

MANISTEE CITY PLANNING COMMISSION

Meeting of Thursday, July 1, 2010

7:00 p.m. - Council Chambers, City Hall, 70 Maple Street,
Manistee, Michigan

AGENDA

I Call to Order

II Roll Call

III Approval of Agenda

At this time the Planning Commission can take action to approve the July 1, 2010 Agenda.

IV Approval of Minutes

At this time Planning Commission can take action to approve the May 6, 2010 meeting Minutes (there was no quorum for the June 3, 2010 meeting).

V Public Hearing

VI New Business

Manistee County Library, 95 Maple Street - Site Plan Review

A request has been received from the Manistee County Library, 95 Maple Street for a Site Plan Review to expand their parking lot.

At this time the Planning Commission could take action to approve/deny the request from the Manistee County Library for a Land Use Permit for expansion of the Parking Lot as submitted with site plan prepared by Nordlund & Associates, Inc, Job 9148-2 date April 2010.

VII Old Business

VIII Public Comments and Communications

At this time the Chair will ask if there are any public comments.

IX Correspondence



PLANNING AND ZONING
COMMUNITY DEVELOPMENT
231.398.2805
FAX 231.723-1546
www.ci.manistee.mi.us

MEMORANDUM

TO: Planning Commissioners
FROM: Denise Blakeslee 
DATE: June 23, 2010
RE: July 1, 2010 Planning Commission Meeting

Commissioners, we have the following items on the July 1, 2010 Planning Commission Agenda:

Manistee County Library, 95 Maple Street - Site Plan Review - A request has been received from the Manistee County Library, 95 Maple Street for a Site Plan Review to expand their parking lot.

There was not a quorum for the June 3, 2010 meeting, so we will need to approve the May 6, 2010 minutes. Copies were sent in your June meeting packet.

If you are unable to make the meeting please call or leave a message 398-2805.

djb



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MEMORANDUM

TO: Planning Commissioners

FROM: Jon R. Rose
Community Development Director

DATE: June 23, 2010

RE: Manistee County Library, 95 Maple Street - Site Plan Review

Commissioners, we have received a request from the Manistee County Library, 95 Maple Street for a Site Plan Review to expand their parking lot. A copy of the request is enclosed for your review.

Jim Johnson, Abonmarche, reviewed the plan and in a memo dated June 9, 2010 listed concerns with the site plan. On June 16, 2010 we received a response from Holly Mulherin, Nordlund & Associates that addressed Mr. Johnson's concerns along with new site plans.

On June 23, 2010 I reviewed the new Site Plan and response letter with Jim Johnson. Review of the plans showed that all of the concerns from the City Engineer have been addressed and that the site plan meets the requirements of the ordinance.

I will be out of town for the July 1, 2010 meeting and this memo serves as my staff report. I find no reason not to approve the request.

JRR:djb

Land Use Permit Application

Detailed Site Plan - Fee \$200.00

One copy of the completed application form for site plan review which shall contain at a minimum the following information (a narrative attachment is recommended in addition to the application form to sufficiently address all of the following items):

- Name, address and signature of applicant and property owner:
Name: Charles Haemker, Manistee County Library Executive Director
Address: 95 Maple Street, Manistee
Daytime Phone Number: 723-2519
- Legal description, property parcel number and street address of the subject parcel of property:
Legal description: The north 37 ft of Lot 4 and Lot 5 of G.W. Willards Sub of Blk 4+8 to the City of Manistee
Address of Project: 92 Poplar St Parcel Code # 51-51-476-701-09
+388 First St + 476-701-11
- Area of the subject parcel of property stated in acres, or if less than one (1) acre, in square feet.
8383 square feet
- Present zoning classification on parcel and on adjacent parcels: Central Business District
- Present and proposed land use: Library parking lot
- Applicant's statement of the expected effect on emergency service requirements, schools, storm water systems, automobile and truck circulation patterns and local traffic volume. The will be little or no impact, the project will provide area for 5 additional parking spots.
- A description of the proposed development and the land use proposed. Paving of 927 sq. ft of new asphalt and removal of 789 sq. ft of asphalt for parking lot.

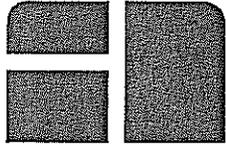
Finished Height of Project: N/A

By signing the application the applicant is authorizing City Staff permission to make site inspections as necessary. The undersigned affirms that the information included in this application is correct. Further if the request is approved, the applicant will comply with all of the requirements of the City of Manistee Zoning Ordinance and certifies that measures proposed to mitigate adverse impacts will be completed in a timely fashion.

