



CITY MANAGER
Elaine Leven
CITY CLERK
Cynthia Greenia

City of Fraser

CENTENNIAL COMMUNITY

MAYOR
Michael Lesich
MAYOR PRO-TEM
Dana Sutherland
COUNCIL
Amy Baranski
Patrick O'Dell
Kenny Perry
Patrice Schornak
Sherry Stein

**Fraser Planning Commission Agenda
City Council Chambers
33000 Garfield, Fraser, MI 48026
Wednesday, April 3, 2024 @ 7:00 p.m.**

- 1. Call Meeting to Order / Pledge of Allegiance**
- 2. Roll Call**
- 3. Approval of Agenda – April 3, 2024**
- 4. Chairperson's Opening Remarks**
- 5. Approval of Minutes – March 6, 2024**
- 6. New Business**
 - a. Public Hearings – None
 - b. Site Plans
 - i. SP 24-01 – 34400 Utica Road, Foundation Solutions 360 Site Plan Review
- 7. Unfinished Business**
 - a. Sign Ordinance Discussion
- 8. Public Communication on Non-Agenda Items**
- 9. Monthly Report – March 2024**
- 10. Zoning Board of Appeals Member Liaison Report**
- 11. Commissioners' Comments and Items of Interest/Concern**
- 12. Adjournment.**

Posted: March 27, 2024



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**CITY OF FRASER
PLANNING COMMISSION MEETING
WEDNESDAY, March 6, 2024 @ 7:00 P.M.
33000 GARFIELD, FRASER, MI 48026**

A regular meeting of the City of Fraser Planning Commission was held Wednesday, March 6, 2024 at 7:00 p.m. in City Council Chambers, 33000 Garfield, Fraser, MI 48026.

1. CALL TO ORDER

Chair Czarnecki called the meeting to order at 7:00 p.m.

Chair Czarnecki led the Pledge of Allegiance.

2. ROLL CALL

Present: Czarnecki, Farina, Keil, Warunek

Absent: Barr, Meyer

Others: City Planner Sayre, City Attorney Alyssa Ericson

Motion Warunek supported by Farina to excuse Commissioners Barr and Meyer from the Planning Commission meeting

AYES: Czarnecki, Farina, Keil, Warunek

NAYS: None

Motion Carried

3. APPROVAL OF AGENDA MARCH 6, 2024 PLANNING COMMISSION

Motion Keil supported by Warunek to approve the agenda as presented.

AYES: Czarnecki, Farina, Keil, Warunek

NAYS: None

Motion Carried

4. CHAIRPERSON'S OPENING REMARKS

Chair Czarnecki read her opening remarks into the record.

5. APPROVAL OF MINUTES – FEBRUARY 7, 2024

**CITY OF FRASER PLANNING COMMISSION MEETING
WEDNESDAY, FEBRUARY 7, 2024 @ 7:00 P.M.**

Motion by Farina supported by Keil to approve the minutes of the February 7, 2024 meeting minutes of the City of Fraser Planning Commission with corrections from Chair Czarnecki Pg 1. Item 2. City Attorney present at the February 7, 2024 Planning Commission meeting corrected from Hayley Tomich to Alyssa Ericson. Pg 2. Item 7. Remove reference to a motion in relation to the sign ordinance, as no motion was made. Pg. 2. Item 7., Correction to the spelling of "Paul Cilluffo". Pg. 3. Item 9. Correction to the spelling of "Paul Cilluffo". Pg. 3. Item 11. Correction to the spelling of "St. Malachy Church".

AYES: Czarnecki, Farina, Keil, Warunek

NAYS: None

Motion Carried

6. NEW BUSINESS

a. Interview of Planning Commission Candidate Trevor Tuller

Candidate for the Fraser Planning Commission Trevor Tuller introduced himself, his residency and history in Fraser, and his qualifications.

Chair Czarnecki asked Mr. Tuller the interview questions for the Planning Commission vacancy including his residency and the location of his business, his voter registration status, and his desire and objectives to work on the Planning Commission, his awareness of current vacancies on the Zoning Board of Appeals, the roles and responsibilities of the Planning Commission, experience reading blueprints, attendance at previous meetings, and familiarity with the City's Planning documents. Mr. Tuller responded to all questions.

Commissioner Farina asked about Mr. Tuller's qualifications to serve on the Planning Commission. Mr. Tuller responded to this question.

Commissioner Warunek asked about Mr. Tuller's willingness to complete training relating to Planning Commissions. Mr. Tuller responded that that he would be willing.

Commissioner Farina asked about how Mr. Tuller envisioned his business five or ten years down the line and if he has a business plan. Mr. Tuller responded that he has a business plan that he would like for the business to become his main occupation.

Chair Czarnecki asked about Mr. Tuller's interest in working on the Zoning Board of Appeals. Mr. Tuller responded that he would prefer to work on the Planning Commission.

Motion by Warunek supported by Keil to recommend to City Council the appointment of Mr. Trevor Tuller to the Planning Commission for a term ending December 31, 2026.

AYES: Czarnecki, Farina, Keil, Warunek

**CITY OF FRASER PLANNING COMMISSION MEETING
WEDNESDAY, FEBRUARY 7, 2024 @ 7:00 P.M.**

NAYS: None

Motion Carried

b. Public Hearing – Special Land Use 24-01 Fraser Hockeyland, Inc. and Fraser Hockeyland Property, LLC on behalf of Big Boy / 34400/34500 Utica Road

Attorney Randy Hermez for Big Boy Hockeyland arena confirmed that they were willing to move forward with the discussion despite the Planning Commission having a quorum of four members.

Commissioner Farina asked how many members of the quorum needed to approve the special land use request. City Attorney Ericson stated that it needed to be a majority of the members present.

Planner Lauren Sayre presented the review on the special land use request to modified the conditions of the original special land use approval to utilize a drive thru. Planner Sayre outlined the changes to the conditions of the special land use approval. City Attorney Ericson noted the special land use conditions that had been added since 2021. Planner Sayne outlined the review standards of the project. Planner Sayre noted public comment about a nearby fast food restaurant being developed and traffic concerns. Planner Sayre recommended approval for the special land use approval.

Commissioner Farina asked the City Attorney to clarify the number of members that needed to be present for a special land use approval. City Attorney Ericson stated that a use variance needed five members, but for this approval only a majority of those present needed to approve.

Chair Czarnecki asked about how shared parking would exist if the shared parking agreement expires. City Attorney Erichson clarified that the shared parking agreement exists in perpetuity. Chair Czarnecki asked the applicant about the availability of bike racks. Mr. Jim Bulter of PEA Group, representing the applicant, said that a bike rack is reflected in the site plan.

Commissioner Farina asked about pedestrian safety concerns and if that applicant plans to put any signage to slow down traffic. Mr. Hermez said they would check to see if there was existing signage directing speeds and traffic, but would be willing to add signage if there is not any existing signage.

Chair Czarnecki opened the public hearing at 7:44 PM.

