

AGENDA
WYOMING PLANNING COMMISSION
TUESDAY, DECEMBER 15, 2015
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 CARite of Wyoming used auto sales and car wash. The property is located at 155-28th Street, SW. (Section 12) (CARite Realty LLC) (Includes Site Plan Approval)
2. Request for Special Use Approval for Acare Human Services Community Center. The property is located at 3203 Eastern Avenue, SE. (Section 18) (Hans Giplaye) (Includes Site Plan Approval)

NEW BUSINESS:

3. City of Wyoming Land Use Plan 2020 amendment – Bikeway Plan. Initiation of amendment process.

INFORMATIONAL ITEMS:

4. January 11, 2016 @ 5:30 joint presentation to the City Council, Planning Commission and Board of Zoning Appeals – Reformatted Zoning Ordinance.

PUBLIC COMMENT:

ADJOURNMENT:

WYOMING PLANNING COMMISSION
AGENDA ITEM
NO. 1

DATE DISTRIBUTED: December 3, 2015
PLANNING COMMISSION DATE: December 15, 2015

ACTION REQUESTED: Request for Special Use Approval for CARite of Wyoming used auto sales and car wash. (Includes Site Plan Approval)

REQUESTED BY: CARite Realty LLC.

REPORT PREPARED BY: Timothy Cochran, City Planner

GENERAL LOCATION DESCRIPTION:

The property is located at 155-28th Street. (Section 12)

EXISTING ZONING: The property was recently rezoned to B-2 General Business. Zoning surrounding the property follows:

North: I-1 Light Industrial
South: B-2 General Business (across 28th Street)
East: B-3 Planned Business
West: B-2 General Business (across Buchanan Avenue)

EXISTING LAND USE: The property is vacant. Land uses surrounding the property follows:

North: Richwood Industries
South: Various commercial (across 28th Street)
East: Auto Repair and restaurant
West: Auto Convenience Store (across Buchanan Avenue)

PROPOSED DEVELOPMENT:

This property has recently rezoned from B-3 Planned Business to B-2 General Business for the purpose of accommodating this development. A voluntarily submitted Development Agreement was also entered into by the City Council to ensure the property would be developed as proposed by the petitioner. The proposed uses require Special Use Approval from the Planning Commission with the review of a detailed site plan. 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.

There are several auto sales related uses in this area. The establishment of a viable auto sales and car wash business on this vacated and deteriorating site will 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. Both 28th Street and the nearby Division Avenue have numerous used car businesses and several car wash facilities. The proposed uses are 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 28th Street and Buchanan Avenue. No adverse traffic impacts are anticipated from this business use.

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

The proposed used car sales and car wash business will occupy and substantially upgrade a long-time vacant and deteriorating property. No blighting influence will occur to neighboring properties.

e. The economic feasibility for the area.

The uses appear 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 Engineering Department requires the driveway on Buchanan Avenue to align with the opposing drive. A permit shall be required. The proposed driveway onto 28th Street shall be approved by MDOT and will require a separate permit.
2. Detailed engineering for site utilities, grading and storm water management shall be approved by the Engineering Department. Storm water calculations shall be provided.
3. A five foot wide sidewalk easement shall be provided along Buchanan Avenue for the future construction of a 10 foot wide shared use path.
4. An ADA accessible pedestrian route shall be provided from the 28th Street sidewalk to the front entrance to the business.
5. The four parking spaces at the exit to the car wash shall be angled conforming to the one-way traffic flow.
6. The proposed landscape plan is adopted as part of this site plan approval.
7. The proposed façade plans 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 development would be beneficial to the long range community vision for this neglected area. The development would clean a blighted property and will encourage the redevelopment of nearby properties to enhance the overall economic strength of the 28th Street corridor. The proposed development 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 CARite used car sales and carwash per the findings of fact. The DRT also recommends the Planning Commission grant Site Plan Approval through a separated motion subject to conditions 1-7 noted.

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 Oonk, Building Official
Timothy Cochran, City Planner



CITY OF WYOMING - SITE PLAN DATA WAIVER REVIEW

Project: <i>CARite</i>	Reviewed By: <i>Tim Cockran</i>
	Date: <i>11/16/15</i>

Required Site Plan Data:	Waiver Requested	Reviewer Comments:	Y/N
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(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>CARite</i>	Reviewed By: <i>TIM COCHRAN</i>		
	Date: <i>11/16/15</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>CARite</i>	Reviewed By: <i>TIM COCHRAN</i>		
	Date: <i>11/16/15</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>CARite</i>	Reviewed By: <i>Tim Cochran</i>		
	Date: <i>11/16/15</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>CARite</i>	Reviewed By: <i>TIM LOCKER</i>		
	Date: <i>11/16/15</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		<i>Greater detail to be provided with final engineering plans</i>	<i>Y</i>
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)		<i>Greater detail to be provided with final engineering plans.</i>	<i>Y</i>
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			

