAHALEE DR

LA PALOMA DR

PALMER HILLS DR

GEZON PKWY

WYOMING PLANNING COMMISSION
AGENDA ITEM
NO. 2

DATE DISTRIBUTED: June 9, 2016
PLANNING COMMISSION DATE: June 21, 2016
ACTION REQUESTED: Request for Special Use Approval for Strong Tower Ministries. (Includes Site Plan Approval)
REQUESTED BY: Trinity Christian Reformed Church
REPORT PREPARED BY: Timothy Cochran, City Planner

GENERAL LOCATION DESCRIPTION:

The property is located at 2851 Buchanan Avenue, SW. (Section 13)

EXISTING ZONING: The property is zoned B-2 General Business. Zoning surrounding the property follows:

North: B-2 General Business
South: I-1 Light Industrial
East: R-2 Single Family Residential (across Buchanan Avenue)
West: B-2 General Business

EXISTING LAND USE: The site was developed for commercial purposes. Land uses surrounding the property follows:

North: Bank
South: Industrial
East: Single family residences (across Buchanan Avenue)
West: Motel

PROPOSED DEVELOPMENT:

Strong Tower Ministries has been established at this site. City staff outreached to them and advised that churches require Special Use Approval from the Planning Commission to be established in commercial districts. Strong Tower Ministries is a church plant serving East African refugees. Services include traditional worship, with additional English language and computer training (see attached written description).

The church occupies a portion of the large, but underutilized, commercial building. As shown on the attached floor plans, Strong Tower is a small church which is limited in both area and occupancy. The sanctuary is approximately 950 square feet. The stated occupancy is approximately a maximum of 45 people at any one time.

The following standards for Special Use Approval shall be considered by the Planning Commission, as described within Section 90-507 (3) of the Zoning Ordinance:

- a. The possible substantial and adverse effect on neighboring property.

The proposed church use would be low impact and would provide a viable activity on this underutilized commercial site. This would have a positive effect on neighboring properties.

- b. The consistency with the spirit, purpose and intent of this chapter.

The Special Use provisions of the ordinance allow the Planning Commission discretion in whether to establish land uses within a particular area of a zoning district. Although there are no churches in the immediate area, the proposed church use is minor in scale and can be integrated into this commercial district without conflict. The proposed use is consistent with the intent of the chapter.

- c. The possible adverse effect upon traffic as related to the streets, churches, schools and any buildings within the immediate area.

The property has direct access to Buchanan Avenue. There are approximately 40 parking spaces serving the property, with services being held primarily on the weekends. This minimizes potential parking conflicts with other property uses. No adverse traffic impacts are anticipated from this church use.

- d. The tendency of the proposed use to create any type of blight within the immediate area.

The proposed use will occupy and renovate a vacant and deteriorating property. No blighting influence will occur to neighboring properties.

- e. The economic feasibility for the area.

The use appears financially viable.

- f. Any other factor as may relate to the public health, safety and welfare for persons and property.

Staff has no additional comments.

- g. That all other provisions of this chapter are met.

Staff has no addition concerns pertaining to the Special Use Approval.

STAFF COMMENTS:

1. The proposed church use will occupy an existing developed, but neglected, property. No site plan changes to the property are proposed with this use.
2. The Building Inspections Department has identified several Building Code required modifications to accommodate a church (assembly) use at this site. The petitioner is currently working with that department to address this. (Informational)

CONFORMANCE WITH THE CITY OF WYOMING SUSTAINABILITY PRINCIPLES:

Sustainability: The advancement and promotion, with equal priority, of environmental quality, economic strength, and social equity so that a stable and vibrant community can be assured for current and future generations.

The proposed church use would be beneficial in acclimating refugees to this region which promotes social equity. The use would also provide a viable use on this neglected property which will promote economic strength for the area. The proposed Strong Tower Ministries use conforms to the City of Wyoming sustainability principals.

STAFF RECOMMENDATION:

The Development Review Team suggests the Planning Commission grant Special Use Approval to the proposed Strong Tower Ministries per the findings of fact. The DRT also recommends the Planning Commission grant Site Plan Approval through a separated motion.

DEVELOPMENT REVIEW TEAM:

Heidi Isakson, Deputy City Manager
Rebecca Rynbrandt, Director of Community Services
William Dooley, Director of Public Works
James Carmody, Director of Police & Fire Services
Jeff Keppel, Building Official
Timothy Cochran, City Planner

TRINITY

CHRISTIAN REFORMED CHURCH
O-60 Port Sheldon
Grandville, Michigan 49418

Office: (616) 457-1630
Fax: (616) 457-4559
E-mail: office@trinity-crc.org
Web Site: www.trinity-crc.org

City of Wyoming
Planning and Development Department
1155 – 28th Street, SW, P.O. Box 905
Wyoming, MI 49509-0905

