



CITY MANAGER
Elaine Leven
CITY CLERK
August Gitschlag

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, October 2, 2024 @ 7:00 p.m.**

- 1. Call Meeting to Order / Pledge of Allegiance**
- 2. Roll Call**
- 3. Approval of Agenda – October 2, 2024**
- 4. Chairperson's Opening Remarks**
- 5. Approval of Minutes – August 7, 2024**
- 6. New Business**
 - a. Public Hearings – Zoning Ordinance Text Amendments – Section 32 – 85 – Sign Regulations
 - b. Site Plans
 - i. SP 24-05 – 34835 Utica Road, Meijer Site Plan Amendment
- 7. Unfinished Business**
 - a. Zoning Ordinance Text Amendments – Section 32 – 85 – Sign Regulations
- 8. Public Communication on Non-Agenda Items**
- 9. Monthly Report – September 2024**
- 10. Zoning Board of Appeals Member Liaison Report**
- 11. Commissioners' Comments and Items of Interest/Concern**
- 12. Adjournment.**

Posted: September 25, 2024



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CITY OF FRASER PLANNING COMMISSION MEETING AUGUST 7, 2024 @ 7:00 P.M. 33000 GARFIELD, FRASER, MI 48026

A regular meeting of the City of Fraser Planning Commission was held Wednesday, August 7, 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: Barr, Czarnecki, Farina, Keil, Meyer, Tuller, Warunek

Absent: None

Others: City Planner Sayre, City Attorney Alyssa Ericson, City Clerk Gitschlag

3. APPROVAL OF AGENDA JULY 15, 2024 PLANNING COMMISSION

Motion by Farina supported by Kiel to approve the agenda as presented.

AYES: Barr, Czarnecki, Farina, Keil, Meyer, Tuller, Warunek

NAYS:

Motion Carried

Absent:

4. CHAIRPERSON'S OPENING REMARKS

Chair Czarnecki read her opening remarks into the record.

5. APPROVAL OF MINUTES – JUNE 5, 2024

Commissioner Czarnecki had minor corrections to the minutes. Updated copies were distributed.

Motion by Keil supported by Farina to approve the minutes of the June 5, 2024 meeting as amended.

AYES: Barr, Czarnecki, Farina, Keil, Meyer, Tuller, Warunek

NAYS:

Motion Carried

Absent:

6. NEW BUSINESS

a. Public Hearings

There were no public hearings on the agenda tonight.

b. Site Plans

Site Plan 24-03 – 16000 15 Mile Rd – Exterior Façade Review

Planner Sayre reviewed the application before the Planning Commission to improve the façade and recommended the approval of the building materials. Commission was joined by Maurice Charbonneau and Alyssa Orlando of JSN Architecture who explained the project and displayed the intended building materials. Their goal is to refresh the look of the shopping center while matching the aesthetic of the surrounding structures.

Questions about the signage were addressed. Petitioner and property manager Nail Zela joined to address Commissioner questions and show building material samples.

Commissioners asked about future plans for lighting and upgrades to signage.

Commissioner Meyer inquired about Building Permits and kickers, which Mr. Zela addressed.

Motion by Farina, supported by Tuller to approve the exterior facade upgrade materials and the roof mounted screening for Site Plan 24-03 16000 15 Mile Rd as submitted with the conditions that the signage will be within ordinance.

AYES: Barr, Czarnecki, Farina, Keil, Meyer, Tuller, Warunek

NAYS: None

Motion Carried

Absent:

7. UNFINISHED BUSINESS

a. Sign Ordinance Discussion

Planner Sayre thanks the Commission for their feedback and ideas for the updated sign ordinance. Commissioner Farina discussed window sign percentages of neighboring communities and the presence of string lights in store windows and how

can it be regulated, permitted and enforced. The Commission asked for a recommendation from administration on what a string lighting ordinance would look like as part of the sign ordinance.

Chair Czarnecki opened the floor for additional comments from those in the room, none was received.

Chair Czarnecki took an informal hand raise poll to move forward with a public hearing on the draft sign ordinance as is. The Commission requested one more draft including updates to string lighting and percentages on window signage in September, with Public Hearing in October.

8. PUBLIC COMMUNICATIONS ON NON-AGENDA ITEMS

Chair Czarnecki read into the record a letter from Clinton Twp regarding a public hearing on their proposed Master Plan.

9. MONTHLY REPORT JULY 2024

No changes for Hockeyland this month, still meeting their list of requirements.

32660 Utica has their building permits.

Sheetz will likely be before City Council in September.

Sunbelt Rentals will be seeking a variance for the greenbelt planning strip on the August ZBA agenda.

Meijer on Utica Rd will have a request for variance in parking on the August ZBA agenda.

Driveway expansion is a current topic of discussion with legal and planning, more will be brought to the September meeting.

10. ZONING BOARD OF APPEALS MEMBER LIAISON REPORT

July meeting was cancelled, August 15th meeting will have Meijer parking reduction for a Car Wash building, and the expected variance on the Sunbelt Rentals greenbelt reduction request. Meijer will not be considered for action, though the Public Hearing will remain.

11. COMMISSIONERS' COMMENTS AND ITEMS OF INTEREST/CONCERN

Commissioner Farina congratulated the Clerk on a successfully run election & promoted the St Malachy horse racing fundraiser.

Commissioner Warunek commented that it's proper that Planning Commissions get façade upgrade approvals from applicants, not just a building permit.

12. ADJOURNMENT

Motion by Keil supported by Meyer to adjourn the meeting at 8:09 p.m.

AYES: AYES: Barr, Czarnecki, Farina, Keil, Meyer, Tuller, Warunek

NAYS: None

Motion Carried

Absent:

Respectfully Submitted:

August Gitschlag, Clerk
City of Fraser



City of Fraser

Building & Code Enforcement Department

PUBLIC HEARING NOTICE - ZONING ORDINANCE TEXT AMENDMENTS

NOTICE IS HEREBY GIVEN that the City of Fraser Zoning Board of Appeals will meet on Wednesday, October 2, 2024, at 7:00 p.m. in the Fraser City Hall Council Chambers at 33000 Garfield Road, located at the southeast corner of Fourteen Mile and Garfield Roads, Fraser, Michigan for the purpose of conducting a Public Hearing and making a decision in regard to amending Chapter 32 of the City Code of Ordinances (Zoning) including Article V (Environmental Provisions) Section Sec. 32-85 – Sign Regulations.

The Planning Commission shall consider the above listed amendment to the City's Zoning Ordinance. These changes would replace the existing sign ordinance section of the ordinance with a new section, that updates the allowable signs, dimensional standards, and other sign-related regulations.

The proposed amendments may be viewed by emailing zoning@micityoffraser.com or at City Hall (33000 Garfield Road, Fraser, Michigan) during regular business hours (8:00 a.m. to 4:30 p.m., Monday through Friday).

NOTICE IS FURTHER GIVEN that any interested person may appear and comment upon the proposed ordinance amendments in person, or by agent or attorney during the public hearing to be held on the date and time of the meeting.

Questions regarding the proposed ordinance changes can be directed to the Planner at 586-293-3100. Written comments may be submitted to the Planner c/o Fraser Building Department at 33000 Garfield Road, Fraser, Michigan 48026, or by email to the Planner at zoning@micityoffraser.com up to 4:30 p.m. of the meeting date.

The City of Fraser will provide necessary, reasonable auxiliary aids and services to individuals with disabilities at the meeting upon four (4) days' notice to the Building Department at the phone number set forth above.



MCKENNA

Memorandum

TO: Fraser Planning Commission
FROM: Lauren Sayre, AICP
Don DeNault
SUBJECT: Fraser Sign Ordinance – Full Conceptual Draft
DATE: September 24, 2024

We appreciate the Planning Commission's hard work and patience throughout this ongoing rewrite project and are excited to present the final draft of the Sign Ordinance for their review and recommendation to City Council for Adoption. Please note that Planning Commission may recommend to City Council with edits if needed.

The sign ordinance will replace Section 32-85 Sign Regulations in Fraser's Zoning Ordinance. Below is the outline of sections.

