

City of Southgate

PLANNING COMMISSION AGENDA

WEB MEETING @ <https://us02web.zoom.us/j/82191539121>

CALL-IN @ + 1-312-626-6799 Passcode: 821 9153 9121

Monday, April 12, 2021

7:00 p.m. – Informal Planning Commission/Work Study Meeting – (Zoom)

7:30 p.m. – Regular Planning Commission Meeting – (Zoom)

A. Roll Call: Anderson, Biskner, Charney, Crawford, Furgeson, Gawlik, Godbout, Henegar, Labadie

B. Minutes: 1) Minutes of Planning Commission Meeting dated January 11, 2021
2) Minutes of Informal Planning Commission Meeting dated January 11, 2021

C. Persons and/or Petitioners: Ms. Isantou Whitfield

D. Public Hearings: Applicant is requesting special conditional use in order to redevelop a former Church/Witness Hall to a “child daycare facility @ 11355 Reeck Rd.

E. Officials’ Reports:

F. Correspondence:

G. Old Business:

H. New Business:

Adjournment:

mg
3-19-2021

Next Meeting: 5/10/2021

City of Southgate
Planning Commission Informal Meeting

January 11, 2021

This meeting of the Planning Commission was held as a ZOOM Meeting on Monday, January 11, 2021 and called to order by Chairman Ed Gawlik, at 7:00 p.m.

PRESENT: Leticia Crawford, Ed Gawlik, Patricia Anderson, David Furgerson, Joe Charney, Barbara Biskner, Marie Henegar

ABSENT: Chad Godbout, Scott Labadie

ALSO PRESENT: Plan Consultant John Enos, City Attorney Ed Zelenak, City Administrator Dustin Lent, Council Member Karen George

There will be a Public Hearing at the request of Rich Oliver for 1-acre rezoning of part of the Michigan Vehicle Solutions site located at 16600 Fort Street. The MVS site is currently conditionally zoned M-1, Light Industrial Research. The applicant is now intending to split off a 1-acre parcel fronting Fort Street, to C-2 to allow for the development of a new car wash facility. The proposed car wash is consistent with the Master Plan and Future Land Use and we recommend approval of the rezoning.

Mr. Chris Maragos, owner of proposed car wash, is very excited to bring this into the city. He has put a lot of time and effort into this project. It will be a new design with the best equipment and many perks.

The election of Chairman, Vice Chairman and Secretary will be held for the year 2021. Along with the adoption of 2021 meeting dates and times, appointment of Planning Consultant for 2021, Delegate Commission Chairman or Commission Secretary to set public hearings and the continuing use of the By-Laws for 2021.

The meeting ended at 7:26 p.m.

City of Southgate
Planning Commission Meeting

January 11, 2021

This meeting of the Planning Commission was held as a ZOOM Meeting on Monday, January 11, 2021 and called to order by Chairman Ed Gawlik, at 7:30 p.m.

PRESENT: Leticia Crawford, Ed Gawlik, Patricia Anderson, David Furgerson, Joe Charney, Barbara Biskner, Marie Henegar

ABSENT: Scott Labadie, Chad Godbout

ALSO PRESENT: Plan Consultant John Enos, City Attorney Ed Zelenek, Council Member Karen George, City Administrator Dustin Lent

Minutes:

The first order of business is approval of the minutes from the November 9, 2020 Planning Commission meeting.

Moved by Anderson, supported by Charney, that the minutes of the Planning Commission Meeting dated November 9, 2020 be approved. MOTION APPROVED UNANIMOUSLY.

Persons and/or Petitioners:

None.

Public Hearings:

1. Rezoning of property @ 16600 Fort St. from M-1 Light Industrial to C-2 General Business as requested by Rich Oliver. (PC 03-2020)

Public notices were sent out.

Moved by Anderson, supported by Charney, to open the Public Hearing. MOTION APPROVED UNANIMOUSLY.

Plan Consultant Enos stated the applicant is requesting a 1-acre rezoning of part of the Michigan Vehicle Solutions site located at 16600 Fort Street. The MVS site is currently conditionally zoned M-1, Light Industrial Research in order to allow for the approved company that retro-fits vehicles. As the Planning Commission is aware, the previously approved this facility for only this type use. The applicant is now intending to split off a 1-acre parcel fronting Fort Street, the location of the former used car sales office and now MVS to C-2 to allow for the development of a new car wash facility.

The proposed car wash is consistent with the Master Plan and Future Land Use and we recommend approval of the rezoning.

