

**Birch Run Township Planning Commission Special Meeting
June 29, 2021 at 7:00 p.m.
11935 Silver Creek Dr, Birch Run, Michigan 48415**

Minutes

The special meeting was called to order by Chairman CJ Norris at 7:00 p.m. with the Pledge of Allegiance to the Flag of the United States of America.

Members Present:

CJ Norris, Chair; Riley Kiessling, Vice Chair; Mike Marr, Secretary; Keith Jewel, Members; Corey Trinklein, Recording Secretary

Members Absent:

Motion by Marr, seconded by Kiessling to excuse Fred Sheridan, Helen Morse & Ed Munson.

PASSED: Motion carried by unanimous voice vote

Others Present:

Doug Piggott, Planner for Rowe Professional Services & Adam Flory, Township Attorney. Seven people were in attendance at this meeting.

Approval of Meeting Minutes June 21, 2021 Regular Planning Commission Meeting Minutes:

Motion by Marr, seconded by Jewell to approve the June 21, 2021 Regular Planning Commission Meeting Minutes as presented.

PASSED: Motion carried by unanimous voice vote

Agenda Revision:

Motion by Marr, seconded by Kiessling to add the site plan review for Great Lakes Credit Union to New Business on the agenda.

Ayes: Norris, Kiessling, Marr, Jewell

Nays: None

PASSED: Motion carried by unanimous roll call vote

Motion by Marr, seconded by Kiessling to add the public hearing for Great Lakes Credit Union to New Business on the agenda.

Ayes: Kiessling, Jewell, Norris, Marr

Nays: None

PASSED: Motion carried by unanimous roll call vote

Public Hearing for Site Plan Approval for Great Lakes Credit Union at 12126 Dixie Hwy:

1. Public Hearing opened at 7:05 p.m.
2. Staff Comments: ROWE Professional Services Company provided their review of the proposed site plan for the Great Lakes Credit Union. (Attachment A)
3. Applicant Presentation: Representatives of the Great Lakes Credit Union along with D & M Site, Inc. presented their site plan for the new credit union building.
4. Public Comment: None
5. Public Hearing closed at 8:10 pm
6. Planning Commission Discussion and Recommendation

Motion by Jewell, seconded by Marr to discuss a waiver of current tree requirements.

Ayes: Kiessling, Norris, Jewell, Marr

Nays: None

PASSED: Motion carried by unanimous roll call vote

Motion by Jewell, seconded by Marr to eliminate the three trees along the east side of the property, on the Dixie Hwy. road right-of-way; and modify the number of trees along the south side of the property from eight to four, evenly spaced between Dixie Hwy. and Tiffany Blvd. driveway.

Ayes: Norris, Jewell, Marr, Kiessling

Nays: None

PASSED: Motion carried by unanimous roll call vote

Motion by Marr, seconded by Kiessling to approve the site plan as amended to either relocate the parking outside of the front yard setback or get a variance; modify the drawing to verify that the minimum height of the deciduous trees is twelve (12) feet; that the proposed drainage is consistent with the authorized jurisdictions approval; that the site plan be modified to include a list of all local, county, state and federal permits required and provide those permits; that a note be included on the site plan verifying review and approval from the fire department; and it be verified that the proposed sign is outside the clear vision triangle. A special use permit must also be obtained for the use of the drive through. If the conditions listed are not satisfied, the site plan approval will be revoked.

Ayes: Norris, Jewell, Marr, Kiessling

Nays: None

PASSED: Motion carried by unanimous roll call vote

Old Business:

1. Master Plan Review: Doug Piggott provided a Pre-Public Hearing Draft of the Master Plan for review for the next meeting.

2. Review of proposed ordinance regulation Wedding Barns: No action was taken at this time

3. Review Article 5, Revocation of Special Land Use Approval language: No action was taken at this time

4. Marijuana discussion: Adam Flory, Township Attorney provided information regarding Recreational, Medical & Caretaker marijuana. No action was taken at this time, the Planning Commission will wait for direction from the Township Board.

Open Discussion for Issues not on the Agenda:

Public comments/correspondence received: No public comments.

Planning Commission Members: Mike Marr asked about the status of the Capital Improvement Plan quote and if the Township Board is still going to authorize this project.

Members in the audience: No comments were provided.

Reports:

Township Board Representative (Fred Sheridan): Was not in attendance to provide a report.

