



April 4, 2024

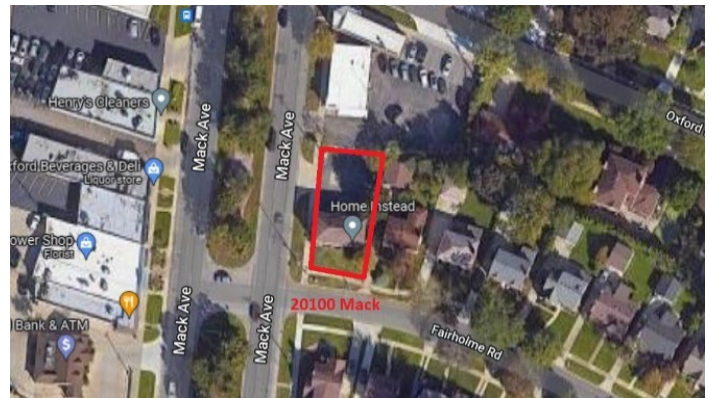
Planning Commission
City of Grosse Pointe Woods
20025 Mack Plaza Dr
Grosse Pointe Woods, MI 48236

Subject: 20100 Mack (Friendship Factory) Site Plan Review
Parcel ID: 40-012-05-0090-000
Site Plan Review #2
Zoning: C- Commercial Business (*if rezoning is approved*)

Dear Commissioners,

We have reviewed the site plan application for interior renovations of an existing, unoccupied two-story office building, accompanied by a surface parking lot, to support a children’s event space called Friendship Factory. Justin Buccellato (the “Applicant”) requests site plan review and special land use approval for a children’s event space at 20100 Mack Avenue (the “Site”). In addition to a site plan review, a special land use review and approval is required for this use.

The Applicant has applied for a rezoning request from RO-1 Restricted Office to C-Commercial Business to allow for this use.



RECOMMENDATION

Site Plan Consideration. We recommend the Planning Commission consider the following or a similar motion:

I move to approve the proposed site plan at 20100 Mack Avenue (Parcel ID 44-012-05-0090-000) with the following conditions:

1. *The site is approved for rezoning from the RO-1 district to the C district;*
2. *The special land use for an children’s event hall is approved;*
3. *Required traffic lane markings are added to the site;*
4. *Dedicated drop-off and pick-up spaces clearly indicated with signage.*
5. *The updated signage complies with Chapter 32 of the Ordinance; and*
6. *Applicant provides information on rubbish storage and collection.*

If it is determined that an additional loading/unloading space for deliver services is needed, this should be added as a condition.

Respectfully submitted,

McKENNA

Alicia Warren
Assistant Planner

Brigitte Wolf, AICP
Associate Planner



Site Plan Review

Following the site plan standards explained in section 50-6.1, this review has been prepared for review by Planning Commission.

1. ZONING AND MASTER PLAN DESIGNATIONS

The following chart provides information on existing land use, current zoning, and future land use.

Location	Existing Land Use	Zoning District	Future Land Use Designation
Subject Site	Vacant office building and parking lot	RO-1	Restricted Office
North	Office	RO-1	Restricted Office
South	Office	RO-1	Office
East	Single-family residential	R-1D	Single Family Medium Density
West	General commercial	C	General Business/Mixed Use

Findings: The 2006 Master Plan Future Land Use Map designates this area as Office, described in the text of the Master Plan as, “All areas used for office purposes including professional and medical office complexes”, and being “the least intensive commercial district”. The Master Plan Future Land Use Map shows a mix of Office, Commercial and Institutional uses along the Mack Avenue corridor throughout Grosse Pointe Woods, with the subject site in the middle of an approximately quarter mile stretch of Office-designated Mack frontage. The site itself contains an existing two-story office building of approximately 1,080 square feet alongside an existing nine-space parking lot.

The draft 2024 Master Plan designated this area as commercial based on the most recent draft of the Future Land Use Map. As part of this application, the Applicant seeks a rezoning. Pending rezoning approval, the proposed use would comply as a special land use. *Can comply.*

The current use is vacant and zoned in the RO-1 Restrict Office district. Since the specific use is not listed as a land use type in the Zoning Ordinance, a children’s event space would be considered a miscellaneous business establishment and it must be approved in accordance with the procedures set for a special land use approval, pending rezoning approval.