WYOMING PLANNING COMMISSION
AGENDA ITEM
NO. 2

DATE DISTRIBUTED: December 3, 2015
PLANNING COMMISSION DATE: December 15, 2015

ACTION REQUESTED: Request for Special Use Approval for Acare Human Services Community Center. (Includes Site Plan Approval)

REQUESTED BY: Hans Giplaye

REPORT PREPARED BY: Timothy Cochran, City Planner

GENERAL LOCATION DESCRIPTION:

The property is located at 3203 Eastern Avenue. (Section 18)

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

North: B-2 General Business (across 32nd Street)
South: B-2 General Business
East: Business (across Eastern Avenue – City of Grand Rapids)
West: I-1 Light Industrial

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

North: Convenience store (across 32nd Street)
South: Commercial
East: Church and various commercial (across Eastern Avenue – City of Grand Rapids)
West: Industrial

PROPOSED DEVELOPMENT:

Acare Human Services proposes to provide acclimation and training services to refugees new to the metropolitan area (see attached written description). Acare has obtained 501 (c) 3 tax exempt status. The facility would occupy the front portion of the commercial building. The rear portion of the building, previously used for auto repair, does not have an intended use at this time. The proposed Acare service area is limited in both area and occupancy, with approximately 12 people accommodated at any one time. The proposed Community Center use requires Special Use Approval from the Planning Commission with the review of a site plan. 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.

The proposed service use would be low impact and would provide a viable activity on this vacated and deteriorating 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 Community Centers in the immediate area, there is a church which provides community services directly across Eastern Avenue. 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 32nd Street and Eastern Avenue. No adverse traffic impacts are anticipated from this service 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 additional concerns pertaining to the Special Use Approval.

STAFF COMMENTS:

1. The proposed use will occupy an existing developed, but neglected, property. No site plan changes to the property are proposed with this use. However, parking spaces need to be repainted, including an ADA accessible space.

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 service 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 Community Center 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 Acare Human Services Community Center per the findings of fact. The DRT also recommends the Planning Commission grant Site Plan Approval through a separated motion subject to condition 1 noted.

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 Oonk, Building Official
Timothy Cochran, City Planner



Acare Human Services Community Center

Educating &empowering the members of our community to foster a culture of success.

Cultural Orientation:

Acare Cultural Orientation Resource Program focuses on a critical element of refugee resettlement and integration, providing technical assistance regarding the orientation refugee groups receives about their new lives in the United States, either before or after their arrival.

Acare Cultural Orientation Resource Program's mission is to increase awareness regarding the likely characteristics and needs of incoming refugee groups, as well as to facilitate culturally and linguistically appropriate orientation training for these newcomers to the United States. Acare accomplishes this through:

- ~Multimedia orientation resources and materials
- ~ Video and print resources regarding new refugee groups
- ~ Outreach materials for local community members
- ~ Skill development opportunities and technical training
- ~ Information exchange between various partners in the resettlement community

Acare Human Services Inc. work closely with the various stakeholders involved in refugee resettlement, such as U.S. resettlement agencies, previously-resettled refugees, community-based organizations, mainstream social service providers, employers, volunteers, teachers, members of charitable organizations, and church and community leaders.

Acare Cultural Orientation Resource Program combines the cross-cultural and technical knowledge of Acare's many consultants, and the field experience of refugee service practitioners.

I. Cultural Orientation Programming

Culture, Language, & Immigration Issues

General Orientation

Cultural Orientation

Budgeting classes

Public Transportation

Driver's License

Housing

Education

II. Health and Wellness

Applied Life Skills

Nutrition

Preventative Healthcare

Substance Abuse

Medications

III. Domestic Violence

Domestic Violence/Violence against Women

Community Resources

IV. Parenting Children From Birth Through Twelve Years

Parenting

Child Development

Child Abuse & Neglect
Behavior Management

V. Parenting Adolescents

Child Development
Parenting a Bicultural Teenager
Handling Problems
Building Strong Relationships

VI. Childcare

The Needs of Children & the Cost of Care
Licensed Child Care

ACare Tutoring

Tutoring

Acare tutoring program provides youth and adults with a safe, positive, and stimulating environment to explore learning and experience academic and personal success. We help student's master basic skills; learn problem-solving techniques and good study habits, and encouraging students to place a high priority on their academics.

We seek to provide academic support, enrichment, and encouragement that will lead students to achieve and maintain academic success, culminating in graduation from high school and a desire for lifelong learning. Volunteers work with projects, reading or other enrichment activities.