Mr. Chris Maragos, owner of proposed car wash, is very excited to bring this into the city. He has put a lot of time and effort into this project. It will be a new design with the best equipment and many perks.

No public comments were received.

Moved by Charney, supported by Crawford, to close the Public Hearing. MOTION APPROVED UNANIMOUSLY.

Moved by Anderson, supported by Henegar, to recommend City Council approve the request by Rich Oliver to rezone property at 16600 Fort St. from M-1 Light Industrial to C-2 General Business. (PC 03-2020) MOTION APPROVED UNANIMOUSLY.

Officials' Report:

None.

Correspondence:

None.

Old Business:

None.

New Business:

1. Election of Officers for 2021.

Election of Chairman for 2021

Moved by Anderson, supported by Charney, to nominate Ed Gawlik to serve as Chairman of the Planning Commission for the year 2021, and having no other nominations for Chairman, Ed Gawlik is hereby elected to serve as Chairman of the Planning Commission for the year 2021. MOTION APPROVED UNANIMOUSLY.

Election of Vice Chairman for 2021

Moved by Charney, supported by Crawford, to nominate Patricia Anderson to serve as Vice Chairman of the Planning Commission for the year 2021, and having no other nominations for Vice Chairman, Patricia Anderson is hereby elected to serve as Vice Chairman of the Planning Commission for the year 2021. MOTION APPROVED UNANIMOUSLY.

Election of Secretary for 2021

Moved by Charney, supported by Anderson, to nominate Leticia Crawford to serve as Secretary of the Planning Commission for the year 2021, and having no other nominations for Secretary, Leticia Crawford is hereby elected to serve as Secretary of the Planning Commission for the year 2021. MOTION APPROVED UNANIMOUSLY.

3. Adoption of 2021 Meeting Dates and Times

Moved by Crawford, supported by Furgerson, that the Planning Commission adopts the scheduled meeting dates and times as presented, for the year 2021. The meetings will be held in January, March, May, July, September and November. If additional meetings are required they will be scheduled accordingly. MOTION APPROVED UNANIMOUSLY.

4. Appointment of Planning Consultant for 2021

Moved by Charney, supported by Anderson, that the Planning Commission recommends to City Council that the firm Carlisle/Wortman Associates, Inc. 117 North First Street Suite 70, Ann Arbor, MI 48104, be retained as the Planning Consultant Firm for the City of Southgate, for the year 2021. MOTION APPROVED UNANIMOUSLY.

5. Delegate Commission Chairman or Commission Secretary to set Public Hearings

Moved by Anderson, supported by Crawford, that the Planning Commission accepts the Delegate Commission Chairman or Commission Secretary in his absence to set Public Hearings as directed by the Building Official. MOTION APPROVED UNANIMOUSLY.

6. Adoption of By-Laws 2021

Moved by Charney, supported by Anderson, that the Planning Commission accepts the City of Southgate Planning Commission By-Laws and Rules of Procedure as defined in the August 8, 2011 meeting. MOTION APPROVED UNANIMOUSLY.

Adjournment:

Moved by Charney, supported by Anderson, that this meeting of the Planning Commission be adjourned at 7:55 p.m. MOTION APPROVED UNANIMOUSLY.

Ed Gawlik
Chairman, Planning Commission
as

RETURN TO:

Clerk's Office
City of Southgate
14400 Dix-Toledo
Southgate, MI 48195

Form No. 01

Case No. PC 001-2021Date Received 2-23-2021

CITY OF SOUTHGATE APPLICATION FOR PLANNING COMMISSION REVIEW

Concerning a request to be heard before the Southgate Planning Commission on the following:

TO BE COMPLETED BY THE APPLICANT:

Owner/Applicant	Agent
Name <u>Isaton Whitfield</u>	Name _____
Address <u>13924 Woodmontae</u>	Address _____
<u>Detroit</u> <u>MI</u> <u>48227</u>	_____ (City) (State) (Zip)
Telephone <u>313-818-7702</u>	Telephone _____

Information regarding the site:Street Address: 11355 Reek Rd Southgate MI 48195Major Cross Streets: Goddard and Allen Rd.Parcel / Lot No.: CHURCHAcreage: 2.0 Dimensions of Parcel / Lot: LEFT 477'
RIGHT 490' Frontage: 150' REAR 211'Current Zoning (please circle): RE R-1 R-1A R-1B (RM) RO C-1 C-2 C-3 M-1 MH PD P-1Current Use: RM CHURCH**Requested action:**☐ Rezoning

Requested District: _____

☒ Conditional Use ApprovalRequested Use: CHILD DAYCARE☒ Site Plan Review☐ Plat Review☐ Other
Please Specify _____

Information regarding request:

I hereby request a hearing before this body to:

(Please supply detailed information. For example, why you are requesting the proposed action, a complete description of the project, how the request is compatible with adjacent land uses and zoning districts, how the request is in compliance with the goals, policies, and future land use plan of the City of Southgate Master Plan, any information you feel is pertinent to your application, etc. Feel free to attach additional documents to this application if it will help describe your project or if you need more room than is provided below.)