Steven Kustra, General Council for Motor City Rockers Hockey Team which is a tenant of Fraser Hockeyland, had concerns removing conditions for the drive thru would increase parking and congestion issues that are not being addressed.

Karla Haglund of Live Life Credit Union which shares a fence with Fraser Hockeyland noted that they receive overflow parking from their events and that the credit union's property has been damaged by cars trying to bypass traffic.

**CITY OF FRASER PLANNING COMMISSION MEETING
WEDNESDAY, FEBRUARY 7, 2024 @ 7:00 P.M.**

William Transit stated that the business is needed for the City of Fraser and a drive thru should not hold up the project.

Commissioner Farina asked if the City is not being notified of extreme events. Mr. Kustra answered that there is no coordination or notification to the City of games with an attendance greater than 1,500.

Commissioner Keil asked if the Police Department is supposed to take care of parking and safety at extreme events. Mr. Hermez said that the Police Department is paid to monitor extreme events and that there is written notice provided to the City. Planner Sayre noted that code enforcement would respond if extreme events were occurring without notification.

Commissioner Farina asked if the City Manager has to issue another temporary certificate of occupancy needs to be issued if the special land use is approved this evening. City Attorney Ericson said that this does not need to occur.

Public hearing closed at 7:51 PM.

Motion by Warunek supported by Keil to approve SLU 24-01 conditioned on the five additional conditions, removal of one condition, and modification of two conditions outlined in the Planner's report.

AYES: Czarnecki, Farina, Keil, Warunek

NAYS: None

Motion Carried

7. UNFINISHED BUSINESS

a. Sign Ordinance Discussion

Planner Lauren Sayre presented the sign ordinance changes and updates from the February Planning Commission meeting. The sign ordinance discussion schedule was outlined for the upcoming months.

Previous discussion on Nonconformity and Modification, Real Estate Development signage sections, and Residential Subdivision Identification signs was mentioned. Planner Sayre stated she followed up with the Building Department manager about previous questions regarding enforcement and concerns with feather signage.

Discussion was had on concerns with enforcement and code enforcement staffing and how these concerns should be addressed in the sign ordinance.

Planner Sayre outlined the draft section on Temporary Signs. Commissioner Warunek asked about timeframe for having real estate signs outside of single family homes and if they can stay up as long as the home is for sale without a permit, and if real estate signs should be explicitly outlined in the temporary sign section. Planner Sayre said that this could be specified. City Attorney

**CITY OF FRASER PLANNING COMMISSION MEETING
WEDNESDAY, FEBRUARY 7, 2024 @ 7:00 P.M.**

Ericson said that real estate signs could potentially be defined in the definitions section. Commissioners expressed wanting to know about registration fees for temporary signs that do not have to have a permit. Planner Sayre stated that information on what peer communities are doing could be brought to the next meeting.

Commissioner Farina asked what the Administrative Review Board was. Planner Sayre said that the Administrative Review Board could be defined as the Building Manager, a Building Official, and the City Planner.

Discussion was had on what a cold air balloon consisted of and if regulating these could affect residential areas being able to put up inflatable holiday displays. Planner Sayre said she would follow up on these questions.

Chair Czarnecki opened the floor for any comments. There were no further comments.

8. PUBLIC COMMUNICATIONS ON NON-AGENDA ITEMS

Chair Czarnecki opened the floor for any comments. There were no further comments.

9. MONTHLY REPORT FEBRUARY 2024

Planner Lauren Sayre corrected the written extension date for the Hockeyland Project from March 16th to March 18th.

Planner Sayre said that the Sheetz project will return to the agenda in May. City Attorney Ericson said that the applicant has been in communication with her office to draft the conditional rezoning agreement. Chair Czarnecki asked if any revisions could be made during the City Council meeting. City Attorney Ericson said that she had not been a part of these meetings but could get more information from someone in her office.

City Attorney Ericson had commentary on previous meetings' discussion on the Planning Commission and public hearings for City Council.

10. ZONING BOARD OF APPEALS MEMBER LIAISON REPORT

Commissioner Farina reviewed that at the Zoning Board of Appeals meeting in January was cancelled and will be meeting on March 7, 2024.

Chair Czarnecki opened the floor for any comments. There were no further comments.

11. COMMISSIONERS' COMMENTS AND ITEMS OF INTEREST/CONCERN

**CITY OF FRASER PLANNING COMMISSION MEETING
WEDNESDAY, FEBRUARY 7, 2024 @ 7:00 P.M.**

Commissioner Farina made a comment regarding the popularity of St. Malachy Fish Fry on Fridays between 4pm and 6:30pm.

Chair Czarnecki reminded the commissioners that Monday March 11th is when the joint training will be held with the Zoning Board of Appeals and asked Planner Sayre and City Attorney Ericson who would be chairing this meeting. City Attorney Ericson said that herself and Planner Sayre would be running the meeting and would check with City staff to see if it could be recorded.

12. ADJOURNMENT

Motion by Warunek supported by Farina to adjourn the meeting at 9:20 p.m.

AYES: Czarnecki, Farina, Keil, Warunek

NAYS: None

Motion Carried

Respectfully Submitted:

Cindi Greenia, Clerk
City of Fraser

Site Plan Review Summary

SP 24-01

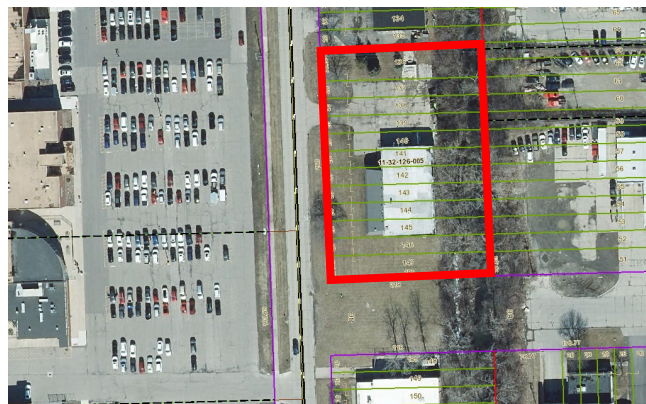


Site plan Revision Dated 3/11/2024
City of Fraser, Michigan

SITE ADDRESS / LOCATION 34400 Klein Road - 03-11-32-126-005	APPROVING BODY Planning Commission	PUBLIC HEARING DATE n/a
STAFF REPORT CONTACT INFORMATION Building Clerk – Kayshe Johnson– (586) 293-3100 ext. 154 Planning Consultant – Lauren Sayre, AICP – (586) 293-3100 ext. 153	APPLICANT / PROPERTY OWNER Joseph Marth, Property Owner	

BRIEF SUMMARY OF REQUEST:

The applicant submitted and received approval for a similar site plan in 2022. However, the site plan conditions were never met, permits were never pulled, and the site plan has expired. The revised plans the applicant submitted propose to construct an additional driveway of approximately 20 feet in width off Klein Road, as well as an additional paved asphalt area located on the south side of the building. The proposed area of new paved concrete equates to approximately 4,700 square feet. The revised site plans also address previous landscaping concerns and enclosure details.



