

City of Southgate

PLANNING COMMISSION AGENDA

Monday, May 9, 2022

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

7:30 p.m. – Regular Planning Commission Meeting

A. Roll Call: Anderson, Biskner, Clark, Crawford, Gawlik, Godbout, Henegar, Jerry Orman, Yoos

B. Minutes: 1) Minutes of Planning Commission Meeting dated March 14, 2022
2) Minutes of Informal Planning Commission Meeting dated March 14, 2022

C. Persons and/or Petitioners:

D. Public Hearings: Applicant is requesting Site Plan Approval for a Drive-thru fast food restaurant Captain Jay's @ 14550 Fort St.

E. Officials' Reports:

F. Correspondence:

G. Old Business:

H. New Business:

1. Election of Officers for 2022
2. Adoption of 2022 meeting dates and times
3. Appointment of Planning Commission Consultant for 2022
4. Delegate Commission Chairman or Commission Secretary to set public hearings
5. Adoption of By-Laws 2022

Adjournment:

mg
05-03-2022

Next Meeting: 7/11/2022

City of Southgate

2022

PLANNING COMMISSION MEETINGS

Meetings held in the Council Chambers
On the **second** Monday bi-monthly @ 7:30 p.m.
(Special Meetings may be necessary)

January 10

March 14

May 9

July 11

September 12

November 14

1/5/2021

RETURN TO:

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

Form No. 01

Case No. PC 002-22Date Received 3.24.2022

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:

Sheik@captainJays.net JAYS.
** INVOICES @ Captain Jays.net **

Owner/Applicant	Agent
Name <u>Abdallah Sheik</u>	Name _____
Address <u>2657 S. Telegraph Rd.</u>	Address _____
<u>Dearborn</u> <u>Mi.</u> <u>48124</u>	
(City) (State) (Zip)	(City) (State) (Zip)
Telephone <u>(313) 281 4006</u>	Telephone _____

Information regarding the site:Street Address: 14550 Fort StreetMajor Cross Streets: Mercier and Veronica StreetParcel / Lot No.: 239 thru 248Acreage: 0.487 Dimensions of Parcel / Lot: 212.03' x 100' Frontage: 68'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: vacant (former restaurant (Pizza Hut))**Requested action:**☐ Rezoning

Requested District: _____

☐ Conditional Use ApprovalRequested Use: DRIVE THRU RESTAURANT☒ Site Plan Review☐ Plat Review☐ Other

Please Specify _____

Information regarding request:

I hereby request a hearing before this body to:

APPROVE A DRIVE-THRU RESTAURANT ON THE SITE OF THE FORMER PIZZA HUT

(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.)

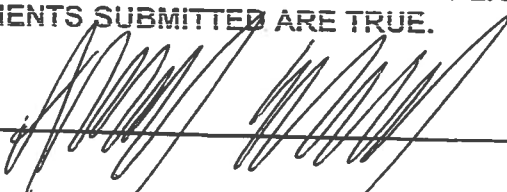
**The site is composed of a former Pizza Hut restaurant
with parking that occupies the most of the balance of the site.**

**The proposal is to convert the existing building into a Captain
Jays drive-thru restaurant which would require fewer parking
spaces. This will allow adding landscaping along Mercier and
at the north-east area along Veronica Street. Vehicles lined
up at the drive-thru window will be screened from Fort Street with
a brick wall and a continuous shrub row along the length of the
wall. Landscaping will be enhanced at the east and west elevations
of the building as well. Landscaping will cover 17% of the lot
area.**

**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 March 21st, 22
(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:  Date: 03/21/22

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 _____

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.: _____

City of Southgate

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Adjournment:

mg
04-11-2022

Next Meeting: 7/9/2022



Carlisle | Wortman
ASSOCIATES, INC.

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

Date: 5/1/2022

Special Use Site Plan Review For City of Southgate, Michigan

Applicant: Abdallah Sheik
Project Name: Captain Jays
Location: Between Mercier and Veronica Street, off Fort Street
Current Zoning: C-2, General Business
Plan Date: March 24, 2022
Action Requested: Site Plan Approval

PROJECT AND SITE DESCRIPTION

An application was received to develop a drive-through restaurant, Captain Jay's Fish & Chicken. The 0.487-acre subject site was previously a Pizza Hut and is currently vacant. The site is located between Mercier & Veronica Street and west of Fort Street in the C-2, General Business district. Fast-food and drive through establishments are a permitted special use in the General Business District, per Section 1278.03 of the City of Southfield Zoning Ordinance. Similar establishments are within proximity to subject site. The proposed building area is approximately 2,500 square feet with 1,100 square feet of usable floor space. Site will be accessed from Fort Street only. Parking lot will include twenty-one (21) parking spaces and ten (10) additional stacking spaces for a single-lane drive-through. Application notes drive-through will be screened from Fort Street via a brick wall and continuous shrub placement along the length of the wall.