SEE ATTACHED STATEMENT, and Drawings

A SKETCH CLEARLY DEPICTING THE REQUEST MUST BE ATTACHED TO THIS APPLICATION FOR IT TO BE VALID. FOR SITE PLAN REVIEW, A SITE PLAN MEETING THE REQUIREMENTS OF SECTION 1298.07 MUST BE ATTACHED.

The Applicant / Agent must appear before the Planning Commission on FEBRUARY 12, 2021
(Date)

THE OWNER OF THE PROPERTY DESCRIBED ON THIS APPLICATION AND THAT ALL STATEMENTS HEREIN AND IN THE DOCUMENTS SUBMITTED ARE TRUE.

Signature - Owner / Agent: Charles M. Arch Date: 2-12-2021

To review your application properly, Planning Commission members may need access to the property in question. Please initial if permission is given for property access. INITIALS CM

Fees must be paid at the same time this application is submitted to the City.

OFFICE USE:

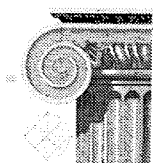
Date Received: _____

Received By: _____
(Staff's Name)

Fee Charged: _____

Check No.: _____

Receipt No.: _____



MGI McCRARY GROUP, LLC.

20433 KLINGER DETROIT MICHIGAN 48234
313.333.4031 PHONE 313.368.3069 FAX

Friday, February 12, 2021

Planning Commission Application:

City of Southgate
14400 Dix-Toledo
Southgate, MI 48195

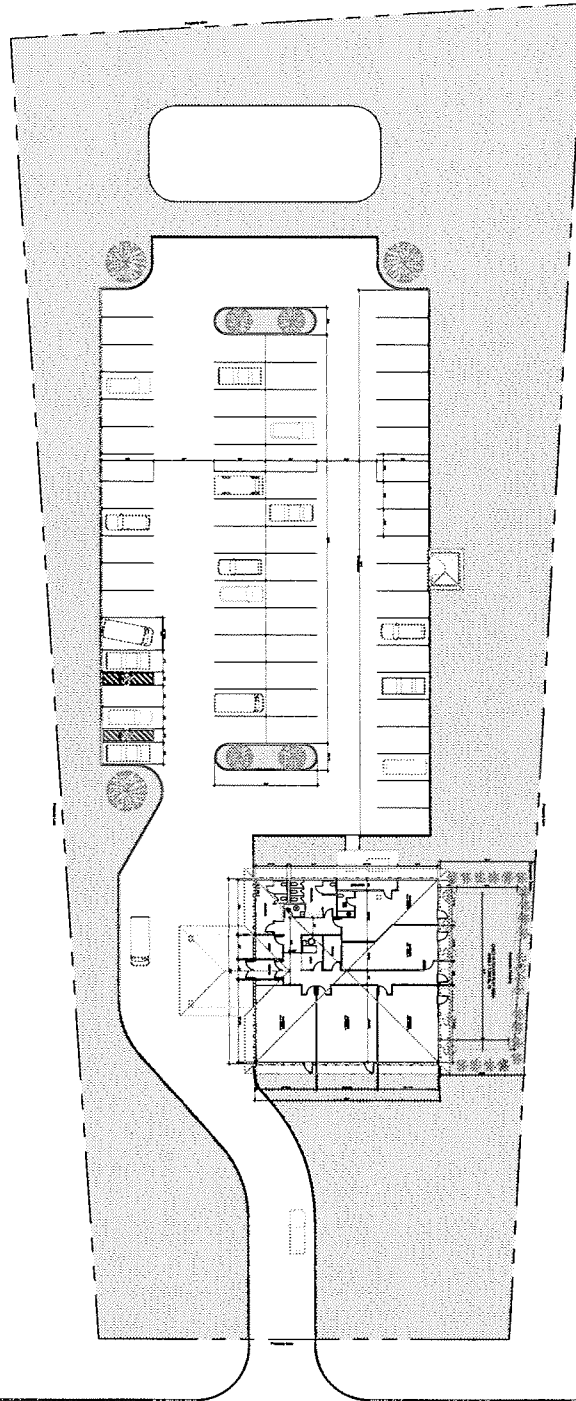
This proposed use is for a Child Daycare Center for infant, preschool, school age kids. The existing facility use is a church as it was originally designed. Current zoning is RM Multiple-Family Residential Districts, the Uses Permitted Subject to Special Condition allows for Child Care Centers. The existing building footprint of approximately 4,400 sq. ft. will remain unchanged. This new development is proposed to have an outdoor gated and tree lined enclosure secured kids play area. The new facility will have 5 classrooms of a 1-hour fire rated corridor with 45-min. rated pocket classroom doors and with each room having individual exit door from the classroom to the exterior. The property zoned M-1 on the east separated by a parking lot is light industrial facility specializing in fabrication services and design technologies.