	SITE ZONING + LAND USE	SURROUNDING ZONING + LAND USE	SITE IMPROVEMENTS	SIZE OF SITE + FRONTAGE
EXISTING SITE INFORMATION:	IR – Industrial Restricted	Fraser High School (West), Other Properties zoned Industrial (North, South, East)	New parking /driveway and dumpster enclosure	Total site area = 1.1 acres Approximately 265 ft. frontage on Klein Road

Compatibility with Zoning Ordinance

The IR industrial restricted district is established so as to primarily accommodate wholesale activities, warehouses and industrial operations whose external, physical effects are restricted to the lot or parcel and in no manner affect in a detrimental way any of the surrounding lots or parcels. The IR district is so structured as to permit, along with specified uses, the manufacturing, compounding, processing, packaging, assembly and/or treatment of finished or semi-finished products from previously prepared material. Contractors offices with garages for maintenance and storage of equipment are permitted by right in the IR district. Storage of loose minerals, including soil, stone, sand, gravel, coal, cinders and similar materials is prohibited in IR.

Compatibility with Master Plan

The Master Plan designates the Future Land Use of this area and the surrounding parcels for continued Industrial use. The use is generally compatible with the Master Plan.

PLANNER RECOMMENDATION

- ☐ APPROVE
- ☒ APPROVE WITH CONDITIONS
- ☐ REVISE AND RESUBMIT
- ☐ DENY

ATTACHMENTS

- ☒ SUBMITTED PLANS
- ☒ APPLICATION
- ☐ PUBLIC HEARING NOTICE
- ☐ PROOF OF OWNERSHIP
- ☐ PUBLIC COMMENTS
- ☒ AGENCY COMMENTS
- ☒ REVIEW AGAINST ZONING STANDARDS
- ☐ MISC.

1. IR, Industrial Restricted District (Section 32-143)

a. Project Overview

The applicant is proposing to construct an additional driveway of approximately 25 feet in width off Klein Road, as well as an additional paved concrete area located on the south side of the building (circled in red in the image to the right). The proposed area of new paved concrete equates to approximately 4,700 square feet.

Section 32-103 notes that a site plan shall be submitted for review and approval by the Planning Commission whenever there is a proposed “*construction, use, or establishment of a parking or storage area.*” Further, section 32-50 indicates that “*nonresidential driveways, entrances and exits shall be subject to approval by the applicable agency and by the planning commission after considering the effects on surrounding property, pedestrian and vehicular traffic and the movement of emergency vehicles.*”

Applicant had a similar plan approved in 2022. Since the applicant had not followed through with obtaining permits, the site plan approval has expired. The applicant also wishes to amend a previously approved condition for the outdoor gravel approval from the Zoning Board of Appeals that required a shared parking agreement with the adjacent property owner.



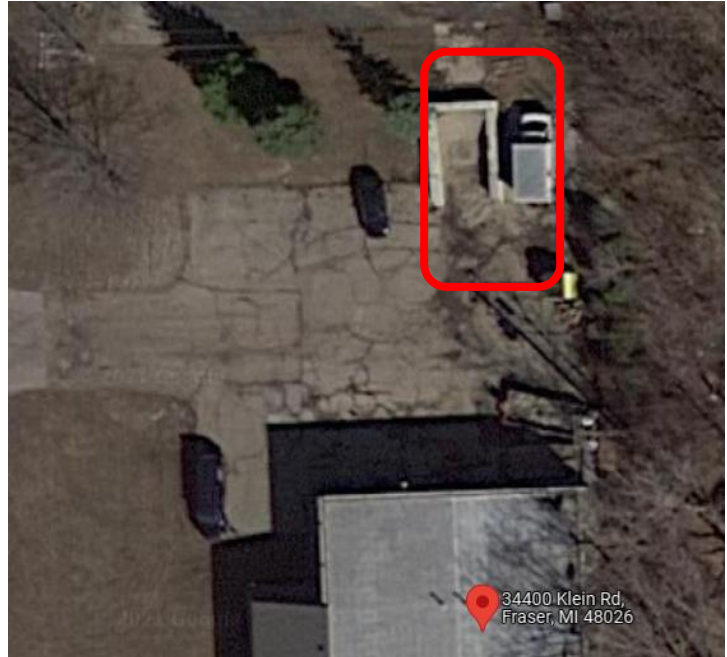
b. Zoning and Land Use (Section 32-143 (1))

The site, located at 34400 Klein Road, just north of Malyn Boulevard, is zoned IR (Industrial Restricted). Current site improvements include an existing warehouse of approximately 6,120 square feet in size as well as an attached office space of approximately 1,500 square feet in size. The site also includes a paved area on the north side of the existing warehouse/office building intended for parking and a new proposed dumpster enclosure.

The intent of the IR District is to: “...*primarily accommodate wholesale activities, warehouses and industrial operations whose external, physical effects are restricted to the lot or parcel and in no manner affect in a detrimental way any of the surrounding lots or parcels. The IR district is so structured as to permit, along with specified uses, the manufacturing, compounding, processing, packaging, assembly and/or treatment of finished or semi-finished products from previously prepared material.*”

Contractors’ offices with garages for maintenance and storage of equipment are permitted by right in the IR district.

We note that there is an area to the north of the existing parking lot that is proposed to be used for the storage of gravel. Outdoor storage is a permitted accessory use in IR, however it is limited to currently licensed and operable cars, trucks, and recreation vehicles, finished and semi-finished manufactured materials produced on the premises and equipment necessary as an accessory to the principal use, subject to certain conditions. **The outdoor storage of “loose minerals, including soil, stone, sand, gravel, coal, cinders and similar materials” is specifically prohibited.** ([Section 32-142 \(1\)\(m\)](#)).



The applicant received a variance from the Zoning Board of Appeals meeting on October 6, 2022 to allow outdoor storage of gravel. This approval was conditioned on several revisions to the site plan, including that the applicant will provide the size of the enclosure size and fencing or gate material must be added to the enclosure for safety.

The revised site plan includes details of the enclosure including canopy and steel gate renderings.

2. Off-Street Parking and Loading Requirements (Article VI Section 32-91 through 32-95 and 32-97)

a. Parking

Ordinance requirements note the following parking spaces for the current building:

- Business Offices: 1 space per every 150 square feet (10 spaces required)
- Warehouse enclosure: 1 space per every 1,500 square feet (4 spaces required)

TOTAL REQUIRED SPACES: 14

The site currently indicates 10 parking stalls, including 1 ADA accessible stall to the north and 4 additional parking spaces to the south of the site.

At the 2022 ZBA meeting, the applicant indicated that his actual parking demand is 21 spaces, but parking is available in the adjacent property. The ZBA required that a shared parking agreement be reached with the owner of the adjacent property. The applicant is now currently seeking to eliminate the shared parking agreement and bring the site to compliance with the 14 required spaces.