May 18, 2016

To whom it may concern,

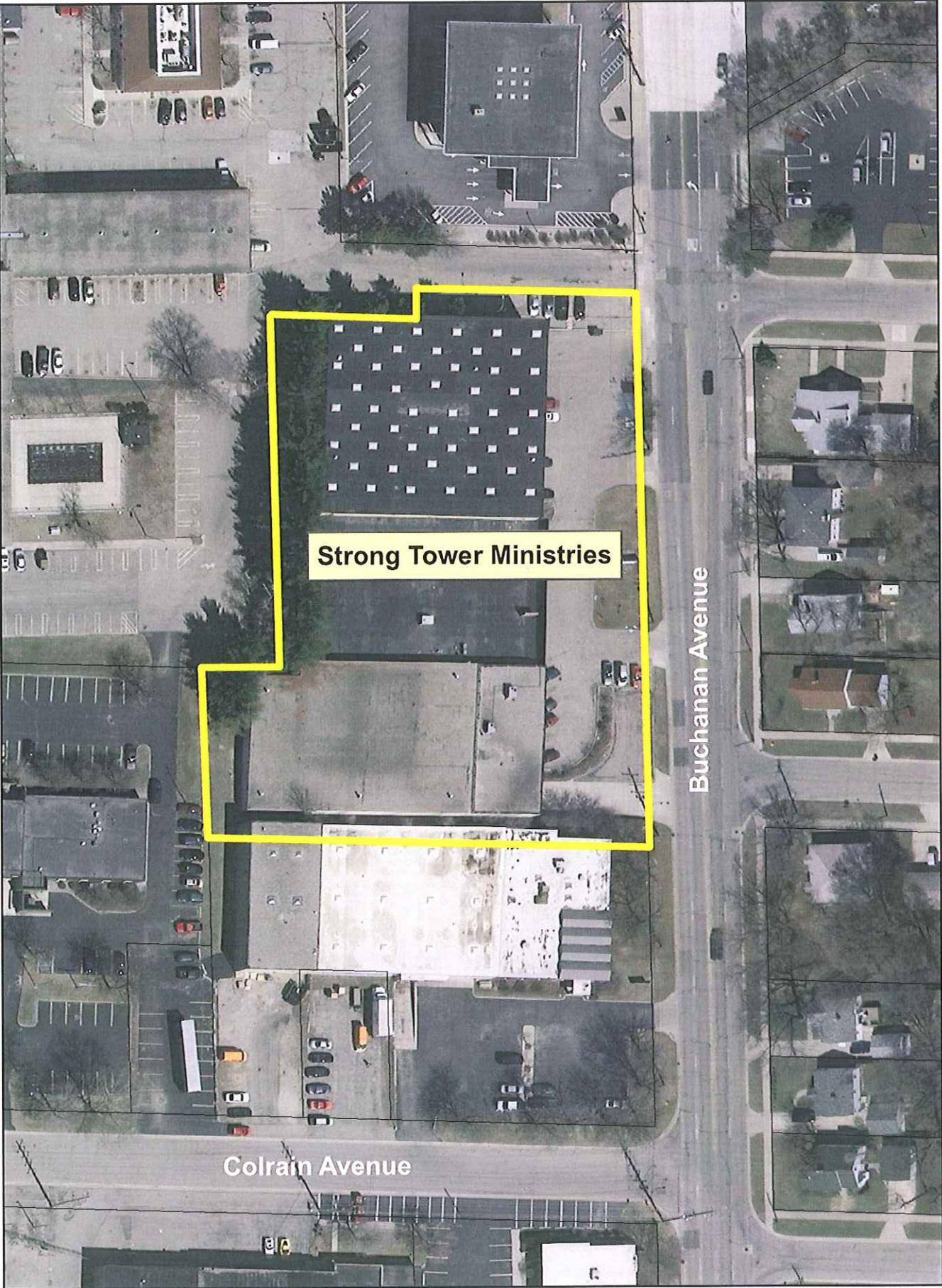
I am writing to you to explain the purpose of Strong Tower Ministries and how they are using a portion of the building at 2851 Buchanan SW in Wyoming.

Strong Tower Ministries is Trinity CRC's church plant for East African refugees in our area. It provides a place for these refugees to meet for worship each Sunday, a place for prayers throughout the week, and a place for English Language Learning and Computer Classes on weekends. The number of worshipers on any given Sunday is about 25 – 45 people. Numbers of people for prayers and classes is less than that.

