

CITY OF PORTAGE PLANNING COMMISSION

F I N A L A G E N D A

April 15, 2010

(7:00 p.m.)

Portage City Hall Council Chambers

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES:

April 1, 2010

SITE/FINAL PLANS:

- * 1. Site Plan: Cross Creek Self Storage (expansion), 800 Gladys Street
- * 2. Site Plan: Centre Meadows Senior Apartments, 1405, 1419 and 1503 East Centre

PUBLIC HEARINGS:

PLATS/RESIDENTIAL CONDOS:

OLD BUSINESS:

NEW BUSINESS:

STATEMENT OF CITIZENS:

ADJOURNMENT:

MATERIALS TRANSMITTED

Prairie Ronde Township 2022 Land Use Plan Amendment – public hearing notice

Star (*) indicates printed material within the agenda packet.

TO: Planning Commission

DATE: April 15, 2010

FROM: Jeffrey M. Erickson, Director of Community Development

SUBJECT: Site Plan: Cross Creek Self Storage (expansion), 800 Gladys Street

I. INTRODUCTION:

A site plan has been submitted by Great Lakes Self Storage I, LLC to expand the existing Cross Creek Self Storage facility located at 800 Gladys Street. The proposed expansion project involves construction of a 5,100 square foot self storage building and associated site improvements along the southeast portion of the site. The approximate 1.5 acre property is zoned I-1, light industry.

Access to the site is provided through a full service driveway from Gladys Street. No additional access is proposed with the expansion project. Storm water from the expansion will be directed to an infiltration basin located along the east and south side of the proposed self storage building. Four new outdoor lighting units attached to the self storage building are proposed with the expansion project. These new outdoor lighting units will include shielded (sharp cut-off) fixtures and will comply with all applicable outdoor lighting standards.

II. RECOMMENDATION:

The site plan has been reviewed by the city administrative departments. It is recommended that the site plan for Cross Creek Self Storage (expansion), 800 Gladys Street, be approved.

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TO: Planning Commission

DATE: April 15, 2010

FROM: Jeffrey M. Erickson, Director of Community Development

SUBJECT: Site Plan: Centre Meadows Senior Apartments, 1405, 1419 and 1503 East Centre Avenue

I. INTRODUCTION:

A site plan has been submitted by Milham Group, LLC to construct a three-story, multiple family residential apartment building and associated site improvements on property addressed as 1405, 1419 and 1503 East Centre Avenue. The apartment building will be 126,540 square feet in size (42,180 square feet per floor) with a total of 122 apartment units. The 10.5 acre property is zoned RM-1, multiple family residential and OS-1, office service. The apartment building and parking areas will be situated on the RM-1 zoned portion of the property.

At the March 18, 2010 meeting, the Planning Commission approved a height modification for Centre Meadows Senior Apartments to allow construction of the three-story apartment building to a height of 36 feet with an architectural feature/cupola on top of the building that will extend to a height of 49 feet subject to installation of landscaping treatments along the west, south and east sides of the building that soften and break-up the expanse of the three-story building walls and also recommended that City Council approve the height modification. At the April 13, 2010 meeting, the City Council approved the height modification subject to the same condition.

Consistent with the height modification approval, the applicant has included landscaping treatments (deciduous trees and shrub plantings) along the west, south and east sides of the building. Since the site is bordered by single family residential zoning/land use, conflicting land use screening is also required between the parking lot and these adjoining areas. To satisfy this requirement, the applicant is proposing to retain existing mature trees/natural vegetation along the perimeter of the site and install supplemental evergreen trees (6-8 foot tall spruce and fir trees) along the south, east and west portions of the site. Preservation of mature trees/natural vegetation combined with supplemental evergreen tree plantings, building/parking lot setbacks and natural topography will provide an effective screen that will be confirmed by the Department of Community Development prior to issuance of the certificate of occupancy.

Access to the site will be provided from a full-service, boulevard driveway from East Centre Avenue. Consistent with the Access Management Ordinance, the applicant has agreed to provide future shared/cross access to adjacent properties. A note has been placed on the plan citing the commitment to this future cross/shared access and the appropriate affidavit will be prepared and recorded with the Kalamazoo County Register of Deeds. Storm water from the development will be collected and treated prior to discharge to infiltration basins located along the north and south portions of the development. Outdoor lighting units associated with the development will consist of light poles and building mounted units that will contain shielded (sharp cut-off) fixtures and comply with all applicable outdoor lighting standards.