Zoning Board of Appeals (ZBA) Rep. (Mike Marr): No comments at this time.

New Business:

1. Setting Public Hearing Dates: No public hearings were set at this time.

2. VRBO (Vacation Rentals by Owner): No action was taken at this time.

Other:

None

Announcements:

Township Board Meeting – 2nd Tuesday of each month

Planning Commission Meeting – Quarterly (Next meeting July 12, 2021 & September 20, 2021)

ZBA – Semi Annual - 3rd Tuesday of April and October

DDA – Meetings are held as needed (Next meeting September 8, 2021)

(All meetings are held in the Governmental Center unless noted)

Adjournment:

Motion by Marr, seconded by Jewell to adjourn at 9:04 p.m.

Motion carried by unanimous voice vote

Minutes respectfully submitted by:

Recording Secretary Corey Trinklein

Mike Marr

Planning Commission Secretary

SIGN IN SHEET

PLANNING COMMISSION MEETING

June 29, 2021

1. GREG LAUTZENHEIMER
2. Justin Ebel
3. Scott Rausch
4. John D. Morey DfM Site INC.
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____
16. _____
17. _____
18. _____
19. _____



Attachment A

ROWE PROFESSIONAL SERVICES COMPANY

Large Firm Resources. Personal Attention. sm

June 22, 2021

Mike Setzer
Birch Run Township
8425 Main Street
PO Box 152
Birch Run, MI 48415

RE: Great Lakes Credit Union

Dear Mr. Setzer:

As requested, ROWE Professional Services Company has conducted a review of the proposed site plan. The proposed site plan is located at 12126 Dixie Highway and is zoned C-1. The proposed development is a credit union with a drive-thru facility. Financial institutions are permitted by right in C-1, but drive-thru facilities require Special Land Use (SLU) approval. The applicant is requesting site plan approval only at this time and will submit a request for SLU approval shortly. The site plan review was prepared by D&M Site Inc. and is dated June 15, 2021.

Planning Review

Informational Requirements

The site plan is generally complete but is missing a few elements required under Section 4.04.D.1 of the zoning ordinance. Some may not be applicable. The zoning ordinance does not specifically grant the planning commission the authority to waive inapplicable requirements, but it may not be reasonable to require information that is not applicable to ordinance requirements. Attached is a Site Plan Review Information Checklist noting all the missing information. Below we have noted the missing information we believe is necessary to verify compliance with the ordinance. We have noted the missing information using the numbering system in Section 4.04.D.1 to identify the requirement.

- g. Proposed location of free standing and wall signs, and dimensions and construction details of such signs. **A sign is shown on the landscape plan but no detail such as height or size is provided.**
- h. A landscaping plan indicating the locations of plant materials to be preserved and locations of proposed planting and screening, fencing, and lighting in compliance with the requirements of Article 17, Landscaping and Screening. Also, proposed locations of common open spaces, if applicable. **Lighting details are not provided.**
- l, k and l. These provisions require final construction drawings of infrastructure. **We generally recommend that these final plans be a condition of site plan approval in case any infrastructure details are required to be changed during the site plan review process.**

- p. A vicinity sketch showing the location of the site in relation to the surrounding street system, extending a minimum one (1) mile from the site, and the identification of surrounding land uses within three hundred (300) feet in every direction of the proposed use including land uses on the opposite side of any roads. **It does appear that there is a vicinity map provided but it does not show the residential uses across Dixie Highway.**

Zoning Compliance

We reviewed the drawing for zoning compliance with the concept plan approved by the township as well as other zoning ordinance requirements. The following issues or questions related to compliance with ordinance requirements were identified. Comments made are noted in **bold**.

Table 9.14 Site Development Requirements – **The minimum lot size in the C-1 district is 1.5 acres which, based on the definition of lot area, does not include the portion of the lot in rights-of-way. The legal description lists the lot area as 1.19 acres and appears to include the portion of the lot in the right-of-way.**

Sec. 16.03 Site Development Requirements for Off-Street Parking – **The parking area is located within the required front yard setback, and might be within the 20-foot setback required on the side lot line per Section 16.03.E.1. Drainage needs to be verified to address Section 16.03.D and lighting details are required to comply with Section 16.03.F.**

Sec. 16.05 Loading and Unloading Space Requirements – **The proposed loading / unloading space may cause traffic flow problems, but it is not clear that a space is necessary.**

