

AGENDA
WYOMING PLANNING COMMISSION
TUESDAY, MARCH 18, 2014
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 Special Use Approval for The PIER Church. The property is located at 4669 Division Avenue, SW. (Section 25) (Immanuel Christian Reformed Church) (Includes Site Plan Approval)
2. Request to vacate Pickett Street (a paper only street) west of Clyde Park Avenue. (Section 26) (J & P Development)

NEW BUSINESS:

3. Request for Site Plan Approval for Metro Health Village Senior Living. The property is located at 2252 Health Drive, SW. (Section 34) (MHV Senior Living LLC)

INFORMATIONAL ITEMS:

4. FBC Division Avenue update.
5. MAP Training May 12.

PUBLIC COMMENT:

ADJOURNMENT:

WYOMING PLANNING COMMISSION
AGENDA ITEM
NO. 1

DATE DISTRIBUTED: March 6, 2014
PLANNING COMMISSION DATE: March 18, 2014

ACTION REQUESTED: Request for Special Use Approval for The PIER Church (Includes Site Plan Approval)

REQUESTED BY: Immanuel Christian Reformed Church

REPORT PREPARED BY: Timothy Cochran, City Planner

GENERAL LOCATION DESCRIPTION:

The property is located at 4669 Division Avenue, SW. (Section 25)

PROJECT INFORMATION:

EXISTING ZONING CHARACTERISTICS:

This site is zoned B-2 General Business. Zoning surrounding the property follows:

North: B-2 General Business
South: B-2 General Business (across Elwell Street)
East: C-2 Commercial (across Division Avenue – City of Kentwood)
West: R-2 Single Family Residential

EXISTING LAND USE:

The site is used for The DOCK, a community center. The surrounding land uses are as follows:

North: Single family residences
South: Motel (across Elwell Street)
East: Vacant (across Division Avenue – City of Kentwood)
West: Immanuel Christian Reformed Church

PROPOSED LAND USE:

In January 2010, Immanuel Christian Reformed Church obtained Special Use Approval from the Planning Commission to establish The DOCK, a community center serving local youth. Immanuel CRC now proposes to establish a church plant within the building (see attached). Within the Zoning Ordinance, the definition of community centers specifically excludes churches. Churches are a distinct and separate use allowable by Special Use Approval in this B-2

General Business district. The PIER would also be sponsored in part by Faith Community CRC, CRC Board of Home Missions, One Wyoming, Classis Grand Rapids South of the CRC, and Classis Grandville of the CRC. In order to prevent potential schedule conflicts, the PIER will meet after hours from The DOCK and will also meet at other times from services or meetings at Immanuel CRC. Adherence to this schedule will allow the sharing of parking spaces. There are 38 spaces on the subject property, with an additional 107 parking spaces located around the property available under existing lease agreements. The building is already constructed to meet the assembly requirements of the Building Code. The City Attorney has confirmed there are no issues with having dual Special Use Approvals on a property so long as any potential operational conflicts are resolved.

The following standards for Special Use Approval shall be considered by the Planning Commission, as described within Section 90-761 (3) of the Zoning Ordinance:

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

This property has been used for both The DOCK, an assembly use and parking for the adjoining Immanuel CRC. The introduction of an additional assembly use, occupying the property at separate times, will not have an adverse effect on neighboring property.

- 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. There are numerous other churches along the Division Avenue corridor. 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 fronts on to Division Avenue, a five lane thoroughfare. No adverse traffic impacts are anticipated from the proposed use.

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

The proposed church use will expand upon the use of the building and will contribute to the facilities long term viability. No blighting influence will occur to neighboring properties.

- e. The economic feasibility for the area.

The proposed use appears financially viable.

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

The PIER must maintain service and meeting periods separate from those of the DOCK and Immanuel CRC in order to provide adequate parking. This will ensure that parking will not unduly occur within the streets or on unauthorized nearby properties.

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

City staff has no other concerns.

Staff has the following added site plan comments:

- 1. The property is fully developed. No site plan conditions are proposed.

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 will provide religious and social services to the area. The use will also contribute to the long-term viability of maintaining the property, which contributes to the City's economic strength. The proposed PIER Church conforms to the City of Wyoming sustainability principals.

PLANNING COMMISSION ACTION:

The Development Review Team recommends the Planning Commission grant Special Use Approval for The PIER per the findings of fact. In a separate motion, staff recommends granting Site Plan Approval.

DEVELOPMENT REVIEW TEAM:

Barb VanDuren, Deputy City Manager
Rebecca Rynbrandt, Director of Community Services
William Dooley, Director of Public Works
Jim DeLange, Chief Building Official
James Carmody, Director of Police and Fire Services
Tim Cochran, City Planner

Immanuel Christian Reformed Church

33 Elwell S.W.
Wyoming, Michigan 49508

February 13, 2014

City of Wyoming Planning & Development Department
1155 28th Street, S.W. Box 905
Wyoming, MI 49509

Planning Department / Planning Commission.