The Zoning Code classifies the senior apartment facility as "housing for the elderly", which establishes a minimum parking requirement of 1 space for every two units plus 1 space per employee. Section 42-520.O allows a development to exceed the minimum parking requirement by up to 10%, with additional

increases subject to Planning Commission review. The proposed 122 unit senior apartment building with four employees would require a minimum of 65 parking spaces or a maximum of 72 spaces (65 + 10%). The applicant is proposing a total of 114 parking spaces. In support of the proposal, the applicant has provided a letter along with a copy of the Michigan State Housing Development Authority (MSHDA) recommended standards of design for "Buildings for Elderly Residents". As indicated by the applicant, the senior apartment facility will also provide congregate care services, if desired by the occupant. As a result, the applicant is proposing a parking ratio that is between the MSHDA standard for housing for the elderly (1.0 space per unit, or greater) and the MSHDA standard for congregate developments (.80 space per unit). Based on the information provided by the applicant, the proposed 114 parking spaces for the 122 unit senior apartment facility is necessary and reasonable and will not adversely impact surrounding properties including any natural features thereon.

II. RECOMMENDATION:

The site plan has been reviewed by the city administrative departments. It is recommended that the site plan for Centre Meadows Senior Apartments, 1405, 1419 and 1503 East Centre Avenue, be approved with the proposed 114 parking spaces based on documented evidence provided by the applicant.

Attachments: April 15, 2010 letter from Mr. Tim Woodhams (Milham Group LLC)
MSHDA Standards of Design

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April 15, 2010

Mr. Mike West, AICP
City of Portage
7900 South Westnedge Avenue
Portage, Michigan 49002

Re: Centre Meadows Senior Apartments
1405, 1419 and 1503 East Centre Avenue

Dear Mr. West:

To further clarify the Centre Meadows Senior Apartments parking requirements I thought further information beyond the information provided in the MSDHA Standards of Design package provided would be helpful to City staff and the members of the Planning Commission.

The Centre Meadows project will offer its elderly residents congregate services. Typical services available to residents include catered meal plans, housekeeping, personal laundry service, personal aides, transportation and other services that might be necessary to accommodate its residents. The majority of residents will likely choose some level of support thru the available services.

The MSDHA Standards of Design deviate from the City of Portage standard Elderly Housing Parking requirement of 0.5 spaces per unit. MSDHA recommends 0.8 spaces per unit for congregate care to 1.0 for elderly housing without services. We believe that the City Standard of 0.5 is intended for a traditional elderly care facility with a limited number of residents owning vehicles. The MSDHA Standard contemplates a more active resident who would rely on congregate services available within the development or off site services.

Our ratio of parking of approximately 0.9 spaces per unit follows the guidelines of MSDHA for the type of facility being constructed. Need for additional parking is not anticipated. However, in the current site plan, accommodations have been made to expand parking easily should demand dictate. All site design such as layout, site grading, storm water calculations, storm water basin placement have been prepared accordingly.

We appreciate your continued assistance with this development. Please feel free to contact me at (269) 760-6688 should you have any questions.

Sincerely,



Timothy A. Woodhams, PE

MSHDA STANDARDS OF DESIGN

C. Buildings for Elderly Residents

1. Elevators

Buildings designed for elderly residents shall be located at grade or an elevator shall serve each dwelling unit level. Buildings having two or more stories and designed for elderly residents shall be equipped with at least one elevator and of sufficient size (approximately 5' x 7') so as to facilitate move-ins/outs and emergencies (refer also to 14001.).

Buildings designed for elderly residents with 100 or more dwelling units or of three or more stories shall be equipped with at least two elevators. One such elevator shall be located and of sufficient size (approximately 5' x 7') so as to facilitate move-ins/outs and emergencies (refer also to 14001.)

2. Barrier Free Designed Units

Barrier Free designed units shall not be arranged all in one wing of a building. Such units shall be located on the floor at grade for ease of exiting in an emergency, but shall be located throughout that floor.

3. Congregate Housing

At a minimum, congregate housing shall include facilities and services for common dining, housekeeping and personal health services.

4. Common Spaces

Management, mail pick-up and primary vertical circulation functions shall be grouped at the primary entrance and lounge.