Sec. 17.04 Buffer Areas – **Verify that deciduous trees will be a minimum of 12 feet in height at planting per Section 17.04.A.**

Sec. 17.05 Parking Lot Landscaping and Screening – **This section would require buffering of residences across Dixie Highway and the highway itself, with a berm, fence, wall and/or vegetative screen, although this requirement may be waived or modified by the planning commission.**

Sec. 18.02 Natural Resources – **The site plan does not include the required list of local, county, state, and federal regulations applicable to this development.**

Sec. 18.04 Lighting – **Lighting information not provided.**

Sec. 19.01 Lots To Have Access – **The site should be reviewed by the fire department to ensure it provides convenient access for fire protection and other emergency vehicles.**

Sec. 19.04 Clear Vision Zone – **What appears to be a proposed sign on the landscape plan may be within the 50-foot clear vision zone of the intersection of Dixie Highway and Tiffany Boulevard.**

ROWE's review is for compliance with the zoning ordinance requirements for the township's use in determination of whether to approve the proposed site plan. The developer and designer shall be responsible for the accuracy and validity of the information presented on the plans. Regulatory and other governmental agencies with jurisdiction may have additional comments or requirements.

The developer and designer remain responsible for the design, construction, and any resulting impacts of the project.

Mr. Mike Setzer

June 22, 2021

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Please feel free to contact our office at (810) 869-5110 if you have any questions concerning this review.

Sincerely,

ROWE Professional Services Company

A handwritten signature in black ink that reads "Doug Piggott" with a stylized flourish at the end.

Doug Piggott, AICP
Senior Planner

Attachments: Zoning Ordinance Compliance Checklist
Site Plan Informational Checklist
Site Plan Standards for Approval Checklist

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BIRCH RUN TOWNSHIP ZONING ORDINANCE COMPLIANCE CHECKLIST	
PROJECT NAME: GREAT LAKES CREDIT UNION	SITE PLAN DATE: JUNE 15, 2021

Proposed Use	Office establishments which perform services on the premises including but not limited to; financial institutions ; insurance offices; real estate offices; artist offices and galleries; professional offices for accountants, doctors, lawyers, engineers, and architects; and similar office uses.			
Zoning District: C-1	Permitted Principal Land Use	X*	Special Land Use	

*Drive through financial institutions require Special Land Use approval. This preliminary approval is given for the site excluding the operation of the drive-thru.

DISTRICT DIMENSIONAL REQUIREMENTS		
	Required	Proposed
Minimum Lot Area	1.50 ac	1.19 ac.
Minimum Lot Width and Frontage	200'	200'
Maximum Height in Feet	40'	15'
Minimum Floor Area Per Dwelling	N/A	N/A
Maximum Lot Coverage	50%	3.2
Minimum Front Yard Setback	40'	106.9'
Minimum Side Yard Setback	40'	63'
Minimum Side Yard Setback	10'	?
Minimum Rear Yard Setback	20'	?

*Lots that gain access off Dixie Highway

ZONING ORDINANCE COMPLIANCE CHECKLIST				
PROJECT NAME: GREAT LAKES CREDIT UNION		SITE PLAN DATE: JUNE 15, 2021		
Requirement	Complies	Does Not Comply	N/A	Comment
Sec. 13.02. Nonconforming Lots – In a district that allows single family dwellings a single family dwelling and customary accessory buildings may be erected on any single lot of record even if it is nonconforming provided it meets the yard dimensions, setbacks and other requirements.			X	
Sec. 13.03 Nonconforming Uses – Does a nonconforming use comply with the requirements of this section?			X	
Sec. 13.04 Nonconforming Structure – Does a nonconforming structure comply with the requirements of this section?			X	

DEVELOPMENT STANDARDS CHECKLIST				
Requirement	Complies	Does Not Comply	N/A	Comment
Article 14 Standards and Regulations for Specific Land Uses			X	