Figure 1. Aerial Image of Subject Site

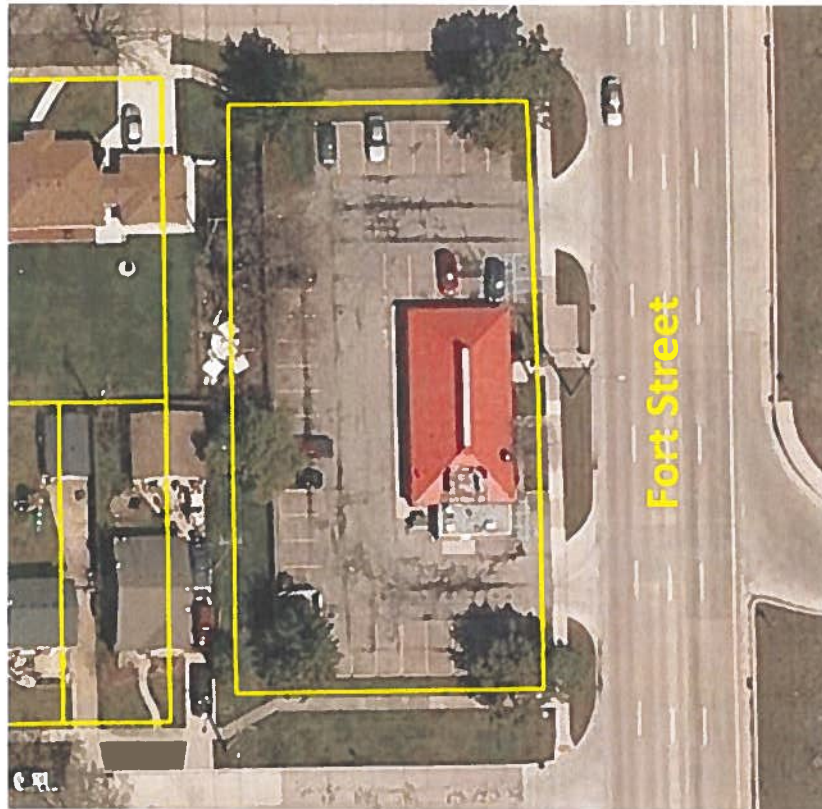


Table 1. Zoning and Existing Land Use

Direction	Zoning	Existing Use
Subject Site:	General Commercial	Vacant
North	General Commercial	Subway & Biggby Coffee
South	General Commercial	Citizen's Bank
East	Right-of-way	Fort Street
West	R-1B One Family Residential	Residential Neighborhood

The above information is required on the Plan Drawings for site plan approval, per Section 1298.07(g)(3). This information was not provided.

MASTER PLAN

The City of Southgate Master Plan has designated the subject site for both present and future uses as General Commercial. This land use category includes the land area occupied by uses providing retail and service facilities that accommodate general shopping needs, as opposed to day-to-day convenience needs. Also included in this category are multiple-tenant shopping centers and strip malls. (See table below for existing and future land use as outlined in the Master Plan.) A fast-food establishment is permitted in this district under two conditions:

- Shall be located at least 500 feet from any public or parochial school or public library.

- Shall front directly upon and have direct access to a major thoroughfare as designated in the City's Master Plan.

The proposed development meets both criteria. The closest school is St. Pius Catholic School at approximately 4,100 feet to the northwest. Additionally, there is direct access to Fort Street right-of-way via proposed access drive and curb cut.