All common facilities shall be accessible without passing directly through the lounge. If provided, medical and social services, central dining facilities and similar common facilities (including trash removal) shall be grouped in close proximity to the main circulation elements but in such a way that it is not necessary for a resident to pass through the lobby or the lounge to reach them.

The design shall provide easy "way finding" cues to distinguish location within a building. These cues can include: clear organization in the design of space and circulation, plants, lighting, features, color (carpet, walls, features), furnishings, and consistent signs.

Provide glass panels adjacent to or in doors to common area rooms, allowing residents to see into a room before attempting to open the door.

Proposed furnishings for Common spaces shall be appropriate for the spaces to be furnished and for the intended resident, paying particular attention to the needs of elderly residents. (Refer also to 02870 and 12600.)

MSHDA STANDARDS OF DESIGN

5. Circulation

Common corridors shall be a minimum of five feet wide. For reasons of eliminating visual and physical corridor length, the maximum length of a corridor shall be 150'. For the purpose of this measurement, a corridor shall be defined as ending at any intersection with another corridor resulting in a visual terminus or where common space provides a significant visual break or offset. The maximum length of travel from a unit to an elevator shall be 150'. The maximum length of travel from the farthest unit to common dining and/or office facilities shall be minimized through building arrangement. No ramps shall be used in corridors.

6. Community rooms

All community rooms shall be provided with a kitchen that shall minimally have a double bowl sink, garbage disposal, a range/oven, a refrigerator, and a barrier free workspace.

7. Crafts rooms

All crafts rooms shall be provided with a sink with gooseneck faucet and plaster trap. All craft rooms shall have negative air pressure.

8. Maintenance Space

Common maintenance space shall be provided for storage and as a work area. Maintenance buildings or, in large buildings, maintenance spaces shall be provided at all developments. Buildings or spaces shall be heated and insulated, a toilet for staff shall be provided. The maintenance space shall be approximately 400 square feet. Provision shall be made for the storage of flammable materials. Workbenches and storage shelves shall be provided within the maintenance space.

9. Common Laundry

Common laundry rooms shall be provided with a table for folding laundry and a rod for hanging clothes. If feasible, common laundry rooms shall have a window to the exterior. Common laundry rooms shall have a floor drain. Common laundry rooms shall have a seating area within, immediately adjacent to, or in line of sight of the laundry room. All laundry rooms shall have negative air pressure.

10. Trash Compactor and Trash Chute

The trash compactor room shall be designed so that the trash gondola can be easily wheeled in and out of the space without sharp turns.

A hose bibb shall be provided within the trash compactor area for ease in washing down the area. A wash down sprayer shall be provided for within the trash chute. The residents shall not have to carry trash through the main lobby in order to dispose of their trash. A remote trash room shall be provided as needed. All trash rooms shall have negative air pressure.

MSHDA STANDARDS OF DESIGN

- 02000 Site Work**
Site design shall take advantage of positive site features and characteristics and shall address and mitigate negative site features. Site analysis and design concept shall be developed to respond to these features.
- 02001.1 Design of Drives and Parking**
02001.11 Parking Lots
Designs shall not contain dead end parking lots.
- 02001.12 Collector Roads**
Designs shall have no parking along collector roads.
- 02001.13 Parking Ratios**
Parking for developments for elderly residents shall be provided in the following ratio: 1.0 space per unit or greater. Parking for developments providing congregate services and marketed as "congregate" developments may be provided at 0.8 space per unit or greater. Parking for developments for family (non-elderly) residents shall be provided in the following ratio: 2 spaces per unit or greater.
- 02001.16 Drive Widths**
Collector drives shall be a minimum of 22'-0" in width.
Drives within parking areas shall be a minimum of 20'-0".
- 02001.17 Parking Spaces**
Parking spaces within developments for elderly residents shall be a minimum of 10' in width X 20' in length. Parking spaces within developments for family residents shall be a minimum of 9' in width.
- 02001.18 Curbing**
All drives, parking areas and parking islands shall be curbed. Curbing shall be concrete. Curb profiles shall accommodate snow plowing in identified areas. The Authority recommends main drives and collector roads be crowned with drainage along curbs.
- 02001.19 Catch Basins**
Catch basins shall not be located under carports. Drainage shall be away from carports and not towards or through carports.
- 02001.2 Design of Walkways**
There shall be an internal system of walkways. BF ramps shall be provided at curb crossings. In housing for elderly residents walks shall provide easy access to secure interactions with human activity and natural surroundings.
Walks shall be concrete. (Refer also to 03000.2.) Asphalt "walking trails" may be provided.