The applicant is seeking a parking setback variance from the Zoning Board of Appeals of 12 feet, to allow front yard parking setback to be 51 feet instead of the required 63 feet. This will include the restoration of the landscaping to the north of the building.

b. Ingress / Egress

As previously noted, the existing point of ingress/egress on the site is located on the north side of the building. The entrance is approximately 40 feet in width and the driveway is approximately 25 feet in width. This satisfies Ordinance requirements.

The proposed entrance/exit on the south side of the building is planned to be approximately 65 feet in length and the driveway approximately 25 feet in width.

Section 32-94-15 notes that the number of driveways permitted for each site shall be determined by the Planning Commission as part of site plan review, considering the location of the driveways on adjacent sites and across the street, turning movements, and traffic volumes. It is not anticipated that the additional driveway will conflict with adjacent properties to the north or south. Given the subject site's location across the street from Fraser High School, it should be considered that Fraser High School experiences high volumes of traffic at specific times during the school year, such as start and dismissal times, games, events/conferences, and other similar occasions.

We do not anticipate that the use of this driveway would cause a significant conflict with traffic from Fraser High school, but the Planning Commission may ask the applicant for more information regarding the increase in traffic volume that would result from this proposed project.

c. Circulation On- and Off-Site

The new proposed driveway is not likely to cause adverse effects to the subject site, or adjacent sites.

d. Loading/Unloading

Site plans depict two existing bay doors on the building, one located on the north side and the other on the south side. Section 32-97 of the City Zoning Ordinance requires 1 loading/unloading space per every 1,401-20,000 square feet of gross floor area. Further, each loading/unloading space shall be at least 10 feet by 50 feet in size.

The proposed plan indicates a loading space to the south of the building, at the rear of the site. **The size of the loading space is not indicated on the plan.**

3. Landscaping (Section 32-84)

Section 32-84.a of the City's Zoning Ordinance notes that the sites in the IR Districts are not required to include a landscaping plan. However, Section 32-141c states that "*portions of the site not used for parking, driveways and buildings shall be provided with landscaping and lawn (see section 5.03 [section 32-84]), approved by the planning commission, and so maintained in an attractive condition.*"

The proposed plan depicts additional trees to be planted in the front yard including 3 deciduous trees and 2 evergreen trees. One existing deciduous tree on site will be removed for the addition of the new driveway. As part of the 2022 site plan approval, it was indicated that the area at the ingress/egress where gravel was used for parking must be restored to grass, as it existed previously, to the edge of the existing pavement. The revised site plan indicates restoration of the lawn and tree planting.

4. Screening (32-82)

The zoning ordinance requires that screening be required "between any use district that abuts any other use district". The site is bordered to the north and south by parcels zoned IR, but the parcel located to the east is zoned IC, Industrial Controlled. Given the number of mature trees located in the rear (or east) portion of the site, it is likely that adequate screening is provided. Further, the City encourages the preservation of existing mature trees.

5. Signs (Section 32-85)

A signage plan has not been received. Any new signage will require a permit.

6. Lighting (Section 32-86)

No modifications to existing lighting are proposed as part of this plan.

7. Reviewing Entities

The site plan is subject to review by all of the applicable departments and jurisdictions deemed necessary to ensure the health, safety, and welfare of the community.

RECOMMENDATION

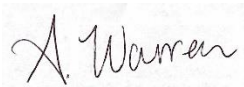
The proposed plans for the modification of the site at 34400 Klein Road are generally in compliance with Ordinance requirements, and a variance is received from the Zoning Board of Appeals for the front parking setback and removal of condition 4, requirement of a shared parking agreement, of the previously approved variance request. We recommend that, if the Planning Commission is inclined to approve the proposal, approval be conditioned on the following:

1. *The applicant must provide loading space sizing on the site.*

Please feel free to contact us with any questions at (586) 593-3100 x 153 or zoning@micityoffraser.com.

Respectfully,

McKENNA



Alicia Warren
Assistant Planner



Lauren Sayre, AICP
Associate Planner

Cc: City of Fraser Development Review Team:
Mark Ragsdale, DPW Superintendent
Lt. David Bisby, Public Safety
Sgt. Jason Poole, Fire Marshall
Clark Andrews, O'Reilly Rancilio, Attorney
Building Official
Mike Vigneron, AEW, Engineer

Joseph Marth, Applicant, Foundation Solutions 360

_____ Building Department _____ Fire Marshal _____ City Council/Econ. Dev. Coord.	Application No. _____ Date Received _____ Review Fee \$ _____
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CITY OF FRASER

APPLICATION FOR SITE PLAN REVIEW/SPECIAL LAND USE APPROVAL

☒ Site Plan
 ☐ Special Land Use

Name of Project: <u>34400 Klein Road</u>			
Address of Project: <u>34400 Klein Road</u>			
Proposed Use: <u>Parking Lot Improvements</u>			
Applicant's Name: <u>Joseph Marth</u>			
Address: <u>34400 Klein Road</u>			
City: <u>Fraser</u>	Zip: <u>48026</u>	Phone: <u>(586) 552-3119</u>	
Parcel Identification: <u>11-32-126-005</u>			
Complete Legal Description: (use opposite side or attach separately)			
Zoning: <u>IR</u>	Size in acres: <u>1.13</u>	Parcel Width: <u>265.97'</u>	Parcel Length: <u>185.00'</u>
Legal Owner: Name: <u>Joseph Marth</u> Phone #: <u>(586) 552-3119</u>			
Address: <u>34400 Klein Road, Fraser, MI 48026</u>			
Site Plan Preparer's Name: <u>Project Control Engineering, Inc.</u>			
Phone: <u>(810) 794-1931</u>		Fax: <u>(810) 794-3331</u>	
If the Petitioner is not the owner, state basis for representative (ie, attorney, representative, option-to-buy, etc.): _____			

Planning Commission meeting (second Wednesday of the month at 8:00pm.) The site plan shall include all information required by the City of Fraser Zoning Ordinance. All plans must be folded when submitted. The applicant or representative must be present at the Planning Commission meeting. The site plan shall satisfy the requirements of the Zoning Ordinance for issuance of a building permit, but shall not exempt the applicant from compliance with all other City ordinances or requirements.

The undersigned deposes that foregoing statements and answers and accompanied information are true and correct.