- A. Intent and Purpose
- B. Definitions
- C. Permits
- D. Temporary Signs
- E. Prohibited Signs
- F. General Requirements
- G. Regulations for Allowable Signs
- H. Nonconformity and Modification
- I. Enforcement

If Planning Commission recommends the proposed Zoning Ordinance text amendments for adoption, we will target the October City Council meeting for adoption.



Sec. 32-85: Sign Ordinance

September 24, 2024 – Final Draft

A. INTENT AND PURPOSE

This chapter sets forth guidelines and criteria governing the installation, placement, maintenance, and removal of all signs, excluding those specifically exempted. Its purpose is to protect the public health, safety, and welfare, as well as to preserve a visually appealing environment, all while providing reasonable identification and communication outlets for sign users. To fulfill these purposes, the following objectives shall guide this chapter and any subsequent revisions, additions, or modifications:

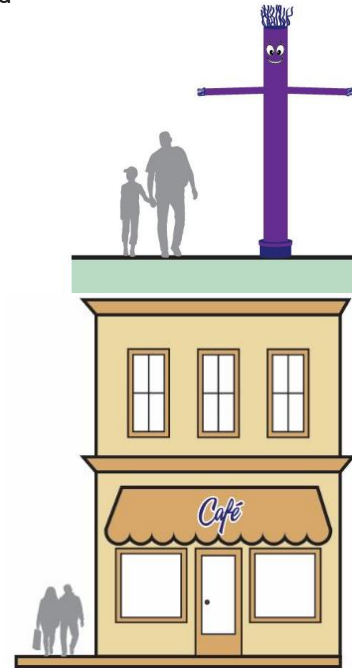
1. **Generally.** Ensure that signs are located, designed, constructed, installed, and maintained in a way that protects health, safety, property, and the public welfare.
2. **Public safety.** Protect public safety by prohibiting signs that
 - a) Are structurally unsafe or poorly maintained;
 - b) Cause unsafe traffic conditions because they unreasonably distract motorists, have similarities to official traffic signs or hinder vision; and
 - c) Impede safe movement of pedestrians or safe ingress and egress from buildings or sites.
3. **Protect aesthetic quality of districts and neighborhoods.** Prevent blight and protect aesthetic qualities by preventing visual clutter and protecting views. Prevent proliferation of signs in residential areas and eliminate abandoned signs and sign structures on unused properties. Avoid glare, light trespass, and skyglow through selection of proper fixture type(s) and location, lighting technology, and control of light levels.
4. **Business identification.** Allow for adequate signage for business identification and other commercial speech, noncommercial speech, and dissemination of public information, including but not limited to public safety information and notification as may be required by law.
5. **Foster economic development.** Ensure that signs are located in a manner that does not cause visual clutter, blight, and distraction, but rather promotes identification and communication necessary for sustaining and expanding economic development in the city.
6. **Discontinue nonconforming signs.** Facilitate the removal or replacement of all noncompliant signs in the city as alterations are made to sites and signs throughout the area.

The important governmental interests contained herein are not intended to target the content of messages to be displayed on signs, but instead seek to achieve non-speech objectives. In no respect do the regulations of signage prohibit a property owner or occupant from an effective means of conveying the desired message. Nothing in this Section is intended to prohibit the right to convey and receive messages, particularly noncommercial messages such as religious, political, economic, social, philosophical, or other types of speech protected by the First Amendment of the United States Constitution.



B. DEFINITIONS

1. **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.



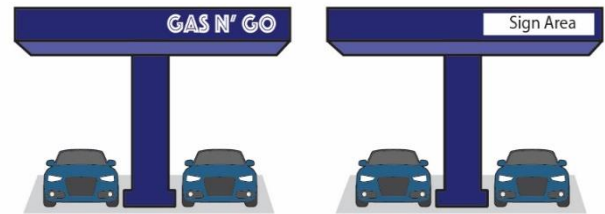
2. **Awning Sign.** A sign painted or attached to the surface of a retractable or fixed shelter constructed of materials on a supporting framework that projects from the exterior wall of a building.



4. **Bench Sign.** A sign which has painted on, or in any other way attached to, a bench, chair, or an attachment to a building which provides a bench, chair, or seating device.

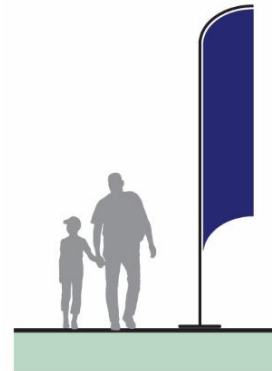


5. **Canopy Sign.** A sign painted on or attached to the surface of a structure that is supported by columns or posts affixed to the ground and provides protection from the elements.

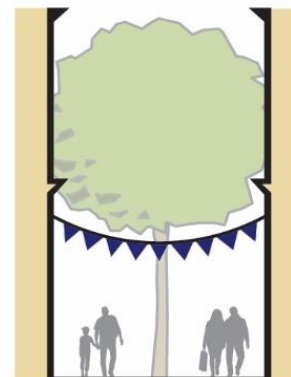


6. **Changeable Copy Sign.** A changeable copy sign is a sign that permits alteration of letters, characters, or illustrations without altering the sign's surface or face. This can be achieved by rearranging or adding new letters or messages without the need to remove and replace the sign's face.
7. **Directional Sign.** A sign the primary purpose of which is to facilitate the flow of traffic within a site.
8. **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.
9. **Electronic Message Board Sign.** An electrically activated changeable copy sign whose variable message and/or graphic presentation capability can be electronically programmed.

10. **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.



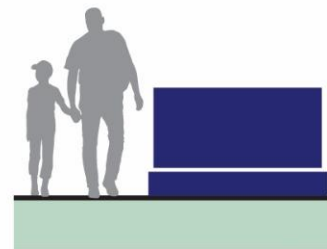
11. **Festoon Sign.** A sign where incandescent light bulbs, banners or pennants, or other such features are hung or strung overhead and are not an integral physical part of the building or structure they are intended to serve.



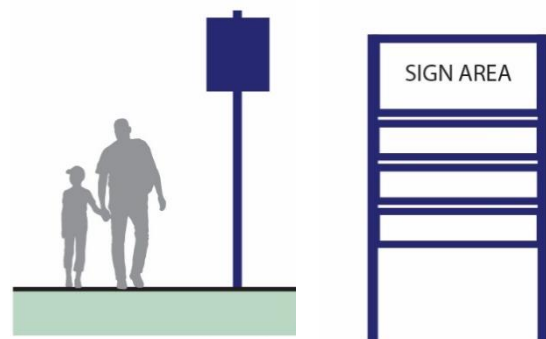


12. **Flag.** Any sign printed, sewn, painted, or affixed on cloth, plastic, canvas, or other like material with distinctive colors, patterns, or symbols attached to a pole or staff and anchored along only 1 edge or supported or anchored at only 2 corners.
13. **Ground Sign.** A sign supported by structures or supports that are placed on, or anchored in, the ground, and which is independent and detached from any building or other structure.
14. **Identification and Nameplate Sign.** A wall sign identifying the occupant, business name, and/or address of a building or parcel of land.
15. **Menu Board.** A sign providing items and prices associated with on-site products or services.

16. **Monument Sign.** A base-mounted ground sign. A Monument Sign includes a solid supporting base with a width equal to or greater than the width of the sign face.



17. **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. This definition does not include Changeable Copy Signs and Electronic Message Board Signs that comply with this Section.
18. **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.
19. **Pole or Pylon Sign.** A ground sign which is supported by 1 or more poles.

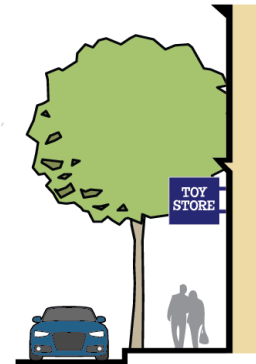




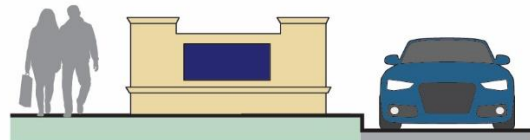
20. **Portable Sign.** A sign without a permanent foundation and not permanently attached to a fixed location which can be carried, towed, hauled, or driven and is primarily designed or installed to be mobile rather than be limited to a fixed location regardless of modifications that limit its mobility, such as, but not limited to, vehicles, trailers, "A" frame, "T"-shaped, or inverted "T"-shaped sign structures.