Sincerely,

Charles McCrary

Charles McCrary/Architect
McCrary Group, LLC.,
Charles@mccrarygroup.com
313.333.4031 direct

ARCHITECTURAL SITE PLAN
SCALE: 1" = 20'-0"



WHITFIELD CHILD DAYCARE

11355 Reeck Rd.
Southgate, Michigan 48195

McCrary Group, LLC.
Architectural Design & Engineering
charles@mccrarygroup.com
p: 313.333.4091

DATE

February 9, 2021

SCALE: AS NOTED

1 OWNER'S REVIEW CM 02-01-2021

REV DESCRIPTION
DRAWN

BY DATE

CHECKED
CEM

PROJECT MGH PROJECT NO 01 23 2021

Whitfield Child Daycare

DRAWING TITLE

ARCHITECTURAL SITE PLAN

DRAWING NO

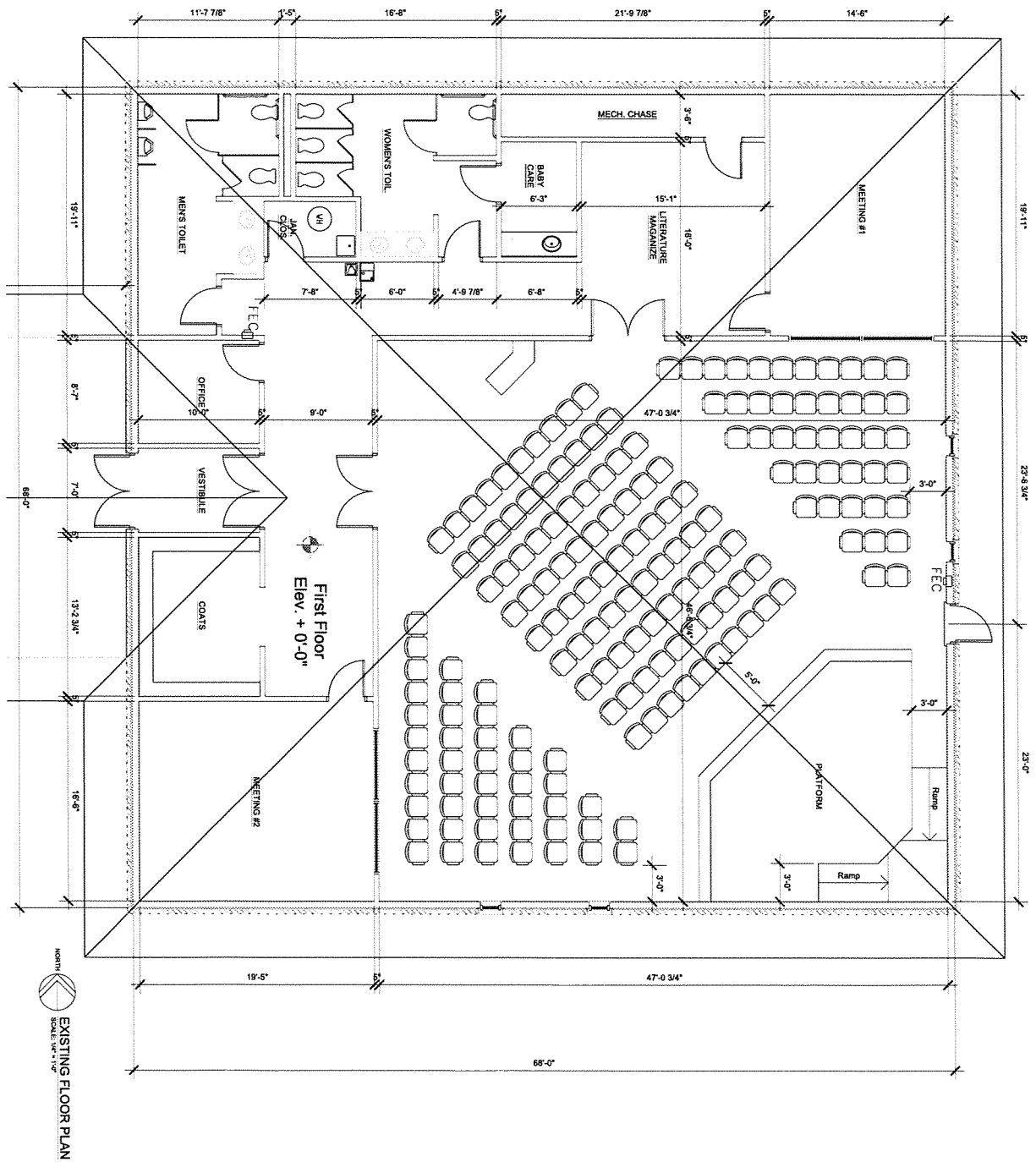
C1-01

REVISION NO.



FILE NAME: 20210209

SUPERSEDES ALL PRINTS BEARING PREVIOUS REVISION NUMBER





WHITFIELD CHILD DAYCARE
 11355 Reock Rd.
 Southgate, Michigan 48195
McCrory Group, LLC.
 Architectural Design & Engineering
 cmcrory@mcocrorygroup.com
 p: 313.333.4031

1	OWNER'S REVIEW	CM	02-01-2021

REV	DESCRIPTION	BY	DATE
DRAWN		CHEKED	
		CEM	

PROJECT: **Whitfield Child Daycare**
 MS PROJECT NO: 01 23 2021
 DRAWING TITLE: **EXISTING FLOOR PLAN**
 DRAWING NO: **A1-01**
 REVISION NO. 1

DATE: February 9, 2021

SCALE: AS NOTED

FILE NAME: _____

Sheet: _____

SUPERCEDES ALL PRINTS BEARING PREVIOUS REVISION NUMBER



Carlisle | Wortman
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

Date: March 12, 2021

SPECIAL CONDITIONAL USE
SITE PLAN
REVIEW ANALYSIS
City of Southgate

Applicant: Isaton Whitfield

Property: 11355 Reeck Road

Current Zoning: RM, Multiple Family Residential

Action Requested: Use Subject to Special Conditions Section 1278.03

DESCRIPTION

The applicant is requesting special conditional use in order to redevelop a former Church/Witness Hall to a "child daycare facility". The internal structure of the building will be totally redeveloped and meet all State and Federal requirements for infant children, preschool-aged, and school-aged kids.