Volunteers

Volunteers are the heart of the program. They work with individual or pairs of students. We address learning gaps, develop core academic skills and improve reading comprehension. In addition to offering academic support, volunteers serve as role models and friends to the students. We are currently accepting applications for the 2015-1016 school years.

- Volunteers must attend an orientation session before beginning to serve and are required to sign a Volunteer Policy Agreement Statement and a Confidentiality Statement.
- Volunteers must pass a background check
- Agree to a commitment of tutoring for 1 to 2 hours a week.
- Volunteers must be enrolled In High School Honors or college level courses or have a post-secondary degree.
- Volunteers must have basic proficiency with the internet and word processing, as well as basic geometry and math involving simple equations, fractions, decimals and percent's. (Resource materials are available for all basic projects).

The program meets Monday –Thursday for six weeks during the summer and daily during the school year beginning in August. Middle school programs will be offered from 3:45 pm- 4:45pm and high school programs are offered from 5:00 pm – 7:00 pm. Recreation and extended enrichment activities occur throughout these programs.

Students will build skills in reading and math, get help with homework, and strengthen their sense of self-esteem and self-respect. Acare tutoring is open in the late afternoon and early evening hours. Acare students are wonderfully diverse, representing many nationalities, cultures, languages and religions.

Mission

Acare Tutoring Program's mission is to tutor, guide and inspire at-risk youth to achieve academic success. Our vision is that all students will be empowered to succeed academically and will possess the skills they need to realize their potential and achieve their hopes and dreams.

CHARTER DEVELOPMENT CO LLC
711
32ND ST SE

GOOD HOPE ENTERPRISES INC
791
32ND ST SE

HAZLITZ GANEL
3130
EASTERN AVE SE

BOORSMA WILLIAM G & BEATRICE A
3140
EASTERN AVE SE

32nd Street

32ND ST

VENTURE PROPERTY MGMT CO LLC
3206
EASTERN AVE SE



HUMAN SERVICES
3203
EASTERN AVE SE

760 32ND STREET LLC
760
32ND ST SE

EASTERN AVE

PIP PROPERTIES LLC
3210
EASTERN AVE SE

KAMPHUIS VAN
3216
EASTERN AVE SE

Eastern Avenue

COSTEN, HOWARD TRUST
3219
EASTERN AVE SE

KRINE
3224
EASTERN AVE SE

J BAKER INVESTMENTS LLC
3230
EASTERN AVE SE

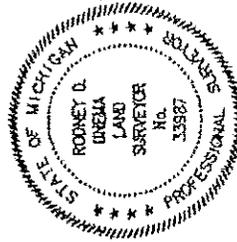
FRANK & PATRICIA
EASTERN AVE SE

Mortgage Survey for: John Muller
 18530 Main Street
 Spring Lake, MI 49456

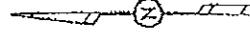
RE: 3203 Eastern Ave.

Description as furnished:

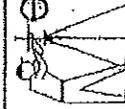
The North 100 feet of the West 125 feet of the East 175 feet of the SE 1/4; Except commencing at the intersection of the South line of 32nd Street (66 feet wide) and the West line of Eastern Avenue (190 feet wide); thence South along the West line of said Avenue 15.0 feet; thence Northwesterly to a point 15.0 feet West along the South line of said Street from beginning; thence East 15.0 feet to beginning. Also the South 55 feet of the North 155 feet of the East 175 feet of the SE 1/4, Section 18, T6N, R11W, City of Wyoming, Kent County, Michigan. This property contains 0.35 Acres (15,110 sq. ft.) excluding of 32nd Street and Eastern Avenue R.O.W.