21. **Projecting Sign.** A sign which is affixed to any building or structure, or part thereof, which extends beyond the building wall or structure by more than 12 inches.



22. **Public Sign.** A sign required by law or governmental regulations, including but not limited to legal notices and traffic controls or similar regulatory devices.
23. **Real Estate Development Sign.** A temporary sign placed on premises of a subdivision or other real estate development to provide information regarding the project during the project's development.
24. **Real Estate Sign.** A temporary sign placed upon a property advertising that particular property for sale, for rent, or for lease.
25. **Residential Identification Sign.** A permanent sign installed to exhibit the name of the residential development within which it is installed.



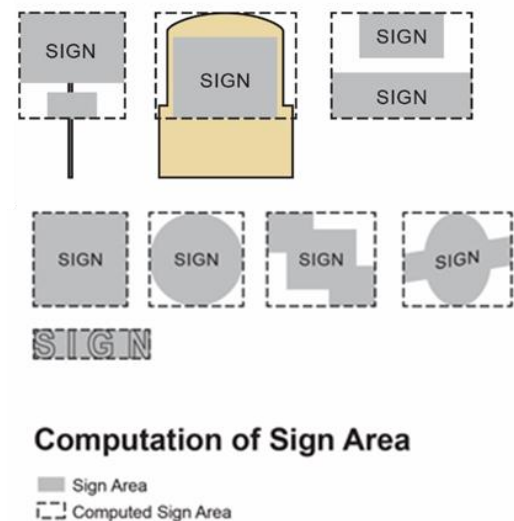


26. **Roof Sign.** A sign that is erected, constructed, or maintained upon, against, or above the roof or parapet of a building or any portion thereof. A sign mounted upon a mansard fascia that does not project above the highest point of the roof or parapet is considered a Wall Sign.



27. **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 outside of the parcel on which it is situated. The definition does not include goods displayed in a window.

28. **Sign Area.** 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 from the background against which it is placed, excluding the necessary supports or uprights on which such sign is placed. Where a sign has two faces, the area of both faces shall be included in determining the area of the sign, except that where two such faces are placed back-to-back and less than 24 inches apart, the area of the sign shall equal the area of one face.



29. **Sign Construction.** Shall mean to build, construct, attach, hang, place, suspend, or affix, and shall also include the painting of wall signs.
30. **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.
31. **Sign Height.** The height of the sign measured from the ground to the highest point of the sign from the ground.



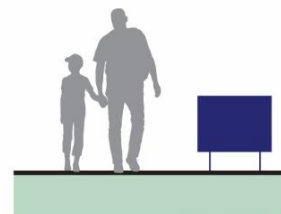
32. **Temporary Sign.** A type of sign that will only be displayed for a limited duration of time and is not intended to be permanent.
33. **Vehicle Sign.** A vehicle, or any type of trailer, which has attached thereto, or painted or placed thereon, any sign or advertising device (including electronic message boards) displaying the name of any business, product, or service.
34. **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.



35. **Window Sign.** Any sign that is applied, painted on, or affixed to a window, or placed inside a window, facing the outside of the building.



36. **Yard Signs.** A small sign inserted into the ground that is temporary and disposable in nature.





C. PERMITS

1. **Permit Required.** It is unlawful for any person to erect, alter, or structurally change a sign (unless the sign is specifically exempt) without first obtaining a permit from the city. Any sign that makes use of electricity must, in addition to a sign permit, have an electrical permit.
2. **Signs Exempt from Permits.** The following signs are allowed in all zoning districts and do not require a permit:
 - a) Directional signs, no larger than 4-square feet in area.
 - b) Flags, subject to the following:
 - i. Flags and flagpoles cannot be located within any right-of-way.
 - ii. Flagpoles may not exceed the maximum building height in the district in which they are located.
 - iii. No more than 1 flag and 1 flagpole is permitted per parcel in a residential district, and no more than 3 flags and 3 flagpoles are permitted per parcel in all other districts.
 - iv. The maximum total flag area for residential districts is 45 square feet, with no single flag exceeding 15 square feet.
 - v. The maximum total flag area for non-residential districts is 75 square feet, with no single flag exceeding 40 square feet.
 - vi. 1 official United States flag and 1 official flag of the State of Michigan are permitted and do not count toward the maximum number of flags allowed, but are included in the maximum flag area.
 - c) Historic markers that are in compliance with state and federal law.
 - d) Identification and name plate signs, no larger than 2-square feet in area.
 - e) Menu signs affixed to the wall of the correlating restaurant.
 - f) Numerals that identify the address of the property in accordance with applicable laws, codes, and regulations, so that public safety responders can easily identify the address from the public street.
 - i. Unless an alternative requirement is adopted in the City Code or as part of a technical code adopted by the city, address numbers for all commercial buildings shall be displayed on the facade of the building adjacent to a public entrance to the building and each tenant space with its own address, and on a freestanding sign at the front of the site. For multiple tenant buildings, the freestanding sign shall include the address range of all addresses contained within the building. Further, numerals shall also be displayed at the rear entrance of the building/tenant space if there is access to a hard-surfaced area upon which vehicular traffic may maneuver. All address numbers shall be at least 4 inches in height. The color of the required numbers shall starkly contrast the background to which they are affixed. Because the required numbers are for emergency responders, they shall be excluded from any calculations of the property's total permitted signage.
 - g) Signs installed by a governmental entity, including those used to identify public facilities, government buildings, parks, and temporary government signs used for decoration, public announcements, or for seasonal events or holidays, including but not limited to highway and street signs and signs authorized by a road agency in conjunction with infrastructure improvements.



- h) Signs installed by MISS DIG, utility companies, lawn treatment companies, “No Trespassing,” and similar signs intended to warn of a danger or alert the reader to a potentially dangerous condition or the existence of utility pipes or lines on the property.
- i) Signs required by law.
- j) Temporary Signs.
- k) Traffic control devices on public property, installed and maintained to comply with the Michigan Manual on Uniform Traffic Control Devices and, if not covered, with the Manual on Uniform Traffic Control Devices adopted by the Federal Highway Administration. Traffic control devices on private property may be installed and maintained if substantially similar to the regulations of the Michigan Manual on Uniform Traffic Control Devices and/or as approved by the Fraser Public Safety Department.
- l) Window signs.

3. Review Process.

- a) Applications for a sign permit shall be submitted to the Building Department on a form approved by the city and must include the following:
 - 1) The name, address, email, and telephone number of the applicant.
 - 2) Letter of approval, which provides the consent of the property owner, if different from the applicant.
 - 3) The location of the building, structure, or lot to which or upon which the sign is attached or installed.
 - 4) Photographs showing the location of the proposed sign.
 - 5) Two sets of plans and specifications indicating the method of construction and attachment to the building or the ground.
 - 6) A copy of the stress sheets and calculations showing the structure is designed for dead load and wind pressure in any direction in the amount required by the current Michigan Building Code. A registered engineer must approve the structural design.
 - 7) The name of the person or company installing the structure.
 - 8) An elevation of the proposed sign with dimensions, materials, colors, and wording.
 - 9) Any other information deemed necessary by the city to ensure public safety.
- b) The city planner reviews all final sign applications and determines if the proposed request meets all the requirements of this Section.
- c) Prior to the issuance of a sign permit, a fee must be paid, as established by the city’s fee schedule.
- d) Signs for which a permit has been issued shall be inspected by the building official, or designee, once installed. Approval is granted only if the sign is constructed in compliance with the approved plans and all applicable Zoning and Building Code standards.
- e) All rights and privileges acquired by any person under the provisions of this Section may be revoked upon violation of any of the conditions herein. If the work authorized under a permit has not been started within 6 months after the date of issuance, the permit is null and void.