The existing building is 4,400 square feet and the exterior will be left primarily unchanged. The building faced; all brick meets Ordinance requirements. This new development is proposed to have an outdoor gated and tree-lined enclosure secured kids play area. The new facility will have five (5) classrooms with 1-hour fire rated corridors fire rated classroom doors and with each room having an individual exit door from the classroom to the exterior.

The property is in the RM, Multiple Family Residential District which allows for a child daycare facility as a special conditional use. The property zoned M-1 to the south separated by a parking lot is a light industrial facility specializing in fabrication services and design technologies.

PROPERTY BACKGROUND

All utilities are available. The access and parking will remain the same.

Subject Site	
Current Use	Church (Closed)
Master Plan Recomend Use	Multiple Family Residential

PROJECT LOCATION



ADJACENT PROPERTIES

All parcels in the immediate vicinity that front Reeck Road near the site are zoned and used for industrial and residential uses. Adjacent zoning and land use to the subject property are listed below:

Adjacent Properties		
	Existing Use	Zoning
North	Multi-Family Housing	RM, Multiple Family Residential
South	Industrial	M-1, Light Industrial
East	Vacant / Railroad	M-1, Light Industrial Hotel Overlay District
West	Multi-Family Housing Religious Institution	RM, Multiple Family Residential

AREA, WIDTH, HEIGHT, SETBACKS

As proposed, no building additions are proposed that would impact bulk regulations. The applicant should be aware that any future additions would have to meet all setback and other requirements for building locations.

Items to be addressed: None.

BUILDING LOCATION AND SITE ARRANGEMENT

The building location is reasonable and appropriate. We expect the use will operate at least five (5) days per week, with peak hours being drop-off in the morning and pick-up in the evening of kids.