Signature of Applicant

Signature of Legal Property Owner

Please print/type name below signature

Please print/type name below signature

CITY OF FRASER



Memorandum

TO: Fraser Planning Commission
FROM: Lauren Sayre, AICP, City Planner
Don DeNault, City Attorney
SUBJECT: December Sign Ordinance Discussion
DATE: March 19, 2024

Below is a review of the schedule:

~~October 4~~ — Discussion of general regulations, signs allowed in all zoning Districts and signs that are always prohibited in all zoning districts (pages 2-11 of the chart)

~~November 1~~ — Discussion of sign illumination, lights on or around signage, and electronic message boards (pages 11-15 of the chart)

~~December 6~~ — Discussion of enforcement and discussion of standards for permanent freestanding signs and wall signage (pages 15 to 19, of the chart and pages 22 to 23, and 28 to 29)

~~January 3, 2024~~ — Discussion of nonconforming signage (pages 19 to 20 of the chart)

~~February 7, 2024~~ — Discussion of billboards, real estate development signage, and residential subdivision identification signs (pages 21 and 24 to 25)

~~March 6, 2024~~ — Discussion of temporary signs (pages 25 to 28)

April 3, 2024 – Discussion of Purpose, Intent, Definitions, and Miscellaneous items (page 1 of the chart)

May/June – Full draft ready for consideration by the Commission

June/July – Consideration by Commission of any revisions/additions to the full draft

July/August – Potential City Council Adoption

DRAFT ORDINANCE LANGUAGE FROM MARCH 6, 2023 MEETING

Please review the following ordinance language from last month's discussion and prepare any questions or comments ahead of April's Meeting.

Temporary Signage

1. Shall be maintained free of rust, corrosion, peeling, breakage, graffiti, obfuscation, and all other damage or defacement.
2. All temporary signs shall be aesthetically pleasing and designed and constructed of durable materials installed in conformance with the current provisions of the Michigan Building Code, as amended, and maintained in accordance with the provisions of the International Property Maintenance Code, with local amendments, as adopted by the city.



3. Shall not be installed in such a manner that it interferes with, or might reasonably be expected to interfere with, vehicular or pedestrian traffic.
4. Shall not be installed within any dedicated right-of-way.
5. Shall only be located on property with the approval of the person or entity with authority to approve it.
6. Must be placed a minimum of five feet from any side property line.
7. All temporary signs shall be removed within seven days after they are no longer necessary for, or capable of, fulfilling their intended purpose.
8. For long-term temporary signs, all ground-mounted support posts shall be constructed of four-inch by four inch pressure-treated posts with decorative post caps. All support posts and decorative post caps, and other supporting framework, shall be painted a uniform color.
9. A temporary sign that is not permanently affixed to the ground or to a permanent structure, or a sign that is mobile and can be moved to another location, shall be stabilized so as not to pose a danger to public safety. Prior to the sign being installed, the Building Department shall approve the method of stabilization.
10. Real estate signs (defined in Sec. XX) are considered temporary signs.
11. On properties utilized as single-family residential:
 - a. Short-term temporary signs shall not exceed three square feet.
 - b. Long-term temporary signs shall not exceed six square feet.
 - c. Total square footage for all temporary signage shall not exceed nine square feet.
 - d. The length shall not exceed the width of the sign by more than a three-to-one ratio.
 - e. The height shall not exceed five feet from top to ground.
12. On properties that are not utilized as single-family residential:
 - b. For all temporary signage not relating to the commercial use of the property:
 - (1) Short-term temporary signs shall not exceed 12 square feet.
 - (2) Long-term temporary signs shall not exceed 16 square feet.
 - (3) Total square footage for all temporary signage shall not exceed 40 square feet.
 - (4) The length shall not exceed the width of the sign by more than a six-to-one ratio.
 - (5) The height shall not exceed five feet from top to ground.
 - (6) No temporary signs are permitted until unused space on any building or monument sign is filled, unless an administrative modification is granted by the Administrative Review Board, or a variance is approved by the Zoning Board of Appeals. If a temporary sign is placed and thereafter 16 or more square feet of unused space on the existing monument sign becomes available, the temporary sign shall be removed within 60 days.



“The Administrative Review Board” is aboard comprised of the City Planner, Building Official, and Building Manager to hear Requests for administrative modification or administrative appeals permitted by this section.

(7) Standards for an administrative modification from the Administrative Review Board: (a) The property owner has less than 16 square feet of unused space on the existing monument sign available; or (b) The property owner has less than 16 square feet of usable contiguous space on the existing monument sign available, even if there is more than 16 square feet of unused space on the existing monument sign.

(8) Standards for a variance requested from the Zoning Board of Appeals:

- (a) The property owner demonstrates an unfair or undue hardship or practical difficulty in complying with one or more of the provisions of this subsection relating to temporary signs.
- (b) The Zoning Board of Appeals may consider the additional factors set forth elsewhere in the zoning ordinance for granting a variance, but may relax or waive those considerations due to the temporary nature of the variance, which shall expire as prescribed by the Zoning Board of Appeals.
- (c) The Zoning Board of Appeals may impose conditions deemed reasonable under the circumstances underlying the variance request in order to protect the character of the surrounding area, honor the spirit and intent of the zoning ordinance and the regulations governing signage, and do substantial justice to the applicant and nearby property owners.

(9) A property owner aggrieved by a decision of the Administrative Review Board may appeal that decision to the Zoning Board of Appeals, which shall determine whether there is competent, substantial, and material evidence to support the decision of the Administrative Review Board. The Zoning Board of Appeals may affirm, modify, or reverse the decision of the Administrative Review Board. The Zoning Board of Appeals may impose new conditions if it modifies the decision of the Administrative Review Board or grants approval of the property owner's request for relief.

12. Registration requirements. Every temporary sign in a non-residential zoning district or installed on any vacant parcel within the city shall be registered prior to installation. A permit is not required.

- a. Any sign still installed after the expiration of its registration shall be subject to removal by the city.
- b. Registration may be submitted through an online portal on the city's website or by using a form provided by the Building Department Clerk.
- c. The registration shall include the following information in order for the registration to be deemed effective:
 - (1) The address of the location for the temporary sign.
 - (2) A description of the sign (or image) with the sign's dimensions;
 - (3) The first and last name of the registrant;
 - (4) Whether the sign is a short-term or long-term temporary sign;



- (5) If the registrant is not the owner or a person with authority over the use of the location, the name, telephone number or e-mail address for the individual who provided permission for installation of the sign;
- (6) A mailing address, telephone number, and e-mail address for the registrant to which the City Clerk will provide confirmation of the registration or any deficiencies in the registration information; and
- 7) A certification that the registrant has permission or authority from the property owner or person with authority over the property for installation of the sign.
 - a) If the registrant does not specify a start date for the sign to be displayed, registration of the sign shall be effective upon written confirmation by the city that all information required by this subsection has been accurately provided.
 - b) No fee shall be charged for registering any temporary signs.
 - c) Registration of a short-term temporary sign is valid for 90 days. Registration of any long-term temporary sign is valid for one year. One renewal for an additional 90 days for short-term temporary signs and for an additional one year for long-term temporary signs shall be granted administratively upon written request so long as the sign remains in compliance with all other requirements of this section. No additional registrations for the same location shall be accepted by the city during any 12-month period, and if the sign pertains to an event, occurrence, or activity, no registration shall be accepted by the city more than 90 calendar days prior to said event, occurrence, or activity.
 - d) When such signs exceed the quantity or size limitations on any parcel, those with a registration that became effective first in time shall have priority to remain in place.
 - e) A property owner may revoke, in writing, any sign registration for the owner's property at any time. Revocation shall be effective immediately upon verification by the city of the veracity of the written revocation. The city may immediately remove any signs for which revocation of a registration has become effective under this subsection.
 - f) These registration requirements do not apply to temporary signs authorized by the city in conjunction with a temporary use permit.
 - g) Registration of a temporary sign that is not otherwise permitted does not validate the installation of the sign and will not be deemed a defense to any removal or enforcement by the city.
- 13. Temporary signage not exceeding 100 square feet to be used in conjunction with a municipality-sponsored event shall not require review, registration, or permit.
- 14. All temporary signs shall be subject to removal by the city if the signs are placed within any right-of-way or have become dilapidated, damaged, dangerous, faded, or an attractive nuisance.
- 15. Signs removed by the city shall be held for ten days before disposal, and may be retrieved during that time by the owner or individual responsible for the sign upon payment of any administrative processing fee established by the city's annual appropriations ordinance.