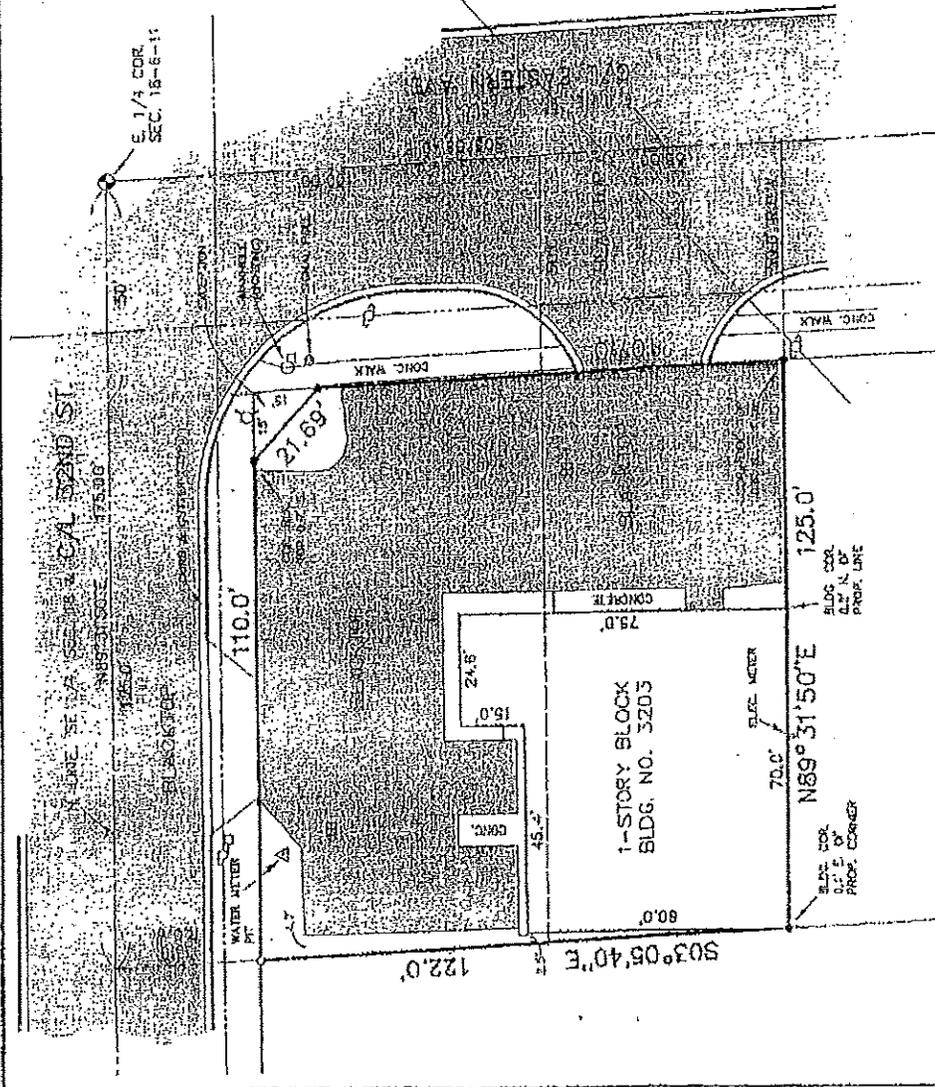
- = IRON STAKE FOUND
- = IRON STAKE SET
- ⊕ = POWER POLE
- ⊖ = HYDRANT
- ⊞ = CATCH BASIN
- = OVERHEAD WIRES
- = TELEPHONE BOX



Scale 1" = 30'



Excel Engineering, Inc.
 planners · engineers · surveyors
 5252 Clydes Park, S.W. · Grand Rapids, MI 49509
 Phone: (616) 531-3660 Fax: (616) 531-4121
 www.excelengineering.com
 FILE NO.: S111465 DATE: 7/11/2011



CITY OF WYOMING - SITE PLAN DATA WAIVER REVIEW

Project: <i>ALERE</i>	Reviewed By: <i>Tim Cochran</i>		
	Date: <i>11/16/15</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 utilizes an existing building & site. No exterior modifications are proposed. The submitted survey is sufficient to evaluate the request.</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: December 3, 2015
PLANNING COMMISSION DATE: December 15, 2015

ACTION REQUESTED: Request to initiate the amendment process to the Land Use Plan 2020 to incorporate the Bikeway Plan.

REQUESTED BY: Development Review Team

REPORT PREPARED BY: Timothy Cochran, City Planner

DESCRIPTION:

In March 2012 the Land Use Plan 2020 was amended to incorporate the 2035 Thoroughfare Plan. That Plan recommended expanding the comprehensiveness, and inclusiveness, of the use of the City thoroughfares by initiating a planning process to identify the corridors that would best serve the non-motorized needs of the community. Subsequently, the Engineering Department contracted with Progressive AE to evaluate the City. This evaluation considered roadway capacities, traffic volumes and speeds, adjoining community non-motorized connectivity and regional network plans. Mechanisms at the City, Regional, State and Federal levels are in place to fund viable bikeway projects. The incorporation of the Bikeway Plan into the Land Use Plan 2020 provides a long range vision, commitment to the community, and establishes credibility to those funding sources. The 2015 on-street bike lane improvements to Porter Street and Division Avenue are examples of the implementation of the Bikeway Plan.

REQUESTED ACTION:

The Development Review Team requests the Planning Commission authorize the initiation of the amendment process to the Land Use Plan 2020 to incorporate the Bikeway Plan.

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 Oonk, Building Official
Timothy Cochran, City Planner