Items to be Addressed: Fire Department review of access and circulation, especially for small buses and garbage trucks. Vitrally important due to kids being on site most of the day.

PARKING, LOADING

REQUIRED: Per Zoning Ordinance Section 1292.02, Child Daycare Facilities. One space for each 350 feet of usable floor area. $(4,400 / 350 = 13)$

TOTAL REQUIRED ORDINANCE = 13 spaces

PROVIDED: 67 spaces.

Because the use was formally a church there is a glut of over 50 spaces of unnecessary parking for a child daycare facility use. We are concerned much of this parking due to non-use will fall into disrepair. In addition, the ADA spaces should be moved closer to the entrance. The applicant and City should discuss this parking area in detail.

Items to be Addressed: 1.) Consider removing and replace with greenspace as many unnecessary parking spaces as possible. 2.) Reconfigure ADA spaces closer to entrance.

PEDESTRIAN CIRCULATION

Existing sidewalks will remain along Reeck Road. An existing pedestrian walkway is connecting the building to the parking lot. We do recommend stop signs and pedestrian crossing markers at the canopy (drop-off/pick-up) area for pedestrian safety.

Items to be Addressed: Provide stop or yield signs and pedestrian crossing markers at the canopy (drop-off/pick-up) area for pedestrian safety.

LANDSCAPING, FENCING, SCREENING

The plan proposes to have an outdoor gated and tree-lined enclosure for a 1,200 square foot secured kids play area. The applicant has proposed 18 evergreen trees, 5 deciduous trees, and 4 large shrubs to screen the play area from the adjacent industrial property to the south. Applicant should clarify which species of trees are to be planted. Much of the landscaping remains that was part of the church site. We question if all existing and proposed landscaping will be irrigated. Applicant should also add Exterior Equipment Screening to the rear of the building.

The applicant should clarify what materials the perimeter fence is made. The height must also be specified.

Items to be Addressed: 1) Add Exterior Equipment Screening to the rear of the building. 3.) Clarify fencing.

LIGHTING

A lighting plan is not provided. However, the applicant should clarify whether the current lighting will stay in place.

Items to be Addressed: *Clarify lighting plan.*

SIGNS

Signs will be reviewed and approved by the Building Department.

Items to be Addressed: *Provide a signage plan to the Building Department.*

FLOOR PLAN AND ELEVATIONS

Floor plans have been provided and are reasonable and appropriate. Much of the building will remain the same. The interior of the building will be where the majority of the renovations will happen. The sanctuary will be renovated into 3 classrooms. Additional classroom will be added to replace the meeting rooms of the old church.

Items to be Addressed: *None.*

SPECIAL CONDITIONAL USE STANDARDS

Conditional uses such as this proposed senior project should meet following and be subject to review and approval of a site plan by the Planning Commission:

- A. Will be harmonious, and in accordance, with the objectives and regulations of this ordinance.
The proposed child daycare facility project meets the intent of the Ordinance.
- B. Will be compatible with the natural environment and existing and future land uses in the vicinity.
The design and architecture of the building, together with the landscaping will make the site compatible with the area.
- C. That the proposed use will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage ways, refuse disposal, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such service.
All public services are already in place and in working order.

D. That the proposed use will not be detrimental, hazardous, or disturbing to existing or future neighboring uses, persons, property or the public welfare.

Reeck Road is a busy corridor and the uses proposed will be compatible and harmonious with adjacent residential and industrial uses.

E. That the proposed use will not create additional requirements at public cost for public facilities and services that will be detrimental to the economic welfare of the community.

None expected.

F. Will be compatible with the City's adopted Land Use Plan and consistent with the intent of this ordinance and of the zoning district in which located.

The City Master Plan calls for this site to be Residential.

G. That the proposed use will meet all specific standards or regulations set forth in this ordinance.

Upon addressing the issues contained within this analysis the use will meet ordinance requirements.

SUMMARY OF ITEMS TO BE ADDRESSED BY APPLICANT

We recommend approval of the use subject to special conditions and site plan conditional upon the following being addressed to the satisfaction of the Planning Commission.

1. Fire Department review of access and circulation, especially for small buses and garbage trucks. Vitally important due to kids being on site most of the day.
2. Consider removing and replace with greenspace as many unnecessary parking spaces as possible.
3. Reconfigure ADA spaces closer to entrance.
4. Add Exterior Equipment Screening to the rear of the building.
5. Clarify fencing.
6. Clarify lighting plan.
7. Provide a signage plan to the Building Department