a. Alternatively, the owner or individual responsible for the sign may appeal the city's determination regarding the improper condition of the sign to the Administrative Review Board. In such instance, the city shall retain the sign until the appeal is concluded, but need not retain the sign for any future appeal efforts if the appeal is denied by the Administrative Review Board. If the Administrative Review Board grants the appeal and deems the sign to be satisfactory, the administrative processing fee shall be waived and the sign shall be returned to the applicant within one business day, and may not be removed by the city again for a minimum of 14 days or for such other period of time deemed appropriate by the Administrative Review Board. Regarding temporary sign fees, below shows the following fees and permits associated from peer communities.

Community	Permit	Fee
City of Warren	Permit Required	\$95
City of Sterling Heights	Registrations required for vacant and commercial properties, not residential	-
Clinton Township	Permit Required	\$50 per week /max. 2 wks per yr. (\$100), \$200 bond
City of Roseville	Building Director can approve	-
City of St. Clair Shores	Permit	\$50, bond \$50
City of Centerline	Permit	\$25

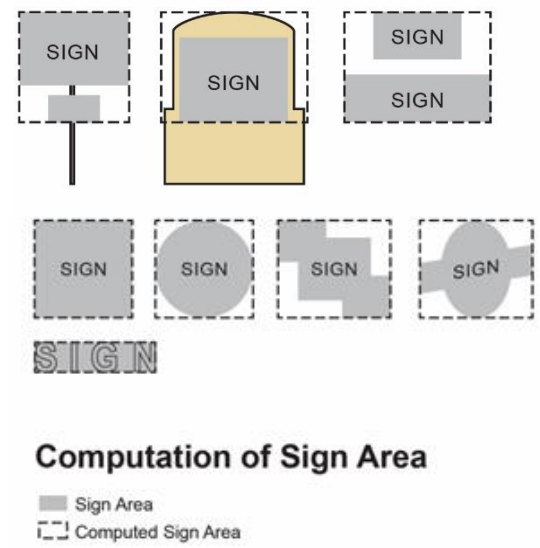
MARCH 6, 2024 DISCUSSION OUTLINE

1. Questions of draft text from 04/03/23 PC discussion.
2. Purpose, Intent, Definitions, and Miscellaneous items.

DEFINITIONS

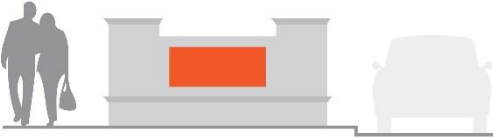
The definitions relating to signs are currently found in Sec. 32-3. The table below shows the existing definitions, as well as proposed edits and graphic additions. These will be discussed further at the April 3, 2024 meeting.

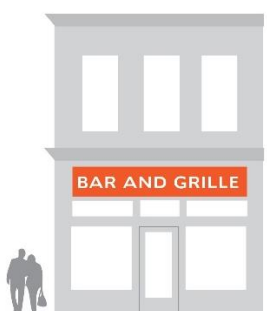
Term	Existing Definition	Proposed Definition	Graphic
Sign	The use of any word, numeral, figure, object, device, letter, symbol, insignia, illustration, design, trademark, or combination of these, by which anything is made known to the general public, or which is commonly understood to be used to attract the attention of the general public, irrespective of whether it is visible from off the site or lot. Customary displays of merchandise or objects and material, without lettering, placed behind a store window are not signs or parts of signs, nor shall the customary, non-communicative architecture of buildings be considered as a sign or part of a sign.	Any display or object which is primarily used to identify or display information or direct or attract attention by any means which is visible from any street, sidewalk, alley, park, or public property and is otherwise located or set upon or in a building, structure or piece of land. The definition does not include goods displayed in a window.	
Accessory Signs	A sign which is customarily incidental and subordinate to the principal use of the premises.	Delete- Updated Ordinance does not differentiate accessory vs. non-accessory signs.	
Advertising Sign	Shall be known as a non-accessory sign and shall relate to a business, use or service not carried on the premises upon which the sign is placed.	Delete- Updated Ordinance does not include provisions for advertising signs/differentiate advertising signs	

Term	Existing Definition	Proposed Definition	Graphic
Sign Area	The area within a continuous perimeter enclosing or making up a sign, together with any frame or other material or color forming an integral part of the display or used to differentiate such sign from the background against which it is placed; excluding the necessary supports or uprights on which such sign is placed; provided, however, any open space contained within the outer limits of the display face of a sign, or between any component, panel, strip or figure of any kind composing the display face shall be included in the computation of the area of the sign, whether such open space be enclosed or not by a frame or border. Where a sign consists solely of lettering or other sign elements mounted on a wall of a building without any distinguishing border, panel or background, only the area of a tightly drawn imaginary rectangle enclosing each such letter or other sign elements shall be treated as a single sign for the purposes of area computation. For double-face signs, only one (1) display face shall be measured or counted in computing sign area or items of information where the sign faces are parallel or where the interior angle formed by the faces is sixty (60) degrees or less. If the two (2) faces of a double-faced sign are of unequal area, the area of the signs shall be taken as the area of the larger face.	The entire area within a circle, triangle, rectangle, oval, or other geometric shape enclosing the extreme limits of writing, representation, emblem or any figure of similar character, together with any frame or other material or element forming an integral part of the display or used to differentiate the sign form the background against which it is placed, excluding the necessary supports or uprights on which such sign is placed.	 Computation of Sign Area ■ Sign Area □ Computed Sign Area
Sign Construction	Shall mean to build, construct, attach, hang, place, suspend, or affix, and shall also include the painting of wall signs.	No change	
Direction Sign	A sign directing vehicular or pedestrian traffic to service window, parking areas or loading areas.	A sign, the sole purpose of which is to facilitate the flow of traffic within a site.	