AREA, WIDTH, HEIGHT, SETBACKS

Bulk regulations submitted in site plan are outlined in Table 2 below, as shown on Sheet C1:

Table 2. Bulk Regulations Schedule, Section 1298.01

	Required / Allowed	Provided	Complies with Zoning Code
Lot Area	Based on Parking & Setbacks	0.487 ac	Complies
Lot Width	Based on Parking & Setbacks	212.03'	Complies
Setbacks			
Front	25 feet	13'-8"	Does not Comply
Front Parking	10 feet	3'-8"	Does not Comply
Side	10 feet	20' (west) 0' (east)	Does not Comply
Rear	20 feet	0'	Does not Comply
Lot Coverage	Based on Parking & Setbacks	--	--
Building Height	40 feet	35'-9"	Complies
Building Height	2 stories	1 story	Complies

Items to be Addressed: Side yard setbacks do not meet requirements, however are permitted as a legal non-conforming use.

NATURAL RESOURCES

The site is generally flat as it was paved from a previous occupant. It lacks any natural resources or green space. The site is located in a developed area and not within any environmentally sensitive areas.

Items to be Addressed: None.

BUILDING LOCATION AND SITE ARRANGEMENT

Original development appears to be noncompliant with front yard setback within current zoning code. We ask the planning commission to take this into consideration when deliberating on the renovation of the existing building into a new restaurant.

Section 1298.07 requires all dimensions between buildings to off-street parking as well as off-street parking to property line dimensions. These were not shown on the site plan. Other than the western side twenty (20) foot setback, applicant does not show any space between the property lines and off-street parking. These are considered critical site dimensions within the Zoning Code that must be provided.

Items to be Addressed: 1. Existing building is noncompliant with setback requirements. 2. Dimensions required for site plan review were not shown.

SITE ACCESS AND CIRCULATION

Site Access: Proposed development will be accessed from Fort Street via two existing curb cuts. Fort Street is a two hundred four-foot right-of-way and serves as a major thoroughfare through the city. Access drive widths and curb radii not shown on site plan.

Circulation: Site plan shows a one-way traffic flow around the perimeter of the proposed building.

Because this is an automobile-oriented use, circulation is of utmost consideration. While the building has been designed to allow circulation in a roundabout fashion around the building, we are concerned with the proximity of the accessible parking spaces to exiting vehicles and the possibility of being blocked during peak hours. Vehicles parked in the spaces or trying to enter them will be unable to if cars have lined up for the drive-through.

Sidewalks: Per section 1248.08, *Sidewalks of not less than five feet in width and four inches in thickness, located one foot from a right-of-way line, shall be constructed on both sides of a street and on all side and cross streets, in full conformity with the current specifications of the City Engineer. Sidewalks of not less than six feet in width shall be constructed in front of all business frontage.*

Sidewalks are shown on the site plan however, a pedestrian access point was not. From the current design, pedestrians would have to cross the parking lot to access the building. We ask the applicant to consider installing an opening and crosswalk for safer access from the Fort Street sidewalk.

Items to be Addressed: 1. Show sidewalk widths. 2. Consider adding a point of access for pedestrian traffic.

PARKING & LOADING

Parking: Parking is indicated as occupying the north and east portions of the site. Calculations have been provided on sheet C-1. Per Section 1292.03, *parking spaces are required to be ten (10)*

feet wide by nineteen (19) feet and have a twenty-two (22) foot maneuvering lane. Parking space and maneuvering lane dimensions are not shown. Per manual calculations, parking spaces appear to be approximately nine (9) feet wide and twenty feet long thus, they are just short of required dimensions.

Barrier-free parking is shown at eight (8) feet in width with a five (5) foot space between. Michigan Accessible parking requirements allow van- accessible spaces to be eight (8) feet wide however, the access aisle must also be eight (8) feet wide. Aisle shown is five (5) feet wide.

Based on a 1,100 usable space square foot drive-through restaurant with seating, Section 1292.02 of the Zoning Ordinance requires 1one (1) space per seventy-five (75) square feet of usable space. Table 3 outlines parking standards below:

Table 3. Parking Requirements	Required	Provided
Drive-through restaurant with seating	15	19
Stacking (10 spaces for the drive-through area)	10	10
Barrier Free	2	2
Loading (per section 1292.04(c))	1	0

Loading: Section 1292.04(b) *requires that a loading area be provided in the rear yard at a ratio of ten (10) square feet for each front foot of building.* Loading space was not provided or clarified on site plan. We ask that the applicant please clarify where loading area is intended and dimensions of said area.

Items to be Addressed: 1. Show parking & maneuvering space dimensions 2. Widen parking spaces and van-accessible aisle 3. Clarify where loading area is intended for placement.