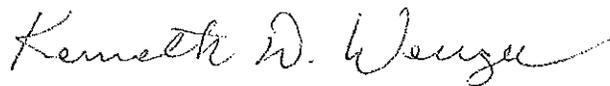
Thank you for entertaining this application to address the special use status at 4669 Division Avenue SW. This petition comes as a request to allow dual usage within 4669 Division, currently the DOCK Ministry, to include The PIER Church. The PIER Church is a new Christian Reformed Home Missions church plant sponsored in part by Immanuel CRC, Faith Community CRC [of Wyoming], CRC Board of Home Missions, One Wyoming, Classis Grand Rapids South of the CRC, and Classis Grandville of the CRC.

All of that being said The PIER Church is in its early formative stage and has been approved to move forward by all of the aforementioned supporters but is not yet formally organized. The organizational body of The PIER is targeting June 8, 2014 as its official startup date. This new plant is officially co-sponsored by Immanuel CRC of Wyoming and Faith Community CRC of Wyoming. In that vein here is some pertinent information concerning this new entity. Pending official approval by Classis Grand Rapids South in May Pastor Wayne Ondersma will lead this new plant. Wayne is currently the Director of The DOCK Ministry which meets in 4669 and plans to remain so in a reduced time schedule as we have enlisted the part time services of Pastor Laurie Zuverink to assist filling this void and growing this important community outreach. Pastor Wayne will continue to be an integral part of the DOCK for the foreseeable future. Our primary goal is for the PIER to coexist with the DOCK and reach out and connect with families in the neighborhood who have been connected with the DOCK thru their children over the years giving us the ability to serve all ages. Being that the building is owned by Immanuel CRC and the leadership of the DOCK is also involved in the PIER we expect a minimal level of conflict in programs. The PIER has agreed to meet at times other than Immanuel on Sunday and also will conduct its meetings after DOCK hours during the week. The matter of parking has been addressed with the current capacity of the 4669 property maintaining thirty eight spaces. Immanuel CRC maintains another twenty two spaces in the lot adjacent to 4669 and also maintains fifty five spaces north of the auditorium [Leroy St side] and has a fifteen year lease from Kelloggsville Schools on a thirty space lot on the south side of Elwell next to the Brik Crete Motel. All of which are available under mutual agreement with both the DOCK and the PIER.

Once again we completed another major upgrade to the building by replacing the twenty five year old [leaky] roof system this past December to put the building in far better condition than ever inside and out. It is our goal to maintain this facility to the level of being a community asset in both services and appearance and to serve the residents of the City of Wyoming in a special way.

On behalf of the DOCK Board of Directors, the seventy plus volunteers, and the hundreds of kids who have passed thru our doors we thank you for your time and consideration of this important issue.

Sincerely,

A handwritten signature in cursive script that reads "Kenneth D. Wenger". The signature is written in black ink and is positioned above the typed name.

Kenneth D. Wenger

Elder / Congregational Representative

Immanuel Christian Reformed Church of Wyoming

CITY OF WYOMING - SITE PLAN DATA WAIVER REVIEW

Project: <i>The PIER</i>		Reviewed By: <i>TIM COCHRAN</i>	
		Date: <i>2/24/14</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>Project involves no new construction. Site survey provides sufficient detail to evaluate proposed church use</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. 2

DATE DISTRIBUTED: March 6, 2014
PLANNING COMMISSION DATE: March 18, 2014

ACTION REQUESTED: Request to vacate Pickett Street west of Clyde Park Avenue.

REQUESTED BY: J & P Development LLC

REPORT PREPARED BY: Timothy Cochran, City Planner

GENERAL LOCATION DESCRIPTION:

The proposed street vacation commences at Clyde Park Avenue and extends west 165 feet. (Section 26)

EXISTING ZONING: All surrounding properties are zoned I-1 Light Industrial.

EXISTING LAND USE: The street right-of-way serves the adjoining industrial properties.

PROPOSED LAND USE:

The petitioner proposes the City vacate Pickett Street. Pickett Street is a paper only street. Improvements within the right-of-way consists of an asphalt driveway with public and private utilities. The driveway is contained within the right-of-way for Pickett Street for 165 feet from Clyde Park Avenue. The driveway extends another 260 feet west beyond the public right-of-way. Ingress and egress, and utility easements are in place for the area beyond Pickett Street.

The petitioner, J & P Development LLC, proposes to vacate Pickett Street as part of their industrial expansion plan along the underutilized north side of the drive (see attached). With the vacation of the right-of-way, ingress and egress, along with utility easements, will be extended through the vacated right-of-way. The property owner to the south of the right-of-way, Comfort Partners, is agreeable to transferring ownership of the acquired right-of-way to the petitioner.