Term	Existing Definition	Proposed Definition	Graphic
Festoon Sign	A sign where incandescent light bulbs, banners or pennants, or other such features are hung or strung overhead and are not an integral physical part of the building or structure they are intended to serve.	No change	 A diagram showing a stylized tree silhouette with a string of orange triangular pennants hanging from its branches. Below the pennants, two small human figures are walking, providing a sense of scale.
Flashing, Animated or Moving Sign	A sign that intermittently reflects lights from either an artificial source or from the sun or signs which have movement of any illumination, such as intermittent, flashing, scintillating or varying intensity; or a sign that has any visible portions in motion, either constantly or at intervals, which motion may be caused either by artificial or natural sources.	Change Term to “Moving Sign” A sign that has any visible moving part either constantly or at intervals; flashing, scintillating, intermittent, or oscillating lights; visible mechanical movement of any description; or other apparent visible movement achieved by any means that move, change, flash, oscillate or visibly alters in appearance to depict action, create an image of a living creature or person, or create a special effect or scene. This definition does not include Changeable-Copy Signs and Electronic Message Center (EMC) Signs that comply with this Article	
Ground Sign	A freestanding sign supported by one or more upright braces of reasonable size necessary to support such sign, permanently mounted in or upon the ground or to something requiring location on the ground. A ground sign is any sign with less than ten (10) feet clearance between the bottom of the sign and the established grade.	A sign supported by structures or supports that are placed on, or anchored in, the ground; and that is independent and detached from any building or other structure.	 A diagram showing two human figures walking on a sidewalk next to a large, solid orange rectangular sign that sits directly on the ground.

Term	Existing Definition	Proposed Definition	Graphic
Identification and Nameplate Sign	A wall sign stating the name of a person, firm, or name or description of a certain permitted use.	A wall sign identifying the occupant, business name and/or address of a building or parcel of land.	
Mechanical Movement Sign	Refers to animation, revolution, movement up and down, or movement sideways.	Delete – Covered under “Moving Signs”	
Non-Accessory Sign	A sign which is not accessory to the principal use of the premises.	Delete- Updated Ordinance does not differentiate accessory vs. non-accessory signs.	
Outdoor Advertising Signs	Any card, cloth, paper, metal, painted glass, wood, plastic, stone or other object of any kind or character whatsoever, placed for non-accessory outdoor advertising purposes on the ground or on any tree, wall, bush, rock, post, fence, building, structure or thing whatsoever. The term "placed" as used in the definition of "outdoor advertising sign" and "outdoor advertising structure" shall include erecting, constructing, posting, painting, printing, tacking, mailing, gluing, sticking, carving or other fastening, affixing, or making visible in any manner whatsoever to the public.	Delete- Updated Ordinance does not include provisions for advertising signs/differentiate advertising signs	
Political Sign	A temporary sign, without permit required, relating to the election of a person to public office, or relating to a political party, or relating to a matter to be voted upon at an election called by a public body.	Delete- Encompassed under “Temporary Signs”	
Portable Sign	A freestanding sign not permanently anchored or secured to either a building or the ground, such as, but not limited to: trailers, "A" frame, "T" shaped, or inverted "T" shaped sign structures.	No change	

Term	Existing Definition	Proposed Definition	Graphic
Projecting Sign	A sign which is affixed to any building or part thereof, or structure which extends beyond the building wall, or parts thereof, or structure by more than twelve (12) inches. A projecting sign shall not include a ground sign as herein defined.	A building-mounted, double-sided sign with the two (2) faces generally perpendicular to the building wall, not to include signs located on a canopy, awning, or marquee.	 A graphic illustration showing a building with a red sign that projects from its side. The sign is rectangular and has the words "TOY STORE" written on it. A tree and a car are visible in the background, and two people are walking on the sidewalk in the foreground.
Pylon or Pole Sign	A type of sign located in the ground and with a clear space of not less than ten (10) feet between the bottom of the face of the sign and the established grade.	No Change	 A graphic illustration showing a red rectangular sign mounted on a tall, thin pole. Two people are walking on the sidewalk in the foreground.
Real Estate Sign	A business sign placed upon a property advertising that particular property for sale, or for rent, or for lease.	No Change	
Real Estate Development Sign	A temporary business sign placed on premises of a subdivision or other real estate development to indicate a proposed start or to inform relative to availability.	No Change	
Residential Entranceway Sign	Entrance way structures including, but not limited to, walls, columns, grates, lamps and poles, and any associated landscaping materials or improvements.	A sign located on a major thoroughfare and serving as the entrance marker to a residential development.	 A graphic illustration showing a red rectangular sign mounted on a low, wide structure that looks like a wall or a set of pillars. Two people are walking on the sidewalk in the foreground, and a car is visible on the street to the right.

Term	Existing Definition	Proposed Definition	Graphic
Roof Sign	A sign which is erected, constructed, or maintained upon the roof or parapet of a building but does not project above or beyond the roof or parapet. (A sign projecting beyond or above the roof or parapet shall be known as an "above-the-roof" sign.)	A sign that is erected, constructed, and maintained upon, against, or above the roof or parapet of a building or any portion thereof. A sign mounted upon a mansard fascia that does not project above the highest point of the roof or parapet is considered a Wall Sign.	 A stylized illustration of a building facade. A red rectangular sign with the words "FLOWER SHOP" in white capital letters is mounted on the roofline, above the entrance. Two small human figures are standing on the sidewalk in front of the building.
Signable Area	A continuous wall area on the front of the building which is free of windows and doors and major architectural design. So-called mansard roofs may be used for signable area, provided they are within twenty (20) degrees of a vertical plane and wall signs on them are vertical, unless individual letters are used to make up the wall sign.	No Change	
Vehicle Business	A vehicle sign when the vehicle upon which the sign is painted or attached is parked or placed upon the owner's premises primarily for advertising purposes. Currently licensed commercial vehicles in general daily off-site use are not included as part of this definition.	Change Term to "Vehicle Sign"	 A stylized illustration of a white commercial van parked on a sidewalk. The side of the van features a red sign that reads "PLUMBERS LTD" in white capital letters, with the phone number "917.555.1982" below it. Two small human figures are standing on the sidewalk next to the van.
Wall Sign	A sign attached to and placed flat against the exterior wall or surface of any building, no portion of which projects more than twelve (12) inches from the wall but which may or may not project above the roof or parapet.	No Change	 A stylized illustration of a building facade. A red rectangular sign with the words "BAR AND GRILLE" in white capital letters is mounted on the exterior wall above the entrance. Two small human figures are standing on the sidewalk in front of the building.

NEW TERMS

Term	Proposed Definition	Graphic
Window Sign	Any sign that is applied, painted, or affixed to a window, or placed inside a window, within three (3) feet of the glass, facing the outside of the building. Customary displays of merchandise or objects and material without lettering behind a store window are not considered signs.	 A stylized illustration of a two-story building facade. The ground floor has a central door with the number '123' above it. To the left of the door is a large window with a sign that says 'Salon' in a cursive font. Above the 'Salon' sign is a smaller sign that says 'OPEN'. To the right of the door is another window with a red square sign. Two silhouettes of people are walking on the sidewalk in front of the building.
Temporary Sign	A type of non-permanent, sign that is located on private property that can be displayed for a limited duration of time and is not intended to be a permanent display. Banners, feather signs, and yard signs are considered a form of temporary signage. Window signs, portable signs, real estate signs, real estate development signs, and yard signs may also be considered temporary signs if their use is non-permanent in nature.	
Banner Sign	A temporary sign on paper, cloth, fabric or other flexible or combustible material of any kind that is attached flat against a permanent sign face or strung between two poles or structures.	 A stylized illustration of a two-story building facade. A red banner with the words 'GRAND OPENING' in white capital letters is strung across the front of the building, just above the ground floor windows. The building has a central door and two large windows on the ground floor. Two silhouettes of people are walking on the sidewalk in front of the building.