D. TEMPORARY SIGNS

1. **Generally.** Temporary signs shall be maintained free of rust, corrosion, peeling, breakage, graffiti, obfuscation, and all other damage or defacement. A temporary sign shall not be installed in such a manner that it interferes with vehicular or pedestrian traffic.
2. **Placement.**
 - a. Temporary signs shall only be located on property with the approval of the person or entity with authority to approve it.
 - b. All temporary signs shall be subject to removal by the city if the signs are placed within any right-of-way, or after issuance of notice if they have become dilapidated, damaged, dangerous, faded, obsolete, out of compliance, or an attractive nuisance.
 1. 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 fee schedule.
 2. The owner or individual responsible for the sign may appeal the city's determination regarding the improper condition of the sign to the Building Official. 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 Building Official. If the Building Official 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 1 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 Building Official.
3. **Construction.**
 - a. For real estate and real estate development 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.
 - b. All temporary signs shall be stabilized so as not to pose a danger to public safety.



4. Schedule of Regulations for Temporary Signs.

Sign Type	Standards per Parcel
Air-Blown Sign, Banner, Feather Sign	Only allowed in conjunction with an approved temporary use.
Yard Sign (One Family Residential)	Maximum Area: 4 square feet per sign, 12 square feet total. Maximum Height: 4 feet. Minimum Setback: 5 ft side yard setback. 1 ft front yard setback from right-of-way. Duration: Must be removed within 14 days of fulfilling intended purpose.
Yard Sign (Not One Family Residential)	Maximum Area: 12 square feet per sign, 36 square feet total. Maximum Height: 4 feet. Minimum Setback: 5 ft side yard setback. 1 ft front yard setback from right-of-way. Duration: Must be removed within 14 days of fulfilling intended purpose.
Real Estate Sign (One Family Residential)	Maximum Area: 6 square feet per sign, 9 square feet total. Maximum Height: 4 feet. Minimum Setback: 5 ft side yard setback. 1 ft front yard setback from right-of-way. Duration: Must be removed within 14 days of fulfilling intended purpose.
Real Estate Sign (Not One Family Residential)	Maximum Area: 16 square feet per sign, 32 square feet total. Maximum Height: 4 feet. Minimum Setback: 5 ft side yard setback. 1 ft front yard setback from right-of-way. Duration: Must be removed within 14 days of fulfilling intended purpose.
Real Estate Development Sign	Maximum Area: 16 square feet per sign, 32 square feet total. Maximum Height: 4 feet. Minimum Setback: 5 ft side yard setback. 1 ft front yard setback from right-of-way. Duration: Must be removed within 14 days of fulfilling intended



	purpose.
Portable Sign (excluding vehicle signs, which are not permitted)	Maximum Height: 4 feet Minimum Setback: 5 ft side yard setback. 1 ft front yard setback from right-of-way. Storage: Temporary portable commercial signs can be placed outside only during the hours when the associated business is open to the public and must be stored indoors at all other times. Placement: Temporary portable commercial signs may not be placed in any required sidewalk required for ADA compliance.
Window Sign	Maximum Area: 25% of each window.



E. PROHIBITED SIGNS

1. Signs that violate any federal, state, or local law, code, or regulation.
2. Air-Blown Signs, unless approved as part of an authorized temporary use.
3. Banner Signs, unless approved as part of an authorized temporary use.
4. Bench Signs.
5. Festoon Signs, unless approved as part of an authorized temporary use.
6. Pole and Pylon Signs.
7. Roof Signs.
8. **Off-Premises Signs.** Off-premises signs are not permitted in the city, except as may be permitted by any governmental entity not subject to city regulation or control.
9. **Vehicle Signs.** Vehicle signs are not permitted between the structure(s) located on the property and any property line abutting any adjacent street or any public-right-of-way.
 - a. Vehicles engaged in attended loading or unloading activities shall be exempt from this provision.
 - b. Vehicles engaged in the services advertised on the vehicle shall be exempt from this ordinance.
 - c. Operable vehicles that are properly licensed and plated and which are adorned or embedded with permanent graphics, information, and/or messages that are visible to passersby shall only be parked on a property owned or operated by the vehicle owner or pertaining to an activity underway on the property where it is parked and shall be kept in a lawful vehicular parking or storage location a minimum of 30 feet from any public right-of-way.
10. Signs whose construction, design, location, or other physical characteristics are determined by any code official or law enforcement official to create a safety hazard or to be detrimental to the general welfare, including but not limited to:
 - a. Signs of a size, location, movement, coloring, or manner of illumination which may be confused with or construed as, or which may conflict with, a traffic control device, or which hide from view any traffic or street sign or signal.
 - b. Signs consisting of moored balloons or other type of tethered floating signs unless approved by the city Planner in conjunction with an approved temporary use and if tethered to the ground. Floating signs cannot be tethered to the roof.
 - c. Banners, pennants, LED lights, spinners, or other similarly moving devices or signs which may move or swing as a result of wind pressure or other power source, unless approved by the city Planner in conjunction with approval of a temporary use for a special event of limited duration, permitted as holiday decorations for a period of 180 days or less in a given calendar year, or otherwise permitted elsewhere in this section.



- d. Flashing, oscillating, or intermittent type of illuminated signs or displays and electronic signs with any of these characteristics are hereby prohibited.
- e. Signs that consist of or include a searchlight, beacon, strobe light, or similar form of illumination.



F. GENERAL REQUIREMENTS

1. **Generally.** Signs must comply with all ordinances and regulations of the city, including zoning, regulatory, and building codes.
2. **Support Location.** Signs shall not be placed in, project into, or overhang any public right-of-way or dedicated public easement, existing or proposed, unless placed or approved for placement by the city or applicable governmental entity or agency.
3. **Construction.** Every sign, including the sign structure, shall be maintained in a safe structural condition and in a neat, clean, secure, and attractive condition, with upright, secure supports. All sign materials shall be kept free of defective or missing parts, peeling, corrosion, or other surface or support deterioration, and in compliance with the current provisions of the International Property Maintenance Code, with local amendments as adopted by the city. All sign copy shall be maintained intact, free of defacement, and free of missing characters. If the sign is illuminated, all lighting fixtures and sources of illumination shall be maintained in a manner that renders them safe and in proper working order.
4. **Placement.**
 - a. Signs shall not be placed:
 - i. On city property unless placed or approved for placement by the city for city purposes, including but not limited to city events, public safety, and approval of requests from other governmental agencies.
 - ii. On utility poles, utility boxes, traffic control devices, telecommunications towers, sidewalks, lamp posts, hydrants, bridges, public property, public ways, easements, or trees unless placed or approved for placement by a governmental entity as public signs or warning signs.
 - iii. Above non-public sidewalks, driveways, and maneuvering lanes, unless approved by the public safety department.
 - b. Permanent signs shall not be placed in a required side yard setback, unless otherwise provided in this Section.
5. **Clear Vision Distance.**
 - a. Signs shall not be placed in a manner that obstructs or diminishes sight lines for vehicular travel, obstructs driver vision, or creates potential hazards to pedestrian safety.
 - b. No sign above a height of 2 feet from the established street grades shall be permitted within the triangular area formed at the intersection of any street right-of-way lines by a straight line drawn between such right-of-way lines at a distance along each line of 25 feet from their point of intersection.
 - c. No sign above a height of 2 feet from the established street grades shall be permitted within 15 feet, in either direction, from any driveway.
 - d. The sight distance triangle may be extended by the city to conform to minimum Michigan Department of Transportation sight distance standards or in situations when the city planner determines that an extension is required for public safety due to topography, road alignment, or other physical conditions of the area.