LANDSCAPING

Section 1298.09 outlines landscaping requirements. Landscaping is shown on sheet C1. Details, including a maintenance plan, were not provided or shown.

Landscaping: A twenty (20) foot landscape setback between the west parking lot.

Screening: Applicant shows screening along Fort Street right-of-way via brick wall and shrubs. Per section 1298.09(b): *Whenever a landscape planting screen is required under this Zoning Code, a detailed planting plan of such screen shall be submitted to and approved by the Planning Commission prior to the issuance of a building permit. The planting plan shall indicate, to scale, the location, spacing, starting size and description for each unit of plant material proposed for use within the required screening area.*

Additionally, screening is required between uses such as the C-2 district and the abutting residential neighborhood, per standards in Section 1298.13. Site plan does not show screening between uses.

Refuse Containers: Refuse details or location was not shown. What appears to be a refuse container is in the northwest corner however, we ask applicant to clarify dimensions, details, and location.

Items to be Addressed: 1. Provide screening details. 2. Screening required between residential district. Submit refuse details.

LIGHTING

Light fixture height or details are not shown.

Per Section 1298.10(b), *Outdoor lighting poles or standards shall not exceed the maximum height limitation of the district in which they are located, except that no lighting pole or standard shall exceed twenty feet in height when located on land adjacent to a Residential District.*

This development is west of a residential district. Outdoor lighting in any district shall be directed toward and confined to the ground areas of laws or parking lots. No cut sheets of lighting were provided to verify down shielding of proposed exterior lighting.

Items to be Addressed: 1. Provide cut sheet details of proposed lighting for verification. 2. Show fixture dimensions.

SIGNS

No signs or details were shown on site plan. Per Section 1298.07, this is required for site plan approval. Any proposed signs must be in accordance with Section 1298.18.

Items to be Addressed: 1. Provide all sign details.

UTILITIES/STORMWATER MANAGEMENT

Utilities and stormwater management is not shown.

Items to be Addressed: 1. Show utility easements. 2. Show stormwater detention plan.

EXTERIOR ELEVATIONS/FLOOR PLANS

Floorplan and elevations are not shown.

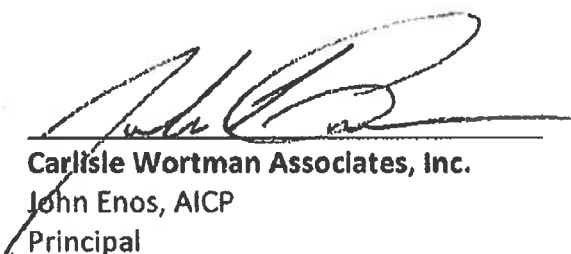
Per section 1298.57, *To ensure that proper and effective attention will be given to the visual appearance of both residential and nonresidential buildings, whenever in this Zoning Code reference is made to this section or to Section 1268.04(a), all exterior building walls of all new principal buildings shall consist of the same uniform exterior building wall finish materials as the front wall of the principal building(s). All such materials used shall be recognized by the Building Department as finish materials.*

Items to be Addressed: 1. Submit exterior elevations and floor plan.

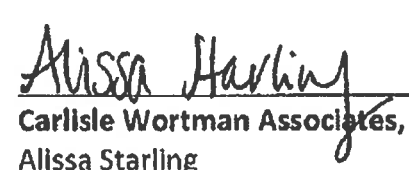
RECOMMENDATIONS

We ask the planning commission to postpone decision under the condition that all the following discrepancies are addressed prior to site plan approval or conditions are met:

1. *Side yard setbacks do not meet requirements.*
 2. *Existing building is noncompliant with setback requirements.*
 3. *Dimensions required for site plan review were not shown.*
 4. *Show parking & maneuvering space dimensions.*
 5. *Widen parking spaces and van-accessible aisle.*
 6. *Clarify where loading area is intended for placement.*
 7. *Provide screening details.*
 8. *Screening required between residential districts.*
 9. *Submit refuse details.*
 10. *Provide all sign details.*
 11. *Show utility easements.*
 12. *Show stormwater detention plan.*
 13. *Submit exterior elevations and floor plan.*
-



Carlisle Wortman Associates, Inc.
John Enos, AICP
Principal



Carlisle Wortman Associates, Inc.
Alissa Starling
Planner