Signature: Charles Haemker

Date: 6/18/10

OFFICE USE ONLY			
Zoning District: <u>C-3</u>	Set Back Requirements: _____	Height _____	Front _____
Date of Application: <u>6-18-10</u>	Water Front _____	Rear _____	Side _____
Fee/Receipt # <u>\$200.7/81495</u>	Notes: _____		
Approval: _____	Date: _____		



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361 First Street
Manistee, MI 49660
T 231.723.1198
F 231.723.1194
www.abonmarche.com

BENTON HARBOR, MI
SOUTH BEND, IN
FORTWAYNE, IN

MEMORANDUM

DATE: 6-9-10
TO: Jon Rose
FROM: James Johnson
RE: Manistee County Library Plan Review

Dear Jon:

We have conducted a plan review (dated April 2010) of the Manistee County Library as submitted by Nordlund & Associates, Inc. Please find below our comments.

- The plan illustrates existing spot grades with proposed contours for a small parking lot addition adjacent to Poplar Street. It is unclear how storm water runoff will be captured prior to entering the City Street. The applicant should identify how storm water will be directed in a manor as to not discharge into the City Street.
- Even though this is a small parking lot addition it is recommended that the Owner identify, through hydraulic calculations, storm water volumes from proposed hard surfaces. If existing storm sewer utilities are being utilized, supporting hydraulic calculations should be supplied.
- The proposed parking spaces illustrate markings into the drive lane of the existing approach. It is recommended that this area be reconfigured to allow for safe turning movements.
- There is a proposed parking space located directly adjacent to the existing sidewalk along Poplar Street. It is recommended that a reasonable buffer be placed between the adjacent parking spot and the sidewalk.
- It appears that there is proposed curbing along the south edge of the parking lot. The proposed contours don't clearly identify this. The applicant should identify their intent.

If you have any questions please feel free to contract me anytime.

Sincerely,

James P. Johnson, P.E.

NORDLUND & ASSOCIATES, INC.

Consulting Engineers & Surveyors since 1972

Holly A. Mulherin, P.E. * James T. Nordlund, Jr., P.E. * James T. Nordlund, Sr., P.E., P.S.
Victoria Heidelberg, Engineer*Noah Penn, Surveyor

June 16, 2010

Jon R. Rose
Community Development Director
City of Manistee
P.O. Box 358
Manistee, MI 49660-0358

Re: Manistee County Library
Parking Lot Expansion
N&A Job # 9148-2

Dear Mr. Rose:

I have received your letter dated June 11, 2010 and the engineering review comments from Jim Johnson and have the following responses:

- Enclosed is a copy of the site plan for the existing parking lot that was constructed in 2005. This project will be matching the existing grades for the parking lot. Any areas of the existing parking that currently drain into the City Street will continue to do so. This project does not propose to revise the existing parking lot. The construction drawings for the existing parking lot proposed the storm water to drain towards a catch basin in the northeast corner of the parking lot, the current survey topo confirms this.
- There will be no increase in storm runoff for the proposed project. The existing house that was on the lot where the proposed parking area will be constructed had an impervious roof area of 1485 s.f. The proposed parking area will have an impervious area of 927 s.f., in addition the project will remove 789 s.f. of existing asphalt pavement. This is a net decrease of 1347 s.f. of impervious area and a 0.11 cfs of runoff.
- The pavement markings for the new parking area have been revised to a length of 18 ft, this will revised the driving lane to 22 ft and prevent the markings from extending into the drive approach.
- The drawing has been revised to eliminate the proposed parking space adjacent to the sidewalk along Poplar Street.

813 E Ludington Ave.
Ludington, MI 49431
(231) 843-3485 (231) 843-7676 Fax
e-mail: ludington@nordlundandassociates.com

267 East River Street
Manistee, MI 49660
(231)723-6460 (231) 723-6643 Fax
e-mail: manistee@nordlundandassociates.com

Jon Rose
Manistee County Library Parking Lot Expansion

June 16, 2010
Page 2

- There is a general note that states that the perimeter of the parking area will have a 1 ft valley gutter and a detail of the 4" valley gutter is shown on sheet 2.

Enclosed please find a completed Land Use Permit Application, revised plans and a check for \$200.00 for review at the July 1, 2010 Planning Commission meeting. Please do not hesitate to contact me if you have any questions.

Very truly yours,

NORDLUND & ASSOCIATES, INC.

A handwritten signature in cursive script that reads "Holly A. Mulherin". The signature is written in black ink and is positioned above the printed name.

Holly A. Mulherin, P.E.

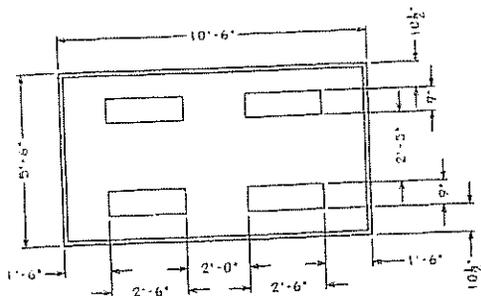
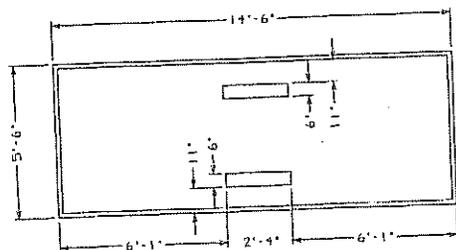
WATER ST