6. **Sign Faces.** Signs shall not have more than two sides.
7. **Effects.** Signs shall not:
 - a. Be equipped with audio capabilities and sound shall not be projected from any sign, except that menu boards approved as part of a drive through facility or signage designed for purposes of complying with laws enacted for the protection of persons with disabilities shall not be restricted by this provision.
 - b. Project images beyond the face of the sign.
 - c. Emit any odors or visible matter such as smoke or steam.
8. **Obsolete Signs.** No person, entity, owner, business, or tenant shall allow an obsolete sign to be maintained on a property for more than 30 days after same has become obsolete because of discontinuance of the business, service, or activity which the sign advertises, relocation to another site, or for any other reason. The fact that the obsolete sign is nonconforming shall not be construed as modifying any of the requirements of this Section.
9. **Ground Signs**
 - a. A permanent ground sign, excluding residential entranceway signs, shall not be closer than 100 feet, measured from the nearest point on the closest parcel line, from any adjacent residential zoning district or parcel being used for residential purposes.
 - b. Up to 1/3 of a permitted ground sign may consist of an electronic message board or changeable copy area.
10. **Wall Signs**
 - a. A wall sign may be located on the front, rear, or side facade of the building.
 - b. Wall signs shall not extend above the top of a parapet wall or an eave line at the wall, whichever is higher.
 - c. No wall sign shall protrude more than 12 inches from the wall or structure on which it is mounted.
 - d. A wall sign shall be installed only on the wall of the tenant space to which the sign pertains and shall be aesthetically and thematically compatible with the building, other wall signs, the overall development of the parcel, and nearby properties.
 - e. No sign shall be painted directly onto the wall of a building, unless under the direction and control of the city.
11. **Residential Entranceway Signs**
 - a. No entranceway sign structure permitted under this Section shall be constructed of exposed concrete block, cinder block, precast concrete panels, or poured concrete.
 - b. Any permitted residential subdivision identification sign shall be located in either a common area of the development or upon property for which a private easement has been granted to a subdivision association (or similar entity) which shall have the responsibility for maintaining the sign and any appurtenant structures. An agreement providing for the maintenance of the sign(s)



or structure(s) in recordable form satisfactory to the city shall be furnished to the city prior to installation of the sign(s) or structure(s).

12. **Electronic Message Boards.** Electronic Message Boards are permitted as part of an approved sign, subject to the standards of this Section and subject to the following standards:
- a. The area of an electronic message board may not exceed 1/3 of the entire area of the sign.
 - b. Display only static messages and/or images that remain constant in illumination intensity and do not have movement or the appearance of optical illusion or movement.
 - c. Change from 1 message or image to another message or image no more frequently than once every 30 seconds, and the actual change process must be accomplished instantly with no effects.
 - d. Not operate at a brightness more than 0.3 footcandles over ambient lighting conditions when measured at a distance of 150 feet.
 - e. Be equipped with a fully operational light sensor that automatically adjusts the intensity of the electronic message board according to the amount of ambient light.
 - f. The electronic message board shall operate only between the hours of 6:00 a.m. and 12:00 a.m.
 - i. Electronic message boards may operate only when the nonresidential use to which they belong is open or between the hours of 6:00 a.m. and 10:00 p.m., whichever time period is shorter, if installed on a property located adjacent to a residential use, except that noncommercial uses may also operate an approved electronic message board until and during an event that is open to the public and held after 10:00 p.m. until the conclusion of the event.
 - g. Be designed to either display a full black screen or turn off in the event of a malfunction.
 - h. The owner of an electronic message board shall allow the city to use the electronic message board to communicate emergency public service information approved by the city. The operational restrictions on electronic message boards set forth in this subsection shall not apply during any time that the electronic message board is used to communicate authorized emergency public service information for the city.
 - i. The owner agrees to (i) update with an approved emergency public service information communication, or (ii) discontinue the emergency public service message as soon as possible after receiving a request from the public safety director or designee. The owner shall file and keep current at all times with the city the name, email address, phone number, cell phone number, pager and other available emergency contact information of the employee(s) or representative(s) of the owner who has been authorized and designated by the owner to communicate the approved emergency public service message using the electronic message board.

13. **Directional Signs**

- a. Directional signs shall be considered incidental and shall not exceed 4 square feet in area and 4 feet in height.
- b. Directional signs set at an entrance point may be located within a required yard subject to the sight line and clear vision restrictions set forth in this Section.
- c. Directional, informational, and traffic control signs placed by government entities are permitted in all zoning districts and shall be installed, to the extent applicable, in accordance with the Manual on Uniform Traffic Control Devices.



14. Menu Boards.

- a. 1 menu order board and 1 preorder menu board shall be permitted for each drive-thru lane.
- b. The maximum height for such signs shall be 7 feet and the total sign area allowed for each drive-through lane shall not exceed 45 square feet.
- c. Menu boards are exempt from the total sign area for permitted signs.
- d. Menu boards shall be located on the interior of the lot or parcel and shall not be readable from the exterior of the lot.
- e. The placement, size, content, coloring, or manner or illumination of the sign shall not cause a traffic or pedestrian hazard or impair vehicular or pedestrian flow.
- f. The volume on the menu board or order board shall be maintained at the minimum level necessary so that it is audible to users but minimizes extraneous noise traveling off site.

15. Illumination. Internal and external illumination of signs shall be permitted and subject to the following standards.

- a. No sign shall include or use flashing or intermittent illumination.
- b. Rope lights, string lights, or similar accent lighting attached to, surrounding, or otherwise drawing attention to a sign are prohibited.
- c. Animation is prohibited.
- d. Illumination of signs shall be directed or shaded downward so as not to interfere with the vision of persons on the adjacent roadway or adjacent property.
- e. No exposed reflective type bulb, par spot, or incandescent lamp shall be exposed to direct view from a public street or highway, but may be used for external light illumination of the display surface of a sign, so long as the brightness does not exceed 0.3 footcandles over ambient lighting conditions when measured at a distance of 150 feet.
- f. Internally illuminated signs are not permitted on properties utilized for residential purposes, with the exception of internal illumination for the address of the property if the address is affixed to a home, garage, or mailbox on the property.



G. REGULATIONS FOR ALLOWABLE SIGNS

The following conditions shall apply to all signs erected or located in the specified zoning district(s):

1. Residential Districts
 - a. RL, Residential Low, One-Family
 - b. RM, Residential Medium, One-Family
 - c. RH, Residential High, Multiple
 - d. REC, Recreational

Sign Type	Residential Uses, Including Residential Developments	Non-Residential Uses
1. Awning/Canopy Signs	Not Permitted	Maximum Number: 1 sign per awning/canopy. Maximum Area: 15 square feet per sign.
2. Monument Signs	Maximum Number: One two-sided sign or 2 one-sided signs permitted per entrance located on a public road* *Only permitted for residential developments e.g., subdivisions, site condominiums, and multi-family. Placement: Shall be located in either a common area of the development or upon property for which a private easement has been granted to a subdivision association. Must be setback 6 feet from the right-of-way. Maximum Height: 4 feet Maximum Area: 24 square feet per sign	Maximum Number: 1 Minimum Setback: 12-foot front setback from right-of-way. Cannot be located in the side or rear setback of the zoning district in which the sign is located. Maximum Height: 4 feet Maximum Area: 24 square feet
3. Projecting Signs	Not Permitted	Maximum Number: 1 Maximum Area: 10 square feet
4. Wall Signs	Not Permitted	
5. Window Signs	Maximum Area: 25% of the window area in which the sign is located.	
6. Temporary Signs	See Sec. 32-85D	



2. Non-Residential Districts

- a. OS, Office Service
- b. OR, Office Research
- c. CN, Commercial Neighborhood
- d. CBD, Community Business District
- e. CG, Commercial General
- f. IR, Industrial Restricted
- g. IC, Industrial Controlled

Sign Type	OS, OR, CN, CBD Districts	CG, IR, IC Districts
1. Awning/Canopy Signs	Maximum Number: 1 sign per awning/canopy. Maximum Area: 15 square feet per sign.	
2. Monument Signs	Maximum Number: 1* Minimum Setback: 8-foot front setback from right-of-way. Cannot be located in the side or rear setback of the zoning district in which the sign is located.* *For developments having more than 1 frontage on a major or secondary thoroughfare having a right-of-way of at least 86 feet or greater, one freestanding sign shall be permitted to be located on each frontage, provided the distance between the two signs is not less than 500 feet measured along the abutting right-of-way line. Maximum Height: 5 feet Maximum Area: 1 square foot for every 2 lineal feet of lot frontage up to a maximum of 48 square feet per sign, whichever is less.	Maximum Number: 1* Minimum Setback: 15-foot front setback from right-of-way. Cannot be located in the side or rear setback of the zoning district in which the sign is located.* *For developments having more than 1 frontage on a major or secondary thoroughfare having a right-of-way of at least 86 feet or greater, one freestanding sign shall be permitted to be located on each frontage, provided the distance between the two signs is not less than 500 feet measured along the abutting right-of-way line. Maximum Height: 15 feet Maximum Area: 1 square foot for every 2 lineal feet of lot frontage up to a maximum of 75 square feet per sign, whichever is less.
3. Projecting Signs	Maximum Number: 1 per public entrance, minimum separation of 20 feet between projecting signs on a single façade. Maximum Area: 10 square feet per individual sign.	
4. Wall Signs	Maximum Area: 10% of the structure frontage for each building or tenant space.	
5. Window Signs	Maximum Area: 25% of the window area in which the sign is located.	
6. Temporary Signs	See Sec. 32-85D	