Term	Proposed Definition	Graphic
Feather Sign	A form of temporary sign composed of durable lightweight fabric with a sturdy frame enclosing only a portion of the material's edge so that it can remain upright and still be flexible in the breeze, generally shaped to be tall and narrow when affixed into the ground or other bottom support, affixed to a pole which is located outdoors and contains language for advertisement, greeting or similar messaging purposes, which is activated by the wind and is used by businesses or organizations to promote events, products or services.	
Yard Sign	A small, temporary sign characterized by a wire frame, non-durable message surface such as cardboard or paper, and are often inserted into a lawn with wire posts. Although variations exist to the materials of the frame and message board, a consistent physical characteristic is its temporary and disposable nature.	
Air-Blown Sign	A balloon or other air-borne flotation device, ("wind dancers"), which is tethered to the ground or to a building or other structure.	
Billboard	A large sign erected, maintained, and used for the purpose of displaying messages that can be seen from a long distance or read from a vehicle traveling at high speeds. A Billboard Sign differs from a Freestanding Sign based on its size. A Billboard Sign is 200 square feet or greater in size.	
Off-Premises Sign	A sign that pertains to a business, person, organization, activity, event, place, service or product not principally located or primarily manufactured or sold on the premises on which the sign is located.	
Electronic Message Board Sign	An electrically activated changeable-copy sign whose variable message and/or graphic presentation capability can be electronically programmed. Electric Message Boards typically use light emitting diodes (LEDs) as lighting sources.	

Term	Proposed Definition	Graphic
Canopy Sign	A sign on a structure other than an awning made of fabric, metal, or other material that is either supported by columns or posts affixed to the ground and may also be connected to a building, or supported by and projecting from a building, and providing protection from the elements.	 The graphic illustrates two types of signs. The top part shows a two-story building with a grey awning over the entrance that has the word 'Cafe' in red script. To the left of the entrance, two silhouetted figures are walking. Below the building is a red T-shaped signpost. The horizontal top bar of the T is red with white diagonal stripes and contains the text 'GAS & GO' in white. Two cars are shown at the base of the T-shaped signpost.
Menu Boards	A sign providing items and prices associated with a drive-through window.	
Flag	Any sign printed or painted on cloth, plastic, canvas, or other like material with distinctive colors, patterns, or symbols attached to a pole or staff and anchored along only one edge or supported or anchored at only two (2) corners.	
Directory Sign	A ground or building sign that lists tenants or occupants of a building or project, with unit numbers, arrows or other directional information.	
Sign Face	The portion of the sign used for display of sign copy, including all background area, pictures, and any other advertising devices shown in or on the sign. Sign frame and supports are excluded from this definition	



Monthly Planning & Zoning Report

For March 2024

McKenna provides day-to-day assistance to the City, applicants, and the public regarding zoning, planning and economic development matters.

PLANNING, ZONING, DESIGN & ECONOMIC DEVELOPMENT ACTIVITY

As part of our services to the City, McKenna reviews Planning Commission applications and provides recommendations on long range planning, land use, zoning, and design. The following is a summary of active developments; **yellow highlighting indicates new updates for the month.**

PROJECT # / ADDRESS	SCOPE	STATUS / NEXT STEPS
<i>SP21-08</i> <i>34400 Utica</i> <i>Hockeyland Outlot</i> <i>SLU 24-01</i>	Site plan approval with conditions granted on August 4, 2021.	Site plan approval extended for 12 months, August 2, 2023, subject to site plan amendment approval. Approved to apply for foundation permits. Revised site plan approved at September PC meeting. CofO contingent on satisfaction of all PC conditions of approval. Lot split application approved in October 2022. Approved to move forward with the process without finalized parking agreement. Construction underway. Planning Commission conditionally approved the site plan with amendments to the conditions regarding off-site shared parking agreements. Temporary CofO granted until January 1, 2024. Extensions granted to January 17, 2024, February 16, 2024, and March 16, 2024. SLU modification approved at March 6, 2024 PC Meeting
<i>SP23-03 / ZBA23-04</i> <i>32660 Utica Road</i> <i>Strip Mall</i>	Site plan to convert a coin-operated car wash into a 3-unit commercial strip mall. Variance request to reduce the front setback from 70 ft to 35 ft.	Preliminary site plans reviewed. Applicant contacted for revised site plans. Variance request for front parking setback reduction granted for October 5, 2023 ZBA. Conditionally approved by Planning Commission on November 1, 2023.



PROJECT # / ADDRESS	SCOPE	STATUS / NEXT STEPS
		Final site plans approved by Planning and Zoning. Pending engineering and building review. Applicant applying for demolition permits.
RZ23-02 32981 & 32875 Utica Road Sheetz	Conditional rezoning from CBD to CG to operate a gas station and fast food restaurant.	Public hearing at the January 3, 2024 Planning Commission Meeting. Planning Commission recommended denial of conditional rezoning to City Council at January 3, 2024 Planning Commission Meeting. Sheetz to return after conditional rezoning agreement is drafted. City Council to grant approval or denial of conditional rezoning TBD. Tentatively April or May.
ZBA24-01 16659, Suite B, E. 14 Mile Road Schott's Market – Storage Building	Use variance to operate a light industrial use in the community business district (CBD).	Public Hearing at the March 7, 2024 ZBA Meeting. Postponed to April 4, 2024 Meeting due to lack of members necessary to approve a use variance.
SP 24-01 ZBA 24-03 34400 Klein Foundation Solutions 360	Site Plan amendment to remove ZBA condition. Variance amendment to remove shared parking requirement. Variance request to increase parking setback nonconformity.	The site plan will be reviewed at the April 3, 2023 PC meeting. The variance requests will be reviewed at the April 4, 2024 ZBA meeting.
ZBA 24-01 31253 Utica Road Sunbelt Rentals	Request for front parking setback, as well as front fence setback and front setback for a storage area.	The variance requests will be reviewed at the April 4, 2024 ZBA meeting.

LOOKING FORWARD

- Draft Sign Ordinance underway. Sign Ordinance will be an item on Planning Commission agendas to update sections at a time, starting in September 2023.

CONTACT US

Should you have any questions on the above projects or would like additional information, please contact your City of Fraser team at:

- Lauren Sayre (lsayre@mcka.com)
- Alicia Warren (awarren@mcka.com) – Out of Office until January