PARKING REQUIREMENTS				
Requirement	Complies	Does Not Comply	N/A	Comment
Sec. 16.02 Off Street Parking General Requirements – Does the proposed site plan comply with the requirements for C. Use of off-street parking areas E. Location of joint use of parking areas F. Vehicles waiting to park/exit H. Barrier free parking spaces	X			
Sec. 16.03 Site Development Requirements for Off-Street Parking – Does a nonconforming use comply with the requirements for A. Marking and Designation B. Driveways C. Surface D. Drainage E. Location/Setback F. Lighting G. Parking Spaces and Maneuvering Lanes H. Service Drives and Connections to Adjacent Parking Areas J. Landscaping and Screening		X		<ul style="list-style-type: none"> • Drainage needs to be verified • Parking within front setback, need verification of setback from north property line • Lighting needs to be verified
Sec. 16.05 Loading and Unloading Space Requirements – Does a nonconforming use comply with the requirements for C. Access D. Screening E. Location	?			Unclear if a loading / unloading space is required. Proposed location appears to impact traffic flow

PARKING COMPLIANCE CHECKLIST		
Use	Parking Space Requirement (per Sec. 16.04)	Parking Spaces Provided
Financial Institutions	9	20
	Loading Space Requirement (per Sec. 16.05 B)	Loading Spaces Provided
Institutional, Commercial, and Industrial Uses	Up to 1 space	1

ZONING ORDINANCE COMPLIANCE CHECKLIST				
PROJECT NAME: GREAT LAKES CREDIT UNION			SITE PLAN DATE: JUNE 15, 2021	
Requirement	Complies	Does Not Comply	N/A	Comment
Sec. 17.03. Landscape Plan Required – Does the landscape plan meet the requirements of this section?	X			
Sec. 17.04 Buffer Areas – Do required buffer areas meet the requirements of this section?	?			Verify minimum 12' height of deciduous trees
Sec. 17.05 Parking Lot Landscaping and Screening – Do proposed parking lots meet the requirements of this section?	?			Screening of parking lot from public roadway – May be waived per 17.09
Sec. 17.06 Minimum Standards of Landscape Elements– Does proposed landscaping meet the requirements of this section?	X			

ZONING ORDINANCE COMPLIANCE CHECKLIST

PROJECT NAME: GREAT LAKES CREDIT UNION

SITE PLAN DATE: JUNE 15, 2021

Requirement	Complies	Does Not Comply	N/A	Comment
Sec. 17.08 Fencing and Walls Construction– Do proposed fences and wall meet the requirements of this section?			X	
Sec. 18.02 Natural Resources – Does a nonconforming use comply with the requirements for A. Compliance with Local, County, State, and Federal Regulations B. Discharges C. Sensitive Lands D. Clearing, Grading, and Drainage	?			Requires list of applicable local, county, state, and federal regulations
Sec. 18.03 Potable Water and Sewage Disposal – Are all building provided with a potable water supply and waste water disposal system that ensures a safe and effective means of collection, treatment, and disposal of generated wastes?	X			Connection to water and sewer
Sec. 18.04 Lighting – Does proposed lighting meet the requirements of this section?	?			Lighting information not provided
Sec. 18.05 Vibration – Is there a characteristic of the proposed use that would indicate that the use may violate the requirements of this section?			X	
Sec. 18.06 Glare and Heat – Is there a characteristic of the proposed use that would indicate that the use may violate the requirements of this section?			X	
Sec. 19.02 Lots To Have Access – Do parcels created have frontage on a public road, or private road constructed and approved according to this Ordinance, and take their access from such frontage so as to provide safe, convenient access for fire protection, other emergency vehicles, and any required off-street parking?	?			Should be reviewed by fire department
Sec. 19.03 Driveways – Do proposed driveway comply with the requirements of this section?	X			
Sec. 19.04 Clear Vision Zone – Do all intersection of roads or intersections of roads and driveways comply with the requirements of this section?		?		What appears to be a proposed sign on the landscape plan may be within the 50' clear vision zone of the intersection of Dixie Hwy and Tiffany Blvd
Sec. 19.05 Private Roads – Do any proposed private roads comply with the requirements of this section?			X	
Sec. 19.06 Shared Driveways – Do any proposed shared driveways comply with the requirements of this section?			X	
Sec. 20.04 Permitted Yard Encroachments for Principal Buildings – Do any proposed yard encroachments qualify for exceptions under the provisions of this section?			X	
Sec. 20.07 One Single-Family Dwelling to a Lot – Are proposed residential lots in compliance with this requirement?			X	
Sec. 20.09 Exception to Frontage Requirements – Do any proposed frontage exceptions qualify under the provisions of this section?			X	