Sincerely,



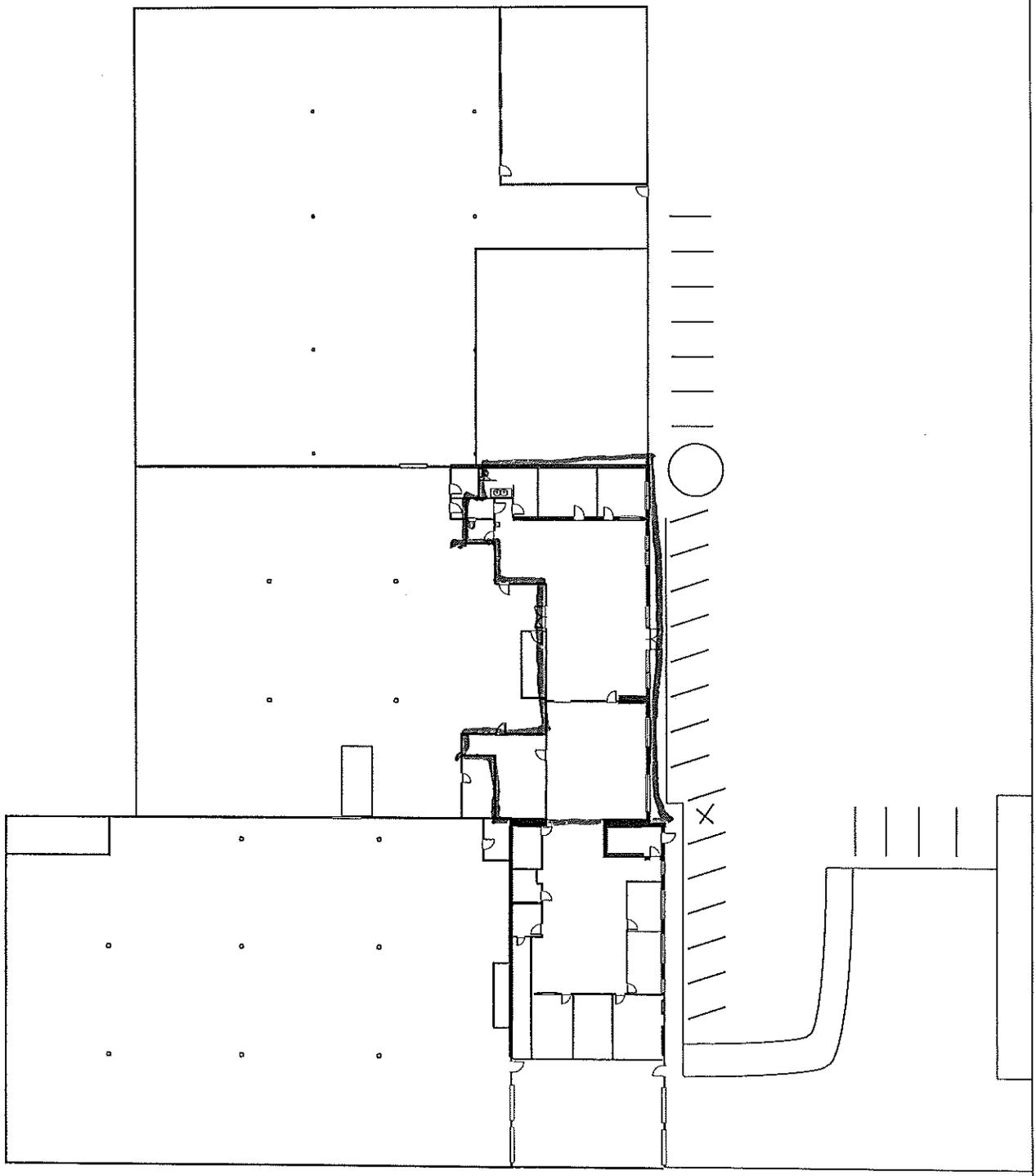
Rev. Gerry Koning, Pastor, Trinity CRC



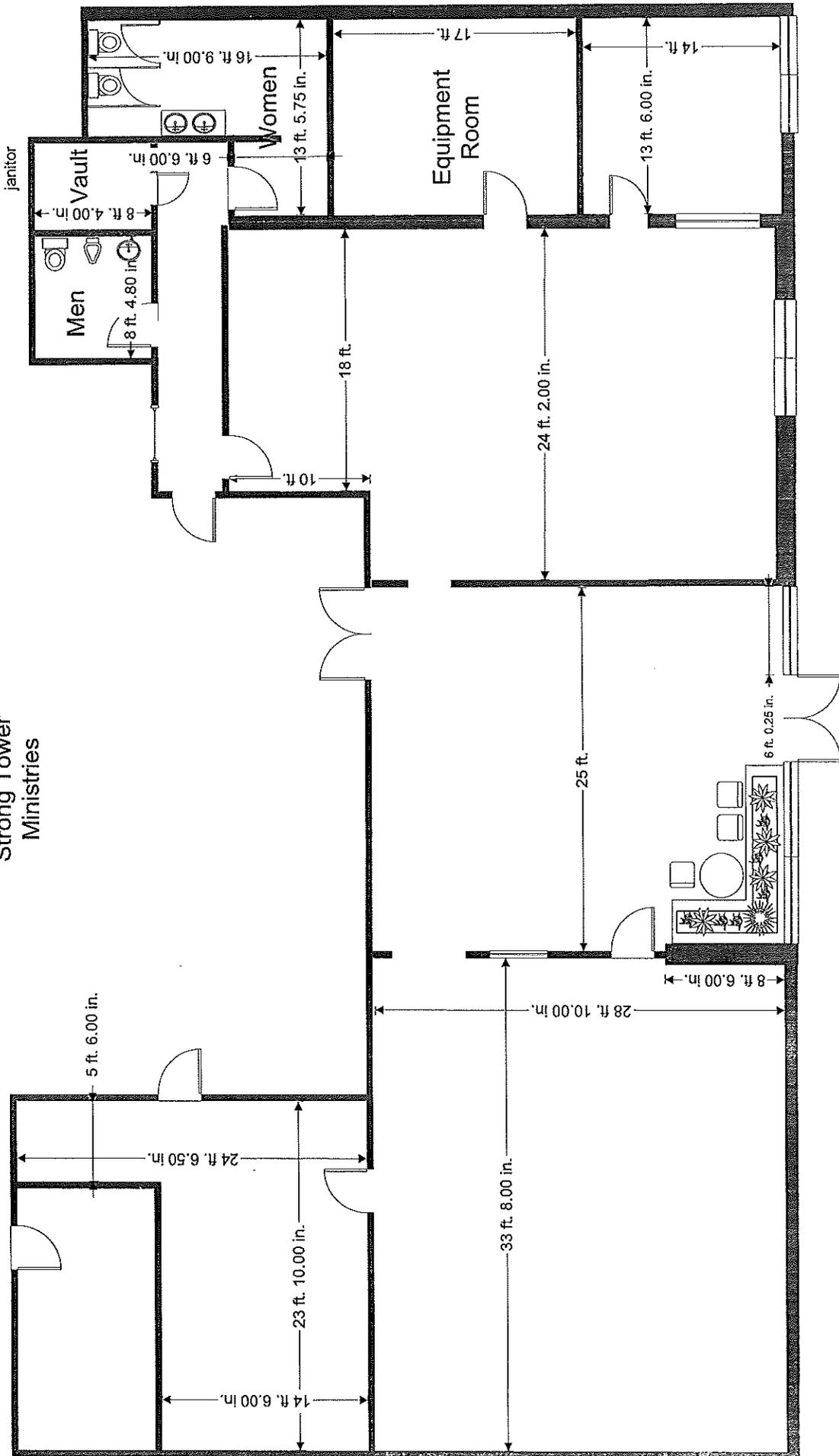
Strong Tower Ministries

Buchanan Avenue

Colrain Avenue



Strong Tower
Ministries



CITY OF WYOMING - SITE PLAN DATA WAIVER REVIEW

Project: <i>Strong Tower</i>	Reviewed By: <i>Tim Lockman</i>		
	Date: <i>5/24/16</i>		
Required Site Plan Data:	Waiver Requested	Reviewer Comments:	Y/N
(a) Application Form: The application form provided by the Planning Department shall be completed in full with the following information:			
Name, address and phone number of the applicant and property owner			
Address and property identification number of all properties			
Name, address and phone number of firm or individual who prepared the site plan			
Description of proposed project or use, type of building or structures, and name of proposed development, if applicable			
Date of application			
(b) Site Plan Descriptive and Identification Data:			
Site plans shall consist of a plan for the entire development, drawn to an engineer's scale of not less than 1 inch = 50 feet for property less than 3 acres, or 1 inch = 100 feet for property 3 acres or more in size.		<i>Detail provided on survey and interior floor plan is sufficient to evaluate use within the existing building</i>	<i>Y</i>
Sheet size shall be a maximum of 24 x 36 inches and collated according to sheet number. If a large development is shown in sections on multiple sheets, then one overall composite sheet shall be included			
Title block with sheet number/title; name, professional seal, address and telephone number of the applicant and firm or individual who prepared the plans; and date(s) of submission and any revisions (month, day, year)			
Scale and north-point			

WYOMING PLANNING COMMISSION
AGENDA ITEM
NO. 3

DATE DISTRIBUTED: June 9, 2016

PLANNING COMMISSION DATE: June 21, 2016

ACTION REQUESTED: Request to amend the Form Based Code. Amendments include applications for Division Avenue, revising street requirements, and references to the Zoning Ordinance.

REQUESTED BY: Wyoming Planning Department

REPORT PREPARED BY: Timothy Cochran, City Planner

AMENDMENT INFORMATION:

The proposed amendments pertain primarily to expanding the Form Based Code (FBC) by establishing standards that will be applicable to the Division Avenue corridor. Additional amendments include section references back to the recently reformatted Zoning Ordinance, allowances for divergence from required street cross sections, and an increase to light pole height. If the proposed FBC amendments are adopted, the City would then initiate the rezoning of the 4 ½ miles of Division Avenue within the City to FBC. It is at that time that thousands of notices will be sent to property owners and business occupants along the corridor. To help inform the public who may be unfamiliar with an FBC and why/how it was developed, and to help understand why it is appropriate for Division Avenue, this report was expanded to provide historical context.

FORM BASED CODES:

Form Based Code (FBC) is a specialized zoning district distinct from conventional zoning standards utilized by most communities. An FBC places great importance upon building placement and appearance with less emphasis upon land use. Conventional zoning places great emphasis on land use with building placements that are far more flexible. Under conventional zoning, building appearance is generally left to the developer's interests. An FBC is utilized when it is the communities' desire to either maintain, or create, a distinct character for an area. The overriding intent is to fortify an area to promote economic and social development in such a manner that it can readily adapt to changing conditions over time.

THE BASIS FOR CREATION OF THE FBC:

The City of Wyoming and property owners along 28th Street near City Hall were for some time concerned over the steady decline of that commercial corridor. At its height, this central area included the robust Studio 28 Theaters, Rogers Department Store, Rogers Plaza and Wyoming Village Mall. This was a primary commercial economic center for the entire West Michigan region. As newer commercial centers emerged in the expanding metro area and populations shifted, this 28th Street area became worn and bypassed. To comprehensively address this, City of Wyoming Downtown Development Authority (DDA) commissioned a multi-disciplinary process to develop a realistic plan to redevelop and redesign the corridor and to identify new market niches to complement existing viable businesses. The result of that 2 ½ year community engaged process was the City Council, Planning Commission and DDA adoption of the Turn on 28th Street Corridor Sub Area Plan (now known as 28West) in January 2012. That Plan is now included within the City of Wyoming Land Use Plan 2020 as the official guide for redevelopment of this critically important area.

To implement the new vision for the area, new zoning standards for redevelopment were required. Over a 2 year period, a steering committee working with a consulting team and the community created a comprehensive FBC to implement the goals of 28West and guide economic redevelopment of the area. This FBC was adopted by the City Council in December 2013, and subsequently was applied to the 28th Street corridor between Clyde Park Avenue and Burlingame Avenue. Both the 28West Plan and FBC may be accessed in their entirety at the City of Wyoming website www.wyomingmi.gov using the 28West link.

FBC APPLICABILITY TO DIVISION AVENUE

During the process of developing the FBC, it became apparent to many that its applicability may also be appropriate in other older established areas of the community. One such corridor, Division Avenue, was the City's primary commercial corridor prior to the development of U.S. 131. Businesses flourished serving the emerging neighborhoods that branched out along the corridor. Several hundred affordable post WWII housing units were constructed to meet the demand. As commercial development occurred along 28th Street in the 1960's and 1970's, it had a profound negative effect along Division Avenue as the economic focus was transferred. Population demographics changed along with buying habits leaving property decline and disinvestment. Division Avenue commercial properties may now be defined as an aged suburban commercial corridor, with a high preponderance of auto related business uses. However, the adjoining neighborhoods in very close proximity are stable, with affordable, working class homes. Public schools and parks are interwoven throughout the corridor. Area demographics now include sizable populations of African Americans, Latino-Hispanic and Asian people.

The Division Avenue corridor is also uniquely poised to take advantage of Federal, State and local investment opportunities in the future. In August 2014, the SilverLine Bus Rapid Transit (BRT) system became operational. This BRT represents a \$39 million investment in reinventing

our community. The BRT is the centerpiece of the entire Grand Rapids metropolitan transit system. Its primary purpose is to link outlying residential areas with jobs, commerce, education, and entertainment in the downtown area. Its secondary purpose is to promote economic and housing opportunities along the corridor. The potential for new residential developments catered to those who are, or choose to be, less reliant on cars is significant. Such developments would replace older obsolete commercial developments. Residents within the corridor area will have more discretionary disposable incomes due to a lesser dependence on cars. This increase in corridor population, in conjunction with more disposable income, will provide opportunities for new business development that could take advantage of this.