H. NONCONFORMITY AND MODIFICATION

1. **Lawful Existing Signs.** Any sign lawfully existing at the time of adoption of this Section which does not fully comply with all provisions of this Section shall be considered a legal nonconforming sign and shall be permitted to remain as long as the sign is properly maintained, there is no increase in nonconformity, and the sign is not detrimental to the health, safety, and welfare of the community except as hereafter provided.
2. **Continuance.** A nonconforming sign may be continued but shall be maintained in good condition, and shall not be:
 - a. Enlarged or extended.
 - b. Replaced by another non-conforming sign.
 - c. Moved to another location on the same lot or to any other lot.
 - d. Structurally altered so as to prolong the life of the sign, including modifications to cabinets, support structures, and framing elements. A sign face change is permitted on a non-conforming sign if there are no other structural modifications. However, a static panel on a nonconforming sign shall not be replaced with an electronic message board.
 - e. Replaced or restored if the nonconforming sign is destroyed or damaged as a result of factors beyond the control of the owner of the sign and the owner of the premises on which the sign is located, to an extent the destruction or damage exceeds 50% of the sign.
3. A nonconforming sign that is destroyed or damaged as a result of factors beyond the control of the owner of the sign and the owner of the premises on which the sign is located, to an extent the destruction or damage is 50% or less of the sign, may be replaced or restored provided that:
 - a. The replacement or restoration is completed within 6 months after the date of the destruction or damage.
 - b. The sign is not enlarged or extended.
4. A nonconforming sign declared to be unsafe by a code enforcement official because of the physical condition of the sign, including an unsafe physical condition arising from the failure of the sign to be maintained, shall be removed.



I. ENFORCEMENT

1. For purposes of this subsection,
 - a. "Issuance of notice" is defined to include any of the following:
 - i. Facsimile, electronic mail, or first-class mail transmission of notice of a violation to either a person or committee mentioned on the sign or to the person responsible for placing the sign or to the property owner;
 - ii. Posting of notice of a violation on or reasonably near the sign which is in violation, so long as the posting is conspicuous from the distance at which the sign is generally readable;
 - iii. Posting of notice of a violation on or reasonably near one or more entrances of a habitable building on the same property as the sign, so long as the posting is conspicuous;
 - iv. Transmission of a telephone message which indicates that a violation exists, and which offers a brief explanation of the nature of the violation, recorded on an answering system of either a person or committee mentioned on the sign or to the person responsible for placing the sign or to the property owner.
 - b. "Personal contact" means that a code enforcement official, or other duly authorized agent of the city, initiated a person-to-person conversation, or some other real-time communication via electronic means, whereby the officer or agent communicated the existence of the violation and a brief explanation of its nature.
 - c. "Personal notice" means personal contact by a code enforcement official, or other duly authorized agent of the city, with either a person mentioned on the sign, the person responsible for placing the sign, the property owner, or the property owner's authorized representative or resident agent.
 - d. "Person responsible" for a temporary sign is the person who places the sign, unless the person first notifies the city clerk's office in writing of another person who is responsible. Persons responsible for political campaign signs also include the candidate for the political office advertised on the sign, unless the candidate first notifies the city clerk's office in writing of another person who is responsible, and the property owner. In a campaign regarding a ballot measure, the president or chair of the committee supporting or opposing the ballot measure, as well as the property owner, shall be deemed the responsible person, unless the city clerk's office is notified in writing of another person who is responsible. The person who places the sign, the candidate, or the president as applicable must provide the name, address, telephone number, and signed consent of the other responsible person. Persons residing or located outside of Michigan may not be designated as responsible persons. The person placing the sign, or in the case of political campaign signs, the candidate, or in the case of a ballot measure, the committee president or chair, or in each of these cases the other responsible person if so designated, shall be liable to pay any fees or costs incurred for the removal and storage of illegal signs upon retrieval. This subsection shall not be construed to place responsibility upon responsible persons for civil infraction or misdemeanor violations of the city code.
2. Owners, lessors, and lessees may all be held equally responsible for violations of this Section.



3. The city may remove any non-temporary sign which violates any provisions of this section if the owner upon whose property the sign is located fails to make the sign conform to the provisions of this section within 48 hours of issuance of written notice of violation. The person responsible for the sign in violation shall be liable to pay any fees or costs incurred for the removal and storage of illegal signs upon retrieval.
4. In the absence of prior permission having been granted by the property owner for the immediate removal of temporary signs in violation, the city may remove any such sign which violates any provisions of this section if the owner upon whose property the sign is located fails to make the sign conform to the provisions of this ordinance within four hours of personal notice, or within 48 hours of issuance of notice. In the event that the sign is moved to another location, and such move does not remedy the violation, the city shall not be required to give any additional notice before impounding the sign as a nuisance pursuant to the terms of this Section.
5. In the case of any sign which is located in, projects into, or overhangs a public right-of-way or public easement in violation of this section, the city may remove said sign without notice.
6. Signs impounded under this subsection will be logged and stored by the city for retrieval by their owner. Before any removed sign is returned to its owner, a fee as determined by the city's fee schedule, shall be paid for the removal, storage, and reclamation. Any sign which is removed in accordance with this section shall be deemed abandoned if its owner or the person responsible for the sign does not reclaim it within 10 days of the date of its removal, after which the city may dispose of the sign without any further notice.
7. Any entity or individual which files a false affidavit or application for any reason relating to signage under this section shall be guilty of a misdemeanor punishable in accordance with the penalties applicable to misdemeanors set forth in Chapter 1 of the City Code.



MCKENNA

September 17, 2024

City of Fraser Planning Commission
33000 Garfield Road
Fraser, Michigan 48026

SUBJECT: PSP 24-05 MEIJER – SITE PLAN REVIEW #1

LOCATION: 35835 UTICA ROAD; WEST SIDE OF UTICA ROAD, JUST SOUTH OF MEIJER ENTRANCE

ZONING: CG GENERAL BUSINESS DISTRICT

APPLICANT: MEIJER, INC.

Dear Planning Commissioners,

McKenna reviewed a plan submission, dated September 11, 2024, that proposes to reduce Meijer's available parking count from 1,079 parking spaces to 999 parking spaces so that they can split off 1.4 acres for a new outlot development on the west side of Utica Road, just south of the main Meijer driveway. This development is on the southwest corner of 15 Mile Road and Utica Road and **will be reviewed as a separate site plan at a later date.**

The Meijer site plan amendment proposes to remove 95 of Meijer's parking spaces, divide land from the Meijer site, and replace 15 parking spaces for Meijer. The net parking loss to the Meijer development is 80 parking spaces, leaving 999 remaining parking spaces. Our review comments focus on the proposed reduced parking for this site plan amendment.