ZONING ORDINANCE COMPLIANCE CHECKLIST**PROJECT NAME: GREAT LAKES CREDIT UNION****SITE PLAN DATE: JUNE 15, 2021**

Requirement	Complies	Does Not Comply	N/A	Comment
Sec. 20.10 Height Requirement Exceptions – Do any proposed height exceptions qualify under the provisions of this section?			X	
Sec. 20.12 Fences for Residences – Do any proposed condominiums comply with the requirements of this section?			X	
Sec. 20.14 Condominium Subdivisions – Do proposed condominiums comply with the requirements of this section?			X	
Sec. 20.16 Outdoor Storage – Does proposed outdoor storage comply with the requirements of this section?			X	
Sec. 20.20 Accessory Uses, Buildings, and Structures – Do any proposed accessory uses, buildings or structures comply with the requirements of this section?			X	
Sec. 20.21 Removal of Soil and Gravel – Does any proposed removal of soil, sand, gravel, or minerals for use elsewhere on the parcel or a different parcel, not otherwise associated with the erection of a structure comply with the requirements of this section?			X	
Sec. 20.22 Off-Premises Advertising Signs / Billboards – Do any proposed off-premises advertising signs comply with the requirements of this?			X	
Sec. 20.23 Display of Sexually Oriented Material – Does any operation that involves the display of sexually oriented material comply with the requirements of this?			X	

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**BIRCH RUN TOWNSHIP
SITE PLAN REVIEW CHECKLIST**

PROJECT: Great Lakes Credit Union

SITE PLAN DATE: JUNE 15, 2021

Site Plan Informational Requirements Section 4.04.D.1	Provided	Not Provided	Note
a. Name, address and telephone number of the applicant (and owner if different) and project designer		X	No information on the owner (assume it is Great Lakes Credit Union)
b. A survey showing property dimensions and legal description, including angles, lot area and dimensions, and an arrow pointing north.	X		Sheet C2.0
c. Existing natural features such as woodlands, streams, flood plains, county drains, lakes or ponds, and topography (at two-foot intervals on-site and within one hundred fifty (150) feet of the site)	X		Sheet C2.0
d. Existing public right-of-way, private easements of record, and deed restrictions, and existing improvements on the site including but not limited to roads, driveways, structures, and buildings.	X		Sheets C2.0 and C3.0 et. al.
e. Project description, including the location, dimensions, and height of existing and proposed structures to be erected, altered, or moved on the property; the total number of dwelling units and offices; the square feet associated with each building and use including total and usable floor area; carports and garages; configuration of proposed roads, parking areas, and lots; employees by shift; amount of recreational and open space and the type of recreation facilities to be provided, and related information as pertinent or otherwise required by this Ordinance.	X		Sheet C1.0
f. Proposed location and dimensions of accessory structures, including trash receptacles.	X		Sheet C2.0
g. Proposed location of free standing and wall signs, and dimensions and construction details of such signs.		X	Signage information missing
h. A landscaping plan indicating the locations of plant materials to be preserved and locations of proposed planting and screening, fencing, and lighting in compliance with the requirements of Article 17, Landscaping and Screening. Also, proposed locations of common open spaces, if applicable.			Sheet C7.0 No lighting details