MAPLE ST

ROCK STAR

CONDUIT POSITION PLAN

— 6" SCHED 40 PVC - 160 LFT
— 1" SCHED 40 PVC - 950 LFT

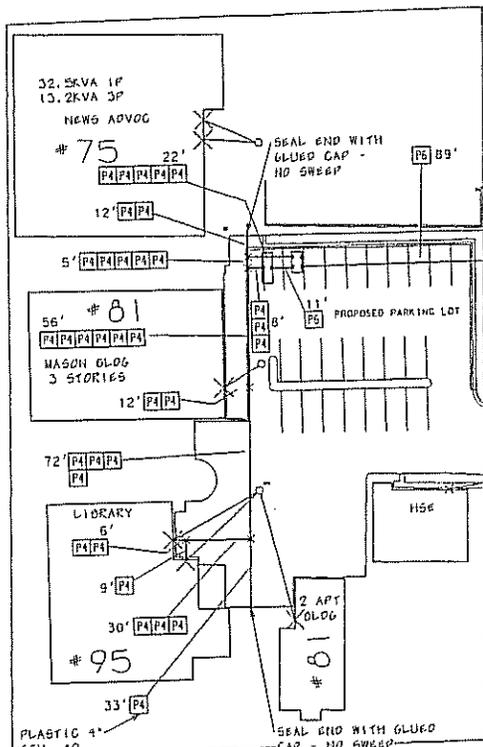


TRANSFORMER
PLAN VIEW OF FOUNDATIONS
NO SCALE

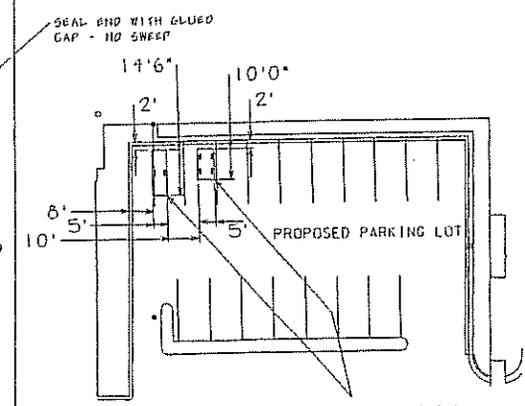
NOTES:

- PAD LOCATIONS AND TRANSFORMER FOUNDATION INFORMATION IS PROVIDED FOR TERMINATING CONDUIT RUNS AT PROPER LOCATIONS. UPWARD SWEEPS WITH 4" RADIUS MUST BE PROVIDED AND COMPLETELY SEALED WITH GLOBE CAPS 2" BELOW PARKING SURFACE.
- CONDUIT PLACEMENT MUST BE IN ACCORDANCE WITH CONSUMERS ENERGY. CONTACT BILL KELLEY AT CONSUMERS WITH ANY QUESTIONS, PH. 1-231-598-4240.

62.5KVA 3P
57.7KVA 1P



PLAN VIEW OF CONDUIT LAYOUT
NO SCALE



PLAN VIEW OF PAD LOCATION
NO SCALE

THIS SHEET IS FROM CONSUMERS ENERGY, WADETRM
PLAN SET SHEET 4 OF 4 WADETRM FILE NO. 25-4-9

1ST ST

MRA

- GAP CONDUIT ENDS & IF UNDERGROUND RECORD WITNESS POINTS FOR FUTURE LOCATING
- ALL CONDUIT SWEEPS *CORNERS* TO BE SCHEDULE 40 - 4" RADIUS SWEEPS WITH WELL TAMPED LIMESTONE MIX AT THEIR LOCATIONS
- CONDUIT SWEEPS TURNING UP AT EQUIPMENT & METER LOCATIONS MUST BE COVERED WITH APPROX 6" OF CONCRETE OVER MIN OF 50 PERCENT OF RADIUS IN THE TRENCH TO PROVIDE STABILITY WHILE PULLING WIRE.

UNDERGROUND LEGEND

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CONSTRUCTION CERTIFICATION

WELL WAS CONSTRUCTED AS ENGINEER OR CHANGED AS INDICATED.
ALL INFORMATION MUST BE RETURNED TO THE ENGINEER.

Signed: _____ in Charge of Work
Date: _____
MRS. G. J. JAMES

DATE: _____

95 MAPLE
MRA LIBRARY CONDUIT PLAN
1" SCHED 40 PVC - 160 LFT
1" SCHED 40 PVC - 950 LFT

PROJECT NO. 02774510
SHEET NO. 02774510-03
DATE: 08/20/2004

DESIGNER: _____
CHECKED: _____
DATE: _____

PROJECT NO. 02774510
SHEET NO. 02774510-03
DATE: 08/20/2004

PROJECT NO. 02774510
SHEET NO. 02774510-03
DATE: 08/20/2004

FOR INFORMATION ONLY!