MATERIALS TRANSMITTED

**PRAIRIE RONDE TOWNSHIP
KALAMAZOO COUNTY, MICHIGAN**

**NOTICE OF PUBLIC HEARING AND PLANNING COMMISSION MEETING
ON PROPOSED UPDATED MASTER PLAN,
AND NEW ZONING ORDINANCE/ZONING MAP**

TO: THE RESIDENTS AND PROPERTY OWNERS OF THE TOWNSHIP OF PRAIRIE RONDE, KALAMAZOO COUNTY, MICHIGAN, AND ALL OTHER INTERESTED PERSONS:

PLEASE TAKE NOTICE that the Prairie Ronde Township Planning Commission will hold a public hearing/meeting on **April 20, 2010 at 7:00 p.m.** at the Prairie Ronde Township Hall located at 8140 West W Avenue. The items to be considered at this public hearing/meeting include, in brief:

1. A proposed update of the existing Prairie Ronde Township 2022 Land Use Plan adopted in 2002, which is proposed to be renamed the 2022 Master Plan and otherwise amended to conform with the Michigan Planning Enabling Act enacted in 2008 and to coordinate with the proposed consolidated and renamed zoning districts in the new Zoning Ordinance/Zoning Map.
2. A proposed new Prairie Ronde Township Zoning Ordinance and Zoning Map to replace the existing Zoning Ordinance/Zoning Map in its entirety. The proposed new Zoning Ordinance is a general updating of the existing Zoning Ordinance in various respects, including a proposed consolidation of the existing 11 zoning districts into 7 zoning districts. The proposed new Zoning Map therefore reflects the names of the 7 proposed new zoning districts, but aside from the implications of these resulting zoning district name changes no property in the Township is actually proposed to be rezoned. The proposed consolidation and renaming of the existing zoning districts is as follows:
 - The existing A-Agriculture District as otherwise proposed to be amended is not proposed to be consolidated with any other district or renamed.
 - The existing R-1 and R-2 Single Family Districts are proposed to be consolidated and renamed the R-1 Single Family Residential District, as otherwise proposed to be amended.
 - The existing R-3 Single and Two Family Residential District and R-4 Multiple Family Residential District are proposed to be consolidated and renamed the R-2 Two Family and Multiple Family Residential District, as otherwise proposed to be amended.
 - The existing R-5 Mobile Home Park/Plat Residential District is proposed to be renamed the R-3 Mobile Home Park Residential District, as otherwise proposed to be amended.

- The existing C-1 Local Commercial District and C-2 General Commercial District are proposed to be consolidated and renamed the C-Commercial District, as otherwise proposed to be amended.
 - The I-1 Restricted Industrial District and I-2 Manufacturing Industrial District are proposed to be consolidated and renamed the I-Industrial District, as otherwise proposed to be amended.
 - The existing OS-Open Space District as otherwise proposed to be amended is not proposed to be consolidated with any other district or renamed.
3. Such other and further matters as may properly come before the Planning Commission at the public hearing/meeting.

The proposed updated Master Plan (text and Future Land Use map), the proposed new Zoning Ordinance/Zoning Map, and the existing Zoning Ordinance, Zoning Map and Land Use Plan may be examined by contacting the Prairie Ronde Township Clerk and may also be examined at the hearing/meeting.

Written comments concerning the above matters may be mailed to the Prairie Ronde Township Clerk at the Prairie Ronde Township Hall at any time prior to this public hearing/meeting, and may further be submitted to the Planning Commission at the public hearing/meeting.

Prairie Ronde Township will provide necessary reasonable auxiliary aids and services at the hearing/meeting to individuals with disabilities, such as signers for the hearing impaired and audiotapes of printed materials being considered, upon reasonable notice to the Township. Individuals with disabilities requiring auxiliary aids or services should contact the Township Clerk as designated below.

Paula A. Craig, Clerk
Prairie Ronde Township
8140 West W. Avenue
P.O. Box 794
Schoolcraft, MI 49087-0794
(269) 679-5666