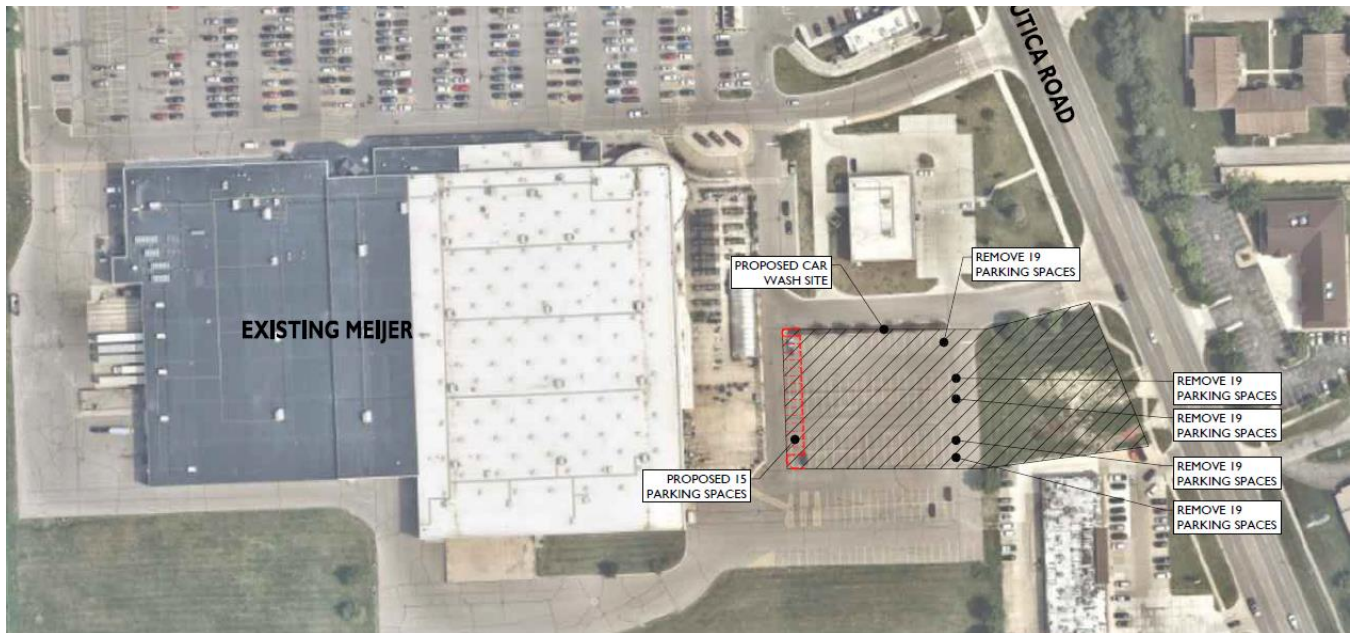


Figure 1 - Indicates the proposed removed and replaced parking spaces.

HEADQUARTERS

235 East Main Street
Suite 105
Northville, Michigan 48167

○ 248.596.0920
F 248.596.0930
MCKA.COM

Communities for real life.



SITE PLAN #SP 24-05 REVIEW COMMENTS

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

a. Parking

Standard	Parking Required	Parking Proposed
Retail Stores: One (1) space for each one hundred fifty (150) square feet of floor area.	241,230 square feet / 150 square feet = 1,608 spaces	999 spaces

Meijer previously applied for and received a variance at the September 5, 2024, Zoning Board of Appeals meeting. Meeting minutes from this will be provided at the end of this memo.

Below is a summary of previous parking modifications for 34835 Utica (Meijer). The complete minutes are included in the Memo following this report.

- January 3, 2019 / ZBA / #01-19 ZBA / Required parking reduced from 1,608 to 1,179 spaces.
- January 16, 2020 / ZBA / #19-07 ZBA / Required parking reduced from 1,179 to 1,149 spaces.
- August 7, 2020 / PC / PSP 20-005 / Required parking reduced from 1,149 to 1,079 spaces.
- September 5, 2024 / ZBA / #24-04 ZBA / Required parking reduced from 1,079 to 999 spaces.

Motion from September 5, 2024 ZBA meeting.

Motion by Chimenti supported by Menendez to approve ZBA #24-04 variance request for Meijer located at 34835 Utica Road., to obtain a variance from Zoning Ordinance Standards to reduce the number of required off-street parking spaces for a commercial business from 1079 parking spaces to 999 parking spaces with the current requirement being 1608 parking spaces based on the following reasons:

- 1. The property is much larger than surrounding properties and based on the fact that historical observation on this site indicates that there is more than sufficient parking for the use of the Meijer and a reduction of 80 spaces for this out-lot, will not be a detriment to the use and development of this piece or the adjacent property in the vicinity;*
- 2. The Applicants have met the standards for obtaining a variance;*
- 3. The current approved site plan will have to be amended.*

ROLL CALL VOTE:

AYES: Chimenti, Menendez, Burley, Farina, Green, Stasek

NAYS: None Motion Carried

Because the parking reduction was also granted as a site plan amendment, the current approved site plan for 34835 Utica would need to be amended, however this is largely a procedural process, as nothing else in their site has changed.



b. Ingress / Egress

This proposed site plan amendment does not adversely affect existing parking and circulation.

c. Circulation On- and Off-Site

The general counterclockwise circulation pattern at the development is direct and straightforward. We see no potentially hazardous vehicular conflict points.

d. Other Agency Comments

Both Public Safety and Engineering reviewed the proposed site plan amendment and had no concerns.

RECOMMENDATION

We recommend the Planning Commission approve the proposed site plan amendment as the parking reduction was already granted by the Zoning Board of Appeals, and the proposed change largely does not impact the site.

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

Respectfully submitted,

McKENNA

A handwritten signature in black ink that reads "A. Warren".

Alicia Warren
Assistant Planner

A handwritten signature in black ink that reads "Lauren Sayre".

Lauren Sayre, AICP
Associate Planner

Cc: Applicant
City Manager
Building Official
City Attorneys

Submittal Date: _____
Initial Review Fee: _____

Meeting Date: _____
Application #: _____

CITY OF FRASER APPLICATION FOR SITE PLAN REVIEW/SPECIAL LAND USE APPROVAL

☒ Site Plan

☐ Special Land Use

Name of Project: <u>Meijer Fraser</u>			
Address of Project: <u>34835 Utica Road, Fraser, MI 48026</u>			
Proposed Use: <u>Superstore Grocery Store</u>			
Applicant's Name: <u>Meijer, Inc</u>			
Address: <u>2929 Walker Ave. NW</u>			
City: <u>Grand Rapids</u>	Zip: <u>49544</u>	Phone: <u>616-791-5953</u>	
Email: <u>kurt.adams@meijer.com</u>			
Parcel Identification: <u>11-31-100-049</u>			
Complete Legal Description: (use opposite side or attach separately) <u>General Commercial</u>			
Zoning: <u>(CG)</u>	Size in acres: <u>26.94 AC</u>	Parcel Width: <u>1,386 FT</u>	Parcel Length: <u>1,292 FT</u>
Legal Owner:			
Name: <u>Same as Applicant</u>		Phone #: _____	
Address: _____			
Site Plan Preparer's Name: <u>J. Reid Cooksey, PE</u>			
Phone: <u>248-247-1115</u>		Fax: _____	
If the Petitioner is not the owner, state basis for representative (ie, attorney, representative, option-to-buy, etc.): _____			

Fifteen (15) copies of the application and site plan shall be submitted to the City at least twenty (20) days prior to a scheduled Planning Commission meeting (First Wednesday of the month at 7:00pm.) 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.

If additional reviews are required beyond the initial, each review thereafter is 50% of the initial cost.

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

Kurt Adams

Signature of Applicant

Kurt Adams

Signature of Legal Property Owner

Kurt Adams - Director of Propert Management

Please print/type name below signature

Kurt Adams - Director of Propert Management

Please print/type name below signature

CITY OF FRASER
SITE PLAN REVIEW PROCEDURES

SUBMISSION REQUIREMENTS

Submit fifteen (15) copies of the site plan and completed application form at the City Hall at least (20) days prior to a scheduled Planning Commission meeting. The site plan shall meet all applicable submission requirements of Section 7.02 of the City of Fraser Zoning Ordinance. **The completed application must be accompanied by the required fee, as established by Resolution of the City Council.** In most cases, the plans shall be prepared at standard engineering sizes and shall be folded to 10" by 12" or less in size. **Plans that are not folded WILL NOT be accepted. Please fold all plans prior to submittal.**

STAFF PROCESSING

City staff will date the application, accept fees, record the case number on the application and plans, and transmit cases.

The staff will forward copies of the site plan, when properly submitted, to the following

- City Attorney
- Planning Commission (9 copies)
- Consulting Planner
- Planning commission File Copy
- Fire Marshal

The site plan review shall be placed upon the agenda of the Planning Commission meeting. Staff shall notify the petitioner of the date and time of the meeting.

Consultants and departments heads shall prepare their site plan checklist or written reviews and submit same to the Planning Commission at least six (6) working days prior to the meeting.

PLANNING COMMISSION SECTION

The Planning Commission shall review the site plan with reference to all applicable requirements of the City of Fraser Zoning Ordinance and the comments of the City Engineer, City Planner and City Departments, and shall act on the proposed plan as follows:

APPROVAL

Upon determination that a site plan is in compliance with the Zoning Ordinance, the site plan shall be approved. The Planning Commission may require a cash bond or letter of credit covering the estimated cost of all site improvements. When approval has been granted, the Planning Commission Chairperson shall date and sign two (2) sets of plans, noting any special conditions or requirements of each set of plans.