Essential to enhancing these opportunities is the relationship of buildings to the public streets to make the corridor more pedestrian oriented. Buildings should be in close proximity to provide visual stimulation, promote merchandise, and define public space. Each development must contribute to, and reinforce, this overall concept. Gaps between buildings should be minimized to maintain continuity. Parking for vehicles should generally be provided to the side or rear of a business. The streetscapes must be attractive, vibrant and safe. These concepts to promote walkability and street vitality were put forward by Dan Burden, an internationally renowned community reinventing expert, with his Division Avenue audit that was held along this corridor in August 2012.

COLLABORATION WITH THE CITY OF KENTWOOD:

In February 2014, the Cities of Wyoming and Kentwood formed a joint steering committee to consider the desirability of applying different zoning requirements to the Division Avenue corridor. Ideally, both communities would have comparable development standards to evolve the corridor into a cohesive place. This compatibility would also provide confidence to developers that redevelopment investments would integrate with future surrounding projects. The committee was comprised of representatives from the Planning Commission, City Commission and planning department staffs of both Wyoming and Kentwood. In addition, the committee members included business owners, public school administrators and commercial real estate professionals active in the corridor. Division Avenue extends 4 ½ miles through the City of Wyoming from Alger Avenue to 60th Street. It extends over two miles through Kentwood from 43rd Street to 60th Street along the east side of Division Avenue.

Through evaluation for over a year, the committee determined that the FBC applied to 28th Street would also be appropriate for Division Avenue, however in a condensed format. They found that two of the six context areas within the established FBC, along with most of the associated standards, would be appropriate for Division Avenue. The two context areas are Corridor General and Corridor Edge. The Corridor Center, Corridor Urban, Corridor Sub-Urban, and Corridor Neighborhood context areas were dismissed primarily due to a desire to integrate new development with the existing development pattern of the corridor.

The existing development pattern of Division Avenue generally encompasses small, narrow lots, with limited depth beginning just south of 50th Street and extending north into Grand Rapids. Many of these post WWII developments placed the buildings in close proximity to the street. It is in this area that the Corridor General Area would be applied. The corridor south from this point opens up to much larger parcels with a much greater depth. The development pattern here is newer and more suburban. It is here that the Corridor Edge Area would be applied. (see attached context area map). Throughout the corridor, it is the intention to replace the existing B-2 General Business zoning with the FBC for those frontage properties. The abutting neighborhoods would remain untouched through this rezoning. If a development proposal were to come forward that would need additional residential properties to be both viable and community desirable, that would be evaluated through the public hearing process on a case-by-case basis.

A synopsis of the Corridor General Area and Corridor Edge Area follows:

Corridor General Context Area:

“The Corridor General Area represents a traditional urban development pattern with mixed use, retail, live/work and apartment buildings. The Area is characterized by a variety of building types set relatively close to the sidewalk, but also allows a range of building placement options that permit a varied street wall.”

Building Types Permitted With Required Front Yard Setbacks:

- Mixed Use Building- Zero setback
- Zero Lot Line Retail Building-Zero setback
- Retail Building – 5 to 15 foot setback
- Live / Work Building – 5 to 20 foot setback
- Apartment Building – 8 to 30 foot setback

Corridor Edge Context Area:

“The Corridor Edge Area represents a district which transforms from more urban districts to the existing development pattern of the City. This area promotes retail and residential uses with building placement that is more consistent with existing City development patterns and includes the flexibility of locating limited parking in the front of retail buildings.”

Building Types Permitted With Required Front Yard Setbacks:

- Retail Building – 5 to 50 foot setback
- Live / Work Building – 5 to 15 foot setback
- Apartment – 8 to 30 foot setback
- Rowhouse – 5 to 15 foot setback
- Two-Family House – 15 to 35 foot setback

The application of the FBC to Division Avenue did require a recommended modification. The FBC allows buildings of five stories by-right. This was considered to be potentially too much building mass for the generally shallow properties along the corridor. The recommended standard is to allow buildings of up to three stories by-right, with additional height of up to five stories by Special Use Approval from the Planning Commission.

It should also be noted that The City of Kentwood is currently developing their own FBC, guided heavily by the City of Wyoming FBC, to be implemented along their portion of the corridor.

ADDITIONAL FBC AMENDMENTS:

- (1) With the recent adoption of the reformatted Zoning Ordinance, all reference numbers within the current FBC linking the two distinct, but yet connected, ordinances need to be amended. These reference amendments are scattered throughout the ordinance.
- (2) The City has been working closely with the owners of Wyoming Village Mall and Studio 28 properties to construct the critical crescent street (28West Place) to implement the master plan for this area. The public street design has been modified significantly from that required under the FBC to fit it with the existing commercial buildings and parking lots and yet obtain the desired streetscape enhancements. Amendments under Section 90-1800 Thoroughfare Guidelines provides for the City to deviate from the required street cross sections when existing conditions or other physical constraints warrant design changes.
- (3) Under Section 90-1311 Lighting, light fixtures are currently limited to no more than 15 feet in height in the FBC districts. This may be compared to a 50 foot height allowed in other areas of the City. Further evaluation of this requirement suggests that it may be too limiting in transitioning the FBC designated areas of the City. An increase to a 25 foot height limit is proposed.

PLANNING COMMISSION ACTION:

The Development Review Team suggests the Planning Commission recommend approval of the proposed amendments to the Form Based Code to the City Council.