2. DIMENSIONAL REQUIREMENTS (Sec. 50-3.1.J)

Standard	Requirement	Existing Conditions	Proposed Conditions	Proposed Compliance
<i>Minimum Front Setback (West)</i>	0 feet	2.1 feet	2.1 feet	Complies
<i>Minimum Side Setback (North / South)</i>	<i>In C districts, side yards are not required along interior side lot lines if all walls abutting or facing such lot lines are of fireproof construction and wholly without windows or other openings...</i> <i>In C districts, no side yard is required on the street side of corner lots.</i>	~67.25 feet (North) / ~22.05 feet (South)	~67.25 feet (North) / ~36 feet (South)	Complies
<i>Minimum Rear Setback (East)</i>	<i>In C districts, rear yards are not required along interior rear lot lines for buildings or parts of buildings not used as dwellings, if all walls abutting or facing such lot lines are of</i>	4.80 feet	4.80 feet	Complies



	<i>fire-proof construction and wholly without windows or other openings...</i> <i>In C districts, on any lot running through from street to street, a rear yard shall be provided on the rear street conforming to the requirements for front yards on that street.</i>			
Maximum Building Height	2 stories, 28 feet	2 stories, ~28 feet	2 stories, ~28 feet	Complies

Findings: Dimensional requirements are met and comply with the standards.

2. ARCHITECTURE AND BUILDING DESIGN (Sec. 50-5.18)

The Ordinance requires architectural and building design standards to “promote a complimentary use of design elements that result in a theme oriented, harmonious appearance and image for the commercial and high intensity residential areas of the city”.

Findings: The existing building is composed of brick with a black pitched roof, which the Applicant intends to maintain. Per Section 50-5.18 of the Zoning Ordinance, new construction, renovations, remodeling, or exterior building alterations in the C Commercial Business district shall be in conformance with approved design standards. The architectural design and current colors of the existing building conform to these standards. Exterior renovations are not proposed currently but comply with the design standards of the Ordinance. *Complies.*

4. PARKING AND LOADING (Sec. 50-5.3)

Findings:

Parking. The current site configuration includes eight (8) parking spaces and one (1) ADA space, which can be accessed via an egress/ingress drive off Mack Avenue. The applicant does not intend to modify the parking layout. Additionally, there are two on-street parking spaces along Mack Avenue to support the business.

Per section 50-5.3(H), retail stores, except as otherwise specified in section 50-5.3 (H) requires one space per 200 gross square feet of area. In the first review, the parking requirements were reviewed based on the standards for assembly halls without fixed seating. However, Friendship Factory does not operate as an open space that fills to building capacity. Rather it operates as a retail space that hosts craft-based parties with a certain number of seats. They host one party at a time, with an average of 10 children per party, and they do not schedule overlapping parties. Given that event spaces are not specified in section 50-5.3(H), it is most accurate to assess the business based on the **baseline** requirements for retail stores.

The total building area is 3,240 gross square feet, 1,080 square feet per floor, which would require 16 parking off-street parking spaces. However, given that this is an existing building, and the total area of the structure remains unchanged, the Ordinance only requires compliance with 50 of the requirements. **Thus, eight (8) off-street parking spaces are required.** Unless the Planning Commission finds substantial evidence to impose greater standards to offset anticipated negative impacts, as a special land use, the proposed business meets the parking requirements. *Complies.*

As part of the special land use, Planning Commission recommended that at least one off-street parking spaces should be required to be reserved as a pick-up drop-off space. **Dedicated off-street drop-off / pick-up spaces must be clearly indicated with signage.**

Additionally, Section 50-5.3(U) states that parking lots shall be provided with traffic lane markings to indicate entrances and exits, and to provide for the safe and orderly movement of vehicles. **These required traffic lane markings are not depicted on the plans.**



Loading. One loading space is required for any buildings over 2,000 square feet and under 5,000 square feet. The site plan does not indicate a dedicated loading and unloading zone. Applicant will need to give reason if a loading space is not needed, otherwise one must be added to the site.

1. SIGNS (Chapter 32 of the General Code)

Findings: The site plan indicates an existing ground sign on site. At a minimum, the existing “Home Instead” Senior Care ground sign will need to be updated to reflect the new tenant. Chapter 32 of the City’s Code of Ordinance concerns signage. **To determine compliance with Ordinance standards, the applicant must provide additional information about the ground sign.** This will be addressed administratively through the sign review application process. *Can comply.*

2. LIGHTING (Sec. 50-6.1)

The Ordinance states “Exterior lighting shall be designed so that it is shielded from adjacent properties and so that it does not impede the vision of traffic along adjacent streets.”