CONDITIONAL APPROVAL

If, upon determination by the Planning Commission that a site plan is in compliance with all applicable requirements, except for minor changes, said revisions shall be so indicated on the site plan, in the minutes, or both. When these changes have been adequately provided, the applicant may resubmit the site plan to the Chairperson of the Planning Commission or the Building Inspector for written approval.

DISSAPPROVAL

If the site plan does not meet Ordinance requirements or substantial revisions are necessary, the Planning Commission may deny such. If the case is denied, "Disapproval" shall be written on the plan and the reasons for the disapproval shall be indicated in the minutes of the Commission meeting. They may also be noted on the site plan.

PROCESSING

After a site plan is acted upon by the Commission, two (2) signed plans will be distributed as follows:

- One (1) copy kept on file by the Planning Commission; and
- One (1) copy returned to the Applicant.

APPROVAL PERIOD

Site plan approval shall be valid for on (1) year from the date of approval by the Planning Commission. Physical improvements to the site must begin within one (1) year and be completed within two (2) years of the plan approval will expire, unless an extension is requested in writing by the petitioner and renewed by the Planning commission prior to the expiration date (see Section 7.03 of the Zoning Ordinance.)

ZONING COMPLIANCE PERMIT

Approval of the site plan (as submitted or with additions, corrections or alterations) by the Planning Commission shall satisfy the requirements of the Zoning Ordinance for a Building or Zoning Compliance Permit. It shall not exempt the petitioner from compliance with other City Ordinances. The Building Inspector shall not issue a building permit until site plan approval by the Planning Commission has been received. **Any changes to an approved site plan shall be resubmitted to the Planning Commission and be approved in writing.**

For your information and use as a personal checklist, the attached checklist is the form used by the City Departments and our Planning consultant in their review of your site plan. It is recommended that you use these forms as guidelines to the information you should be submitting with your site plan.

CITY OF FRASER
SITE PLAN REVIEW CHECKLIST

Date: 09/11/2024

Subject: Fraser Meijer

To the following Department Heads:

- () Assessing Department
- () Building Department
- () Fire Department
- () Sewer & Water Department

		Does Not Apply
Yes	No	

ASSESSING DEPARTMENT:

<u>X</u>	<u> </u>	<u> </u>	is the legal description correct?
<u> </u>	<u> </u>	<u>X</u>	did the parcel identification number change?
<u>X</u>	<u> </u>	<u> </u>	is it the correct lot or parcel number?

BUILDING DEPARTMENT:

<u> </u>	<u> </u>	<u>X</u>	Do the application form and site plan meet the checklist?
<u> </u>	<u> </u>	<u>X</u>	is zoning appropriate for the projected use?
<u> </u>	<u> </u>	<u>X</u>	does the proposed use meet front, rear and side yard requirements?
<u> </u>	<u> </u>	<u>X</u>	is the building and proposed use cutting off future access to adjacent lands?
<u> </u>	<u> </u>	<u>X</u>	is there potential impact upon existing or proposed uses or adjacent properties?
<u>X</u>	<u> </u>	<u> </u>	is off-street parking adequate?
<u> </u>	<u> </u>	<u>X</u>	Have sign, fence and other ordinances been met?

PUBLIC SAFETY:

<u>X</u>	<u> </u>	<u> </u>	is there location and adequacy of water lines and fire hydrants?
<u>X</u>	<u> </u>	<u> </u>	Are additional on-site fire protection systems necessary?
<u>X</u>	<u> </u>	<u> </u>	Are there accessible fire lanes, without moving cars or equipment?
<u>X</u>	<u> </u>	<u> </u>	is there adequate vehicle access for fire equipment?
<u>X</u>	<u> </u>	<u> </u>	Can the facility be served in a reasonable period of time?

City of Fraser
Site Plan Review Checklist Continued

Yes	No	Does Not Apply	
<u>X</u>	___	___	is there proper and adequate access to public streets?
<u>X</u>	___	___	Will there be pedestrian and vehicular safety?
___	___	<u>X</u>	Are there any conflicting access points?
___	___	<u>X</u>	Are there any parking and driveway conflicts?
___	___	<u>X</u>	Are there exterior lights that might blind motorists?
___	___	<u>X</u>	will truck loading, unloading or backing hinder traffic on the public street?

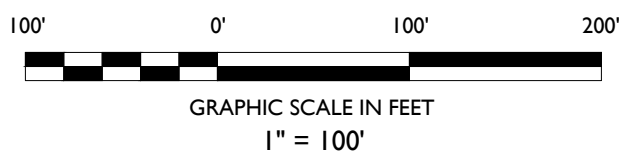
SEWER, WATER AND STREETS:

___	___	<u>X</u>	Will the overall City system is adequate to absorb the use?
___	___	<u>X</u>	Are there adequate lines at the site?
___	___	<u>X</u>	Are there necessary rights-of-way or utilities?
___	___	<u>X</u>	is storm drainage adequate?
___	___	<u>X</u>	Will holding or retention ponds be necessary on site?
___	___	<u>X</u>	Are there any downstream or upstream implications?
___	___	<u>X</u>	are building and parking lots emptying into the City storm drain or the streets?

Please indicate any problems that you foresee:

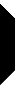
 Signature

 Date



MEIJER SUMMARY (STORE # 145)			
MEIJER		OUTLOT PARCEL	
CURRENT STALL COUNT	1,079	BUILDING SIZE	6,539 SF
STALLS BEING REMOVED	80	PARCEL SIZE	1.4 ACRES
REMAINING STALLS	999	STALLS PROPOSED	18

* MEIJER PARKING REQUIREMENT:
1 SPACE PER 150 SF OF FLOOR AREA
(241,230 SF)(1/150 SF) = 1,608 SPACES

[illegible]

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FRASER MEIJER OUTLOT

PROPOSED PARKING REDUCTION

PARCEL ID: 03-11-31-100-045
34865 UTICA ROAD
CITY OF FRASER
MACOMB COUNTY, MICHIGAN



TITLE:

**MEIJER AMENDED
SITE PLAN EXHIBIT**

DRAWING:

EX-1



Monthly Planning & Zoning Report

For September 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
SP21-08 34400 Utica Hockeyland Outlot SLU 24-01	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. SLU modification approved at March 6, 2024 PC Meeting. Big Boy / Hockeyland management met with City (building, planning, engineering, legal) and has submitted a plan to complete all outstanding items by September 30, 2024.
SP23-03 / ZBA23-04 32660 Utica Road Strip Mall	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. Final site plans approved by Planning and Zoning. Pending engineering and building review. Building Permit issued.



PROJECT # / ADDRESS	SCOPE	STATUS / NEXT STEPS
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 November.
SP 24-01 ZBA 24-03 34400 Klein Foundation Solutions 360	Site Plan amendment to remove ZBA condition and add paved parking area. Variance amendment to remove shared parking requirement. Variance request to increase parking setback nonconformity.	The site plan will be reviewed at the April 3, 2024 PC meeting. The variance requests granted at the May 2, 2024 ZBA meeting. The site plan was approved at the June 5, 2024 PC meeting. The site plan is in engineering review.
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 request granted at the May 2, 2024 ZBA meeting. The site plan will be conditionally approved at the July 15, 2024 PC meeting. A variance will be reviewed at the August 15 ZBA meeting. This variance is part of the conditional site plan approval.
SP 23-04 34575 Commerce Road Drivergent	Request for site plan approval to store buses outdoors.	Planning Commission tabled the request at the May 1, 2024 meeting until the applicant obtains all necessary variances and provides revisions to the site plan.
ZBA 24-04 34835 Utica Road SP 24-05 34835 Utica Road Meijer	Request for reduction of off-street parking spaces.	The variance for a parking reduction to 999 spaces was granted at the September 5, 2024 ZBA meeting. Meijer must also amend their site plan to reflect the removal of 80 parking spaces at the October 2, 2024 Planning Commission Meeting.



LOOKING FORWARD

- Sign Ordinance (Potential adoption in October)
- Full Zoning Ordinance Rewrite (End of 2025 – Early 2026)

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)