DEVELOPMENT REVIEW TEAM:

Heidi Isackson, Deputy City Manager
Rebecca Rynbrandt, Director of Community Services
William Dooley, Director of Public Works
Jeff Keppel, Building Official
James Carmody, Director of Police & Fire Services
Tim Cochran, City Planner

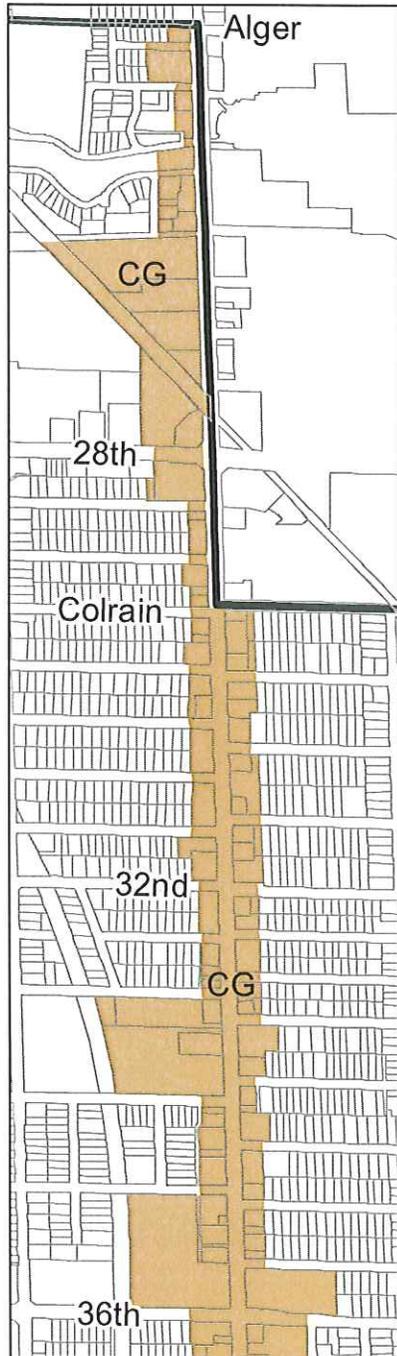
ARTICLE 11 DIVISION 4

CONTEXT AREAS AND USE

90-1404 DIVISION AVENUE CORRIDOR CONTEXT AREA MAPS

Map 90-1404 divided into three sections to depict entire Division Avenue corridor

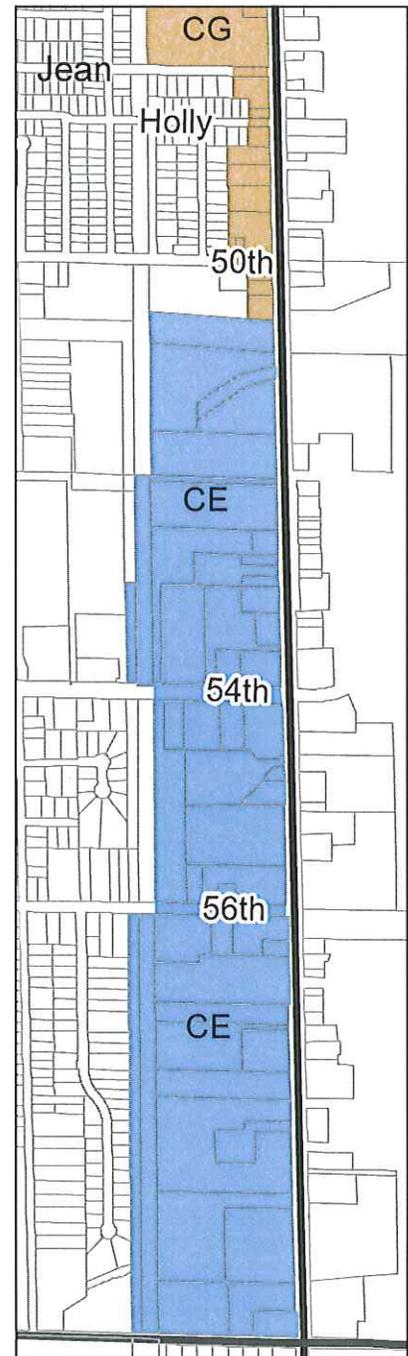
SECTION 1: ALGER ST. TO 36TH ST.



SECTION 2: 36TH ST. TO JEAN ST.



SECTION 3: JEAN ST. TO 60TH ST.



CHANGES ON THIS PAGE NEW PAGE WITH MAPS

Legend

- CG, Corridor General Context Area
- CE, Corridor Edge Context Area



i Introduction	1 Title, Purpose & Scope	2 Applicability & Procedures	3 General Provisions	4 Context Areas & Use	5 Subdivision & Access	6 Building Types
7 Private Frontages	8 Thoroughfare Guidelines	9 Off-Street Parking	10 Sign Standards	11 FBC Definitions	City of Wyoming Zoning Ordinance	

WYOMING PLANNING COMMISSION
AGENDA ITEM
NO. 4

DATE DISTRIBUTED: June 9, 2016
PLANNING COMMISSION DATE: June 21, 2016
ACTION REQUESTED: Request for Site Plan Approval for Metro Health Village No. 3
REQUESTED BY: The Granger Group, Developer
REPORT PREPARED BY: Timothy Cochran, City Planner

GENERAL LOCATION DESCRIPTION:

The property is located at 2300 Health Drive, SW. (Section 34)

EXISTING ZONING CHARACTERISTICS:

This site is zoned PUD-3 Planned Health Care District as are all surrounding properties

EXISTING LAND USE:

This site is undeveloped. Land use surrounding the property follows:

North: Family Fare grocery and a retail lease building (across Health Drive)
South: Undeveloped
East: Senior living facility (across Village Drive)
West: Undeveloped

PROJECT INFORMATION:

The petitioner proposes to construct a 12,300 sq. ft. mixed use lease building. This project will contribute to the further establishment of the retail village development intended with the PUD plan between Byron Center Avenue and Metro Health Hospital (see attached Site Condominium Plan). The proposed development is on the northern portion of Unit 3. The balance of the property allows for further retail and restaurant development.