Findings: The applicant has not proposed any new lighting on the exterior of the building. *Complies.*

3. LANDSCAPING (Sec. 50-6.1)

The Ordinance site plan requirements include that “the site design shall provide reasonable visual and sound privacy for dwelling units located within the project and adjacent to the project. Fences, walks, barriers, and landscaping shall be used, as appropriate, for the protection and enhancement of property and the privacy of its occupants.”

Findings: There is existing landscaping on site that screens the parking lot from the public right-of-way and enhances the site. The applicant has not proposed any additional landscaping. *Complies.*

4. TRASH RECEPTALE (Sec. 50-6.1)

Trash Receptacle/Enclosure: Given that this will be a commercial business rather than office use, we anticipate this use to generate more trash than the previous use. **Additional information must be provided to address rubbish collection and removal from the site. If a trash receptacle/dumpster is to be needed, information on the method of screening must be provided.**



Special Land Use Review

This project is reviewed against the Zoning Ordinance Miscellaneous Business Establishment requirements and the Master Plan for the City of Grosse Pointe Woods. We offer the following comments for your consideration; underlined items require additional discussion and/or identify outstanding items to be addressed.

1. HARMONY WITH MASTER PLAN (MI Zoning Enabling Act)

Similar to the conditions of rezoning request, is the proposal consistent with the goals, policies, and future land use map of the Master Plan? Or, has applicant demonstrated conditions have changed significantly since the Master Plan was developed, and request is demonstrably consistent with the development trends in the area?

Findings: The 2006 Master Plan Future Land Use Map designates this area as *Office*, described as, “used for office purposes including professional and medical office complexes.” However, the demand for professional office spaces has changed, especially since COVID-19, as more people work from home. The building, despite an exterior remodel for a more modern, appealing façade, has been vacant since September 2022. Additionally, the City is currently in the process of updating its Master Plan, which proposes removing Restricted Office designations and classifying this property, and all other properties abutting Mack Avenue, as Commercial.

2. HAZARDOUS OR DISRUPTIVE SMOKE, FUME, GLARE, NOISE, VIBRATION OR ODOR POLLUTION (Sec. 50-4.11)

To promote such business development insofar as it is possible and appropriate in each area, uses are prohibited [in the C Commercial District] which would create hazards, offensive and loud noises, vibration, smoke, glare, heavy truck traffic or late hours of operation.

Findings: Based on the proposed business plan for the children’s event space, with events and gatherings to occur indoors, we do not find any hazardous or disruptive impact that would prevent the proposed business from occupying this space. Based on comments received during the public hearing or findings by commissioners, the Planning Commission may impose reasonable standards to offset negative impacts to surrounding properties.

3. CONSISTENT WITH INTENT OF THE ZONING ORDINANCE (Sec. 50-3.1)

The intent of the C Commercial Business district is to encourage the concentration of local business areas to the mutual advantage of both the consumers and merchants and thereby promote the best use of land at certain strategic locations and avoid the continuance of encouraging marginal strip business development along major streets.

Findings: Pending rezoning approval, the proposed commercial business provides a service unique to nearby residential areas and offers a space for children’s planned gatherings, events, and/or parties. So long as the proposed business operates with enforcement of avoiding loud noises, vibration, smoke, glare, and late hours of operation, we find this proposed use as the best use of land and find that it encourages business development along Mack Avenue.

Special Land Use Consideration. As a special land use, there should be strict compliance with Ordinance regulations and Planning Commission may impose reasonable standards to offset negative impacts on surrounding properties. Following the public hearing and review at the March 26, 2024 Planning Commission meeting, the following motion was made:

I move to recommend approval of the proposed special land use for a children’s event hall 20100 Mack Avenue (Parcel ID 44-012-05-0090-000) to City Council based on the findings of compliance with the Ordinance listed in the review and with the following conditions:

- 1. The site is approved for rezoning from the RO-1 district to the C district;*
- 2. A shared parking agreement or parking waiver is approved, if necessary; and*
- 3. At least one off-street parking space is designated as a pick-up and drop-off loading space.*