STAFF COMMENTS:

1. Public water and storm sewer utilities, as well as private utilities, exist within the right-of-way of Pickett Street. The developer shall provide easements to the City of Wyoming for all public utilities. The developer shall also provide utility and access easements to the adjoining parcels. Any costs for utility relocations due to the vacation of the right-of-way shall be borne by the developer.

2. Right-of-way vacations require the City Council to set, and hold, a public hearing. This will occur after the vacation recommendation from the Planning Commission.

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 street vacation will allow for the redevelopment of an underutilized industrial property. The resulting development will infuse vital investment into the Clyde Park Avenue corridor. It will also contribute to the economic strength of the City by providing many new jobs. The proposed street vacation conforms to the City of Wyoming sustainability principals.

STAFF RECOMMENDATION:

The Development Review Team suggests the Planning Commission recommend to the City Council the proposed Pickett Street vacation, subject to condition 1 noted.

DEVELOPMENT REVIEW TEAM:

Barb VanDuren, Deputy City Manager
Rebecca Rynbrandt, Director of Community Services
William Dooley, Director of Public Works
Jim DeLange, Chief Building Official
James Carmody, Director of Police and Fire Services
Tim Cochran, City Planner

WYOMING PLANNING COMMISSION
AGENDA ITEM
NO. 3

DATE DISTRIBUTED: March 6, 2014
PLANNING COMMISSION DATE: March 18, 2014

ACTION REQUESTED: Request for Site Plan Approval for Metro Health
Village Senior Living

REQUESTED BY: MHV Senior Living LLC

REPORT PREPARED BY: Timothy Cochran, City Planner

GENERAL LOCATION DESCRIPTION:

The property is located at 2252 Health Drive, SW. (Section 34)

PROJECT INFORMATION:

EXISTING ZONING CHARACTERISTICS:

This site is zoned PUD-3 Planned Health Care District, which is the zoning surrounding the property.

EXISTING LAND USE:

The site is undeveloped. The surrounding land uses are as follows:

- North: Family Fare (across Health Drive)
- South: Park (across Main Street)
- East: Commercial building (across Center Drive)
- West: Vacant (across Village Drive)

PROPOSED LAND USE:

The petitioners propose to construct a four-story, 120, 450 sq. ft., 136 unit senior living facility. Independent living would be provided on the first and second floors, with assisted living on the third floor and memory care units on the fourth. The facility would be a licensed Home for the Aged. The units will be arranged in a square pattern, providing views from around the building. A central courtyard is also provided. The facility is designed to potentially allow expansion to the north.

Staff has the following added site plan comments:

1. Final site grading and utility plans shall be approved by the Engineering Department. Storm water calculations shall be provided. The developer shall participate in the storm sewer cost sharing. Final driveway openings to be approved by the Engineering Department.
2. The proposed mid-block crosswalk at Health Drive shall be removed. Sidewalks shall be extended along Health Drive and Center Drive.
3. An easement for the off-site parking lot shall be provided.
4. The proposed landscape plan is acceptable although it may go through additional refinement. The final landscape plan shall be approved by the Planning Department. Irrigation shall be required.
5. The proposed façade plans are acceptable and are adopted as part of this Site Plan approval.

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 Metro Health Village Senior Living facility will provide a needed service for the aged community. This will contribute to the city's social strength. Substantial employment will also occur at facility and short term with construction. The proposed Metro Health Village Senior Living facility conforms to the City of Wyoming sustainability principals.

PLANNING COMMISSION ACTION:

The Development Review Team recommends the Planning Commission grant Site Plan Approval for Metro Health Village Senior Living subject to conditions 1-5 noted.

DEVELOPMENT REVIEW TEAM:

Barb VanDuren, Deputy City Manager
Rebecca Rynbrandt, Director of Community Services
William Dooley, Director of Public Works
Jim DeLange, Chief Building Official
James Carmody, Director of Police and Fire Services
Tim Cochran, City Planner

CITY OF WYOMING - SITE PLAN DATA WAIVER REVIEW

Project: MHV SENIOR LIVING		Reviewed By: TIM COCHRAN	
		Date: 2/24/14	
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: MHV SENIOR LIVING		Reviewed By: TIM COCHARAN	
		Date: 2/24/14	
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: MHV SENIOR LIVING		Reviewed By: TIM COCHRAN	
		Date: 2/24/14	
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: MHV SENIOR LIVING	Reviewed By: TIM COCHRAN Date: 2/24/14		
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		FINAL PLAN IN DEVELOPMENT	Y
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: MHV SENIOR LIVING		Reviewed By: TIM COCHRAN	
		Date: 2/24/14	
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			