Staff has the following added site plan comments:

1. Final site grading, utility and storm water management plans shall be approved by the Engineering Department. Storm water calculations shall be provided. Participation in the

cost sharing for the Regional Storm Sewer System is required.

2. The façade plan incorporates a “store front” design with significant glass, brick and articulation features along the front and sides of the building. The façade plan is adopted as part of this site plan approval.
3. The landscaping plan provides substantial attention to the side of the building along Health Drive and the rear of the building along Village Drive. This will contribute to the attractiveness of the project and walkability along the adjoining sidewalks. The landscaping plan is adopted as part of this site plan approval.

CONFORMANCE WITH THE CITY OF WYOMING SUSTAINABILITY PRINCIPALS:

Sustainability: The advancement and promotion, with equal priority, of environmental quality, economic strength, and social equity so that a stable and vibrant community can be assured for current and future generations.

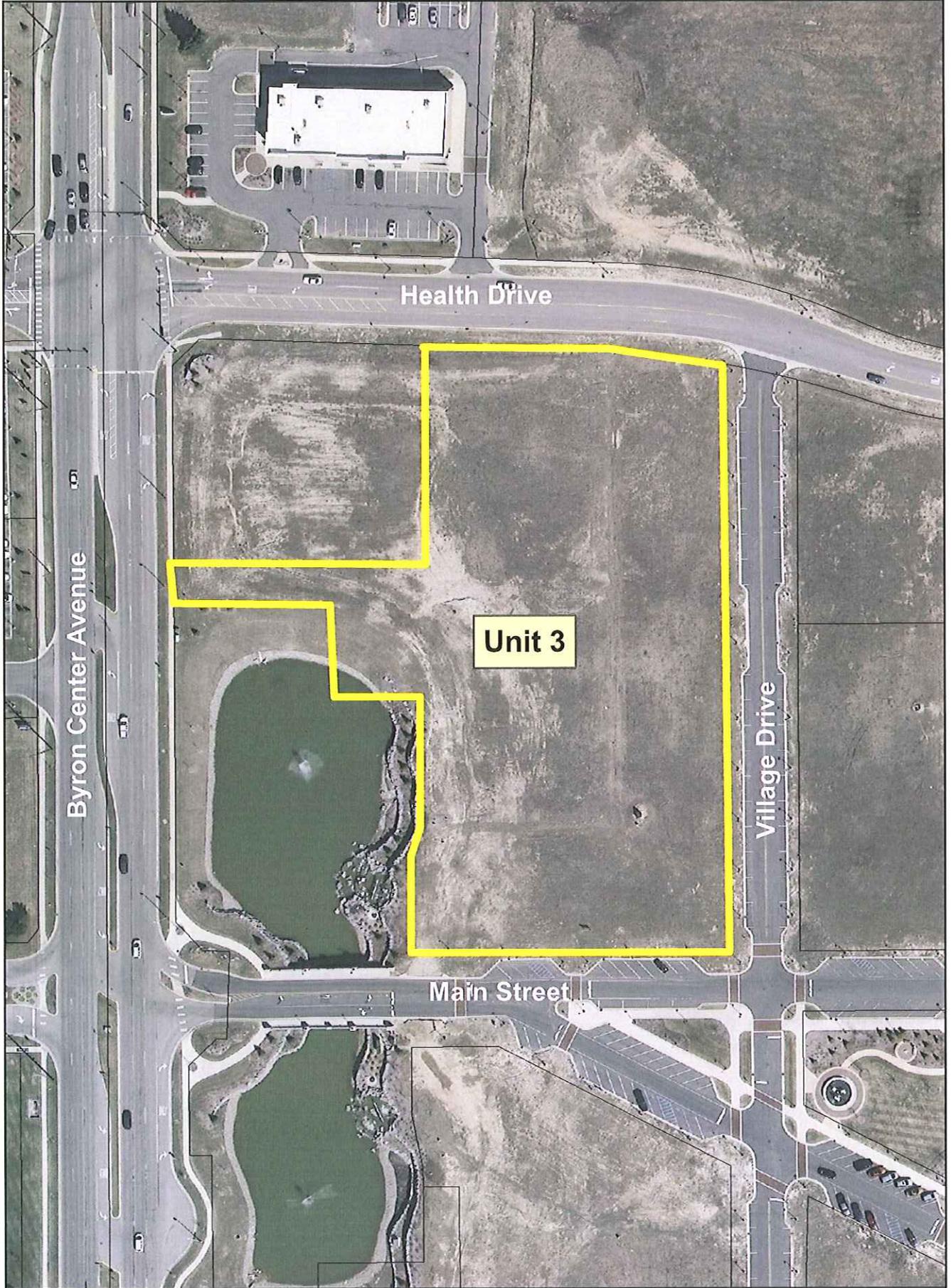
The proposed development will contribute to the creation of the desired retail village as a major component of Metro Health Village. This will provide an expansion of goods, services and possibly dining opportunities for nearby residents, employees and patrons of Metro Health Village. The development will provide employment opportunities with the mixed use businesses. These factors will contribute to the economic strength and social equity of the City. The proposed Metro Health Village No. 3 conforms with the City of Wyoming sustainability principals.

PLANNING COMMISSION ACTION:

The Development Review Team suggests the Planning Commission grant Site Plan Approval to Metro Health Village No. 3.