**BIRCH RUN TOWNSHIP
SITE PLAN REVIEW CHECKLIST**

PROJECT: Great Lakes Credit Union

SITE PLAN DATE: JUNE 15, 2021

Site Plan Informational Requirements Section 4.04.D.1	Provided	Not Provided	Note
i. Final construction plans that ensure proper construction of roads and alleys including plan/profiles, cross-sections, acceleration, deceleration or right turn lanes, driveways, parking spaces, sidewalks, with indication of direction of travel, and the inside radii of all curves including driveway curb returns. The width of streets, driveways and sidewalks, the total number of parking spaces, and dimensions of a typical individual parking space and associated aisles shall be identified. Proposed traffic control measures (including signs) and proposed street or road names shall also be indicated.	X		Sheets C3.0 and C8.0
j. Final construction plans that ensure proper construction of facilities designed to manage storm water including location of any retention and/or detention areas and points of discharge for all drains, and engineering specifications including dimensions and elevations of all pipes and drains. The point of discharge for all drains and pipes shall be specified on the site plan.		X	Preliminary information provided on Sheets C4.0, C5.0, and C8.0; detailed plans can be a condition of approval
k. Final construction plans that ensure proper construction of facilities designed to provide, collect, store, dispose of, and/or transport potable water, waste water and sewage, including but not necessarily limited to the locations, specifications and elevations of pipes, drains, sumps, holding tanks, and easements that exist or are proposed to be established for installation, repair and maintenance of such utilities.		X	Preliminary information provided on Sheets C4.0 and C8.0; detailed plans can be a condition of approval
l. Final construction plans that ensure proper location of other utilities not otherwise addressed in (j) and (k) above, and any easements that exist or are proposed to be established for installation, repair and maintenance of utilities.		X	Connections to gas, electric, and phone not shown
m. Location and specifications for any existing or proposed above or below ground storage facilities for any chemicals, salts, flammable materials, or hazardous materials as well as any containment structures or clear zones required by government authorities.		N/A	Not applicable
n. A statement from the applicant identifying all federal, state, county, and local permits required, if any.		X	Not provided
o. Elevation drawings of all buildings and structures	X		Sheets A2.0 and A2.1

<p align="center">BIRCH RUN TOWNSHIP SITE PLAN REVIEW CHECKLIST</p>			
<p>PROJECT: Great Lakes Credit Union</p>		<p>SITE PLAN DATE: JUNE 15, 2021</p>	
<p>Site Plan Informational Requirements Section 4.04.D.1</p>	<p>Provided</p>	<p>Not Provided</p>	<p>Note</p>
<p>p. A vicinity sketch showing the location of the site in relation to the surrounding street system, extending a minimum one (1) mile from the site, and the identification of surrounding land uses within three hundred (300) feet in every direction of the proposed use including land uses on the opposite side of any roads.</p>		<p>X</p>	<p>Sheets C1.0 and C3.0 meets all requirements except for existing land uses across Dixie Highway</p>
<p>q. Such other information as may be necessary to enable the Planning Commission to determine whether the proposed site plan will conform to the provisions of this Ordinance.</p>	<p>?</p>		<p>Other information may be requested by the Planning Commission</p>

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<p align="center">Birch Run Township Site Plan Standards for Approval of Site Plan (Sec. 4.05) PROJECT NAME: GREAT LAKES CREDIT UNION SITE PLAN DATE: JUNE 15, 2021</p>				
STANDARDS		Does Site Meet Requirements?		
		Yes	No	N/A
1. Applicable provisions of: a. Article 14, Standards and Regulations for Specific Land Uses b. Article 16, Off-Street Parking and Loading c. Article 17, Landscaping and Screening d. Article 18, Environmental Protection e. Article 19, Access Provisions f. f. Article 20, General Provisions				
COMMENTS/FINDINGS OF FACT:				
Applicants Comments:	Zoning Administrators Comments: <i>Complies with most provisions except:</i> <ul style="list-style-type: none"> • <i>Parking lot setback.</i> • <i>Parking and lighting compliance needs to be verified.</i> • <i>Determination on requirement for loading, unloading space needs to be made.</i> • <i>Height of landscaping trees need to be verified.</i> • <i>Decision on waiving parking lot screening needs to be made.</i> • <i>Fire access should be reviewed.</i> • <i>Location of sign in relation to clear vision triangle needs to be clarified.</i> 	Planning Commission Comments:		
2. All elements of the Plan shall be harmoniously and efficiently organized in relation to topography, the size and type of lot, the character of adjoining property and the type and size of buildings. The site shall be so developed as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this Ordinance.				
COMMENTS/FINDINGS OF FACT:				
Applicants Comments:	Zoning Administrators Comments: <i>Development will be accessed by previously approved street.</i>	Planning Commission Comments:		