DEVELOPMENT REVIEW TEAM:

Heidi Isackson, Deputy City Manager
Rebecca Rynbrandt, Director of Community Services
William Dooley, Director of Public Works
Jeff Keppel, Building Official
James Carmody, Director of Police & Fire Services
Tim Cochran, City Planner



Health Drive

Byron Center Avenue

Unit 3

Village Drive

Main Street

CITY OF WYOMING - SITE PLAN DATA WAIVER REVIEW

Project: Metro Health No. 3	Reviewed By: TIM COCKRAN		
	Date: 5/24/16		
Required Site Plan Data:	Waiver Requested	Reviewer Comments:	Y/N
(a) Application Form: The application form provided by the Planning Department shall be completed in full with the following information:			
Name, address and phone number of the applicant and property owner			
Address and property identification number of all properties			
Name, address and phone number of firm or individual who prepared the site plan			
Description of proposed project or use, type of building or structures, and name of proposed development, if applicable			
Date of application			
(b) Site Plan Descriptive and Identification Data:			
Site plans shall consist of a plan for the entire development, drawn to an engineer's scale of not less than 1 inch = 50 feet for property less than 3 acres, or 1 inch = 100 feet for property 3 acres or more in size.			
Sheet size shall be a maximum of 24 x 36 inches and collated according to sheet number. If a large development is shown in sections on multiple sheets, then one overall composite sheet shall be included			
Title block with sheet number/title; name, professional seal, address and telephone number of the applicant and firm or individual who prepared the plans; and date(s) of submission and any revisions (month, day, year)			
Scale and north-point			

CITY OF WYOMING - SITE PLAN DATA WAIVER REVIEW

Project: <i>Metro Health No. 3</i>	Reviewed By: <i>Tim Cochran</i> Date: <i>5/24/16</i>		
Required Site Plan Data:	Waiver Requested	Reviewer Comments:	Y/N
Location map drawn to a separate scale with north-point, showing surrounding land, and streets, within a quarter mile			
Dimensions of land and total acreage, with boundary survey and improvements			
Zoning classification of petitioner's parcel and all abutting parcels			
Proximity to section corner and Major Thoroughfare			
Net acreage (minus rights-of-way) and total acreage			
Proposed number of employees, if applicable			
(c) Site Data:			
Existing lot lines, building lines, structures, parking areas and other improvements on the site			
Building footprints			
Finished floor elevation of all proposed buildings			
On parcels of more than one (1) acre, topography on the site and within 100 feet of the site at two-foot contour intervals			
Proposed lot lines, lot dimensions, property lines, required and proposed setback dimensions, structures, and other improvements on the site			
Location of existing drainage courses, floodplains, lakes and streams, wetlands with elevations, and woodlands			
All existing and proposed easements			

CITY OF WYOMING - SITE PLAN DATA WAIVER REVIEW

Project: <i>Metro Health No. 3</i>		Reviewed By: <i>Tim Cochrane</i>	
		Date: <i>5/24/16</i>	
Required Site Plan Data:	Waiver Requested	Reviewer Comments:	Y/N
Location of waste receptacle(s), transformer pad(s), ground mounted mechanical equipment, and method of screening			
Dimensions and area of any outdoor sales display or storage area			
(d) Access and Circulation:			
Existing and planned right-of-way for all streets			
Dimensions, curve radii and centerlines of existing and proposed access points, road rights-of-way, private roads or access easements			
Opposing driveways and intersections within 100 feet of site			
Dimensions and location of existing and proposed driveways, parking lots, sidewalks and non-motorized paths			
Dimensions of acceleration, deceleration, and passing lanes			
Dimensions of parking spaces including barrier free, islands, circulation aisles and loading zones (including loading dock/door orientation and screening)			
Dimension and location of all clear vision areas			
Calculations for required number of parking and loading spaces			
Access easements, if shared access is proposed			
Designation of fire lanes			
Truck circulation plan showing turning templates for delivery trucks and emergency vehicles			

CITY OF WYOMING - SITE PLAN DATA WAIVER REVIEW

Project: <i>Metro Health No. 3</i>		Reviewed By: <i>TIM COCHRAN</i>	
		Date: <i>5/24/16</i>	
Required Site Plan Data:	Waiver Requested	Reviewer Comments:	Y/N
Traffic impact analysis meeting the requirements of Section 90-1003 (3), if applicable			
(e) Landscape Plans:			
General location of existing plant materials, with an identification of materials to be removed and materials to be preserved			
Calculations of all landscape requirements, as set forth in Section 90-64			
Landscape plan, including location and type of all existing and proposed shrubs, trees, and other live plant material			
Location, size, height and material of construction for all obscuring wall(s) or berm(s) with cross-sections, where required			
Planting list for proposed landscape materials with container size, caliper size or height of material, botanical and common names, and quantity			
(f) Building and Structure Details:			
Building elevations for all facades. Elevation drawings shall indicate the height of building, materials, and architectural quality, and shall detail any rooftop or building mounted screening.			
Location, height, and outside dimensions of all proposed buildings or structures			
Building floor plans for multiple-family buildings and gross floor area			

CITY OF WYOMING - SITE PLAN DATA WAIVER REVIEW

Project: <i>Metro Health Ho. 3</i>		Reviewed By: <i>Timothy Cochran</i>	
		Date: <i>5/24/16</i>	
Required Site Plan Data:	Waiver Requested	Reviewer Comments:	Y/N
Details on accessory structures and any screening			
(g) Information Concerning Existing and Proposed Utilities, Drainage and Related Issues:			
Location of existing and proposed sanitary sewers, water mains, fire hydrants, storm sewers and other utilities that are proposed to serve the project			
Location of existing above and below ground gas, electric and telephone lines			
Storm water retention and detention ponds, including grading, side slopes, depth, high water elevation, volume and outfalls with calculations (for details refer to Wyoming's storm water ordinance Sec.86-351 through 436)			
Indication of site grading, drainage patterns and other storm water management			
(h) Additional information required for Residential Development			
The number and location of each type of residential unit			
Density calculations by type of residential unit (dwelling units per acre)			
Garage or carport locations and details, if proposed			
Location and design of mailbox clusters, if applicable			
Location, dimensions, and elevations of common building(s), if applicable			
Location, size and facilities within, of recreation and open space areas, if applicable			
(i) Other Requirements			
Applicable fees, as set by the City Council			