<p align="center">Birch Run Township Site Plan Standards for Approval of Site Plan (Sec. 4.05) PROJECT NAME: GREAT LAKES CREDIT UNION SITE PLAN DATE: JUNE 15, 2021</p>					
STANDARDS			Does Site Meet Requirements?		
			Yes	No	N/A
3. The landscape shall be preserved in its natural state, insofar as practical, by minimizing tree, other vegetative material, and soil removal, and by topographic modifications which are in keeping with the general appearance of adjacent and surrounding uses and development.					
COMMENTS/FINDINGS OF FACT:					
Applicants Comments:	Zoning Administrators Comments: <i>Minimal impact on the landscape proposed.</i>	Planning Commission Comments:			
4. The removal of storm waters shall not increase off-site sedimentation or otherwise adversely affect neighboring properties due to flooding.					
COMMENTS/FINDINGS OF FACT:					
Applicants Comments:	Zoning Administrators Comments: <i>Stormwater discharge is proposed to go to existing retention pond. Need discharge calculations.</i>	Planning Commission Comments:			
5. All buildings or groups of buildings shall be so arranged as to permit emergency access by some practical means to all sides.					
COMMENTS/FINDINGS OF FACT:					
Applicants Comments:	Zoning Administrators Comments: <i>Requires review by fire department.</i>	Planning Commission Comments:			
6. There shall be provided a pedestrian circulation system which is insulated as completely as reasonably possible from the vehicular circulation system.					
COMMENTS/FINDINGS OF FACT:					
Applicants Comments:	Zoning Administrators Comments: <i>Internal sidewalks provided. No external sidewalk connections.</i>	Planning Commission Comments:			

<p align="center">Birch Run Township Site Plan Standards for Approval of Site Plan (Sec. 4.05) PROJECT NAME: GREAT LAKES CREDIT UNION SITE PLAN DATE: JUNE 15, 2021</p>					
STANDARDS			Does Site Meet Requirements?		
			Yes	No	N/A
7. The arrangement of public or common ways for vehicular and pedestrian circulation shall ensure the public health, safety and welfare including coordination with the pattern of existing or planned streets and pedestrian or bicycle pathways in the area, compatibility with adjacent land uses, and design capacities. Roads and drives which are part of an existing or planned road pattern which serve adjacent development shall be of a width appropriate to the traffic volume they will carry.					
COMMENTS/FINDINGS OF FACT:					
Applicants Comments:	Zoning Administrators Comments: <i>Development will be accessed by previously approved street.</i>	Planning Commission Comments:			
8. All parking areas shall be so designed to facilitate efficient and safe vehicular and pedestrian circulation, minimize congestion at access and egress points to intersecting roads, including the use of service drives as appropriate, and minimize the negative impacts of such parking areas.					
COMMENTS/FINDINGS OF FACT:					
Applicants Comments:	Zoning Administrators Comments: <i>Concern over conflicting traffic between parking and drive-thru facilities.</i>	Planning Commission Comments:			
9. Development shall not include unnecessary curb cuts and shall use shared drives and/or service drives unless precluded by substantial practical difficulties.					
COMMENTS/FINDINGS OF FACT:					
Applicants Comments:	Zoning Administrators Comments: <i>One driveway off existing interior street.</i>	Planning Commission Comments:			
10. The site plan shall provide for the appropriate location of all necessary and proposed utilities. Locational requirements shall include underground facilities to the greatest extent feasible.					
COMMENTS/FINDINGS OF FACT:					
Applicants Comments:	Zoning Administrators Comments: <i>Municipal water and sewer.</i>	Planning Commission Comments:			

<p align="center">Birch Run Township Site Plan Standards for Approval of Site Plan (Sec. 4.05) PROJECT NAME: GREAT LAKES CREDIT UNION SITE PLAN DATE: JUNE 15, 2021</p>					
STANDARDS			Does Site Meet Requirements?		
			Yes	No	N/A
11. Site plans shall conform to all applicable requirements of state and federal statutes.					
COMMENTS/FINDINGS OF FACT:					
Applicants Comments:	Zoning Administrators Comments: <i>Requires verification of</i> <ul style="list-style-type: none"> • <i>Road Commission - driveway permit.</i> • <i>Drain Commissioner - SESC permit and stormwater discharge.</i> 	Planning Commission Comments:			
12. The applicant shall demonstrate that reasonable precautions will be made to prevent hazardous materials from entering the environment including: <ul style="list-style-type: none"> a. General purpose floor drains shall only be allowed if they are approved by the responsible agency for connection to a public sewer system, an on-site closed holding tank (not a septic system), or regulated through a State of Michigan ground water discharge permit. b. State and federal agency requirements for storage, spill prevention, record keeping, emergency response, transport and disposal of hazardous substances shall be met. No discharges to ground water, including direct and indirect discharges, shall be allowed without required permits and approvals. 					
COMMENTS/FINDINGS OF FACT:					
Applicants Comments:	Zoning Administrators Comments: <i>Use would not be expected to store or generate hazardous material.</i>	Planning Commission Comments:			

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