



MCKENNA

July 18, 2023

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

Subject: 21336 Mack Avenue (Crosspointe Christian Church) Site Plan Review
Parcel ID: 004-99-0001-000
Site Plan Review #1
Zoning: C-F – Community Facilities

Dear Commissioners:

We have reviewed an application submitted by Steven Schneemann of MCD Architects on behalf of Crosspointe Christian Church, who requests to construct a 1,905-square-foot addition to the existing 19,330 sq.ft. religious building at 21336 Mack Avenue for a total square footage of 21,235 (not including the existing accessory structure). The site is within the City’s C-F (Community Facilities) Zoning District. Upon review of the proposed plan compared to the applicable ordinance standards, we offer the following comments for your review. Items that do not comply or require additional information are in **bold and underlined>**.



HEADQUARTERS
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Northville, Michigan 48167

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SUMMARY OF COMPLIANCE

This project is reviewed against the City’s Zoning Ordinance, Master Plan, existing site conditions, and sound planning and design principles to provide constructive and helpful feedback for the development of this site. A summary of our findings and compliance is detailed in the table below.

Further specifications, review, and recommendations are detailed on the pages below.

Ordinance Standard	Compliance	Comments
Zoning and Master Plan Designations	Complies.	N/A
Dimensional Requirements	Complies.	As an existing nonconforming use, the proposed addition does not increase the existing building’s nonconformity.
Architecture and Building Design	Can Comply.	Proposed building materials must be labeled within the plans and presented to the Planning Commission.
Parking and Loading	Can Comply.	The site plans lack complete information regarding the site’s parking lot. The parking lot must have traffic flow markings.
Signs	Can Comply.	No new signs are proposed. The applicant shall submit details of current signage to ensure the site’s signage is in compliance with the zoning ordinance.
Lighting	Can Comply.	No modifications to the exterior lighting are proposed at this time. The applicant must provide a photometric plan.
Landscaping and Screening	Can Comply.	Not enough details have been provided regarding existing landscaping species types. Planning Commission should determine if this applicant should conduct a complete landscaping inventory to include information on the existing plant species on site. A masonry wall must be constructed where parking areas abut residential property (southern and eastern portions of the parking lot).

RECOMMENDATION

We recommend the Planning Commission approve the site plan application with the conditions of the following revisions to be approved administratively:

1. A 2- to 4-foot masonry wall, where nonexistent, is constructed where parking abuts residential property;
2. Traffic lane markings be added to the existing parking lot to communicate the direction of traffic flow;
3. In the updated site plan application that is approved by the City Planner and Building Official, the applicant must depict the entirety of the property, including the entire parking lot, as well as provide clarification on the proposed building materials, provide a photometric plan, mark exterior lighting locations, depict existing signage dimensions, provide a floor plan, and list existing landscaping species types to ensure compliance with the Ordinance.

Respectfully submitted,

McKENNA

Ashley Amey
Assistant Planner

Brigitte Smith, AICP
Assistant Planner



Site Plan Review

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	Religious Institution	C-F	Institutional
North (St. Clair Shores)	Commercial / Single-Family Residential	B-1 (Local Business) and RA (Single Family Residential)	Mixed Use, Traditional Neighborhood
South	Single-Family Residential	R-1D	Single-Family Medium Density
East	Single-Family Residential	R-1D	Single-Family Medium Density
West	Dentist Office / Multi-Family Residential (across Mack Ave.)	C, R-4	Office, Planned Multi-Family

Findings: The 2006 Master Plan Future Land Use Map designates this site as institutional, described in the text of the Master Plan as, "...where existing schools, churches, and public buildings are currently in operation with the City. These uses are often permitted within multiple zoning districts within the City as permitted uses.", which is the zoning category that currently applies to the site. **Complies.**

2. DIMENSIONAL REQUIREMENTS

Standard	Requirement	Existing Conditions	Conditions of Proposed Building Addition	Proposed Compliance
Minimum Front Setback	75'	<75'	115' 11 9/16"	Yes
Minimum Side Setback	75'	>75'	>75'	Yes
Minimum Rear Setback (West)	75'	23.1'	>75' *	Yes
Maximum Building Height	35'	20'4"	16'8"	Yes

*While the existing building structure does not comply with the required 75-foot setbacks; the proposed building addition does comply with the required setback and does not increase the nonconformities of the building.

Findings: As it stands, the existing building is a nonconformity. The proposed building addition would not be expanding the existing building's nonconformity and complies with dimensional requirements. **Complies.**

3. ARCHITECTURE AND BUILDING DESIGN (Sec. 50-373)

The purpose of these design standards is to promote a coordinated and 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 plans and application submitted by the applicant depict that renovations to the building show that updates to the building include an elevator, two new offices, lobby space, and an entry canopy. Section 50-6.1(H)(13) requires that exterior building materials and treatment shall be finished of quality, consistent with the



quality of exterior treatment of surrounding buildings, which the proposed elevations comply with. The renderings depict material that matches and enhances the façade of the existing building; however, the elevations of the building addition do not describe the proposed material. **The applicant must label the proposed building material in the plans to ensure that they are high quality. In addition, per Section 50-6.1(G)(7) of the Zoning Ordinance, the applicant must bring samples of the material to be used on the building's exterior to the Planning Commission meeting.** Can comply.

4. PARKING AND LOADING

Findings: Based on Section 50-5.3(H), places of worship are required to have one parking spot for every four seats in the main assembly or worship area. Additionally, classrooms on the site require one (1) parking space each for teachers. Therefore, the site must have a minimum of 112 parking spaces, which is exceeded by the current 275 parking spaces available. Eight (8) handicap spaces are provided.

Aerial photography from 2014-2023 indicates that the site does not need any additional parking. Furthermore, the proposed addition will not require any additional parking spaces beyond the existing 275 spaces, as it does not include any new classrooms or assembly areas.

The current loading/unloading area located under the existing canopy on the southeast portion of the building is sufficient.

It is important to note that according to Section 50-5.3(U), parking lots must have traffic lane markings to indicate entrances and exits and ensure the safe and orderly movement of vehicles. **The applicant's proposed site plan does not include these required markings, including markings for one-way traffic.**

Lastly, the submitted plans do not provide a complete depiction of the parking lot's dimensions, including maneuvering lanes, parking spots, materials used, etc. Therefore, it is difficult to determine whether the site's parking lot complies with the Zoning Ordinance. The applicant must provide more detailed plans that show the entire parking lot and its relevant information. Can comply.

5. SIGNS

Findings: For the C-F, Community Facilities District, one externally illuminated ground sign is permitted at each entry to the campus provided that, the sign's design is consistent with the overall design of the development, does not exceed 32 square feet in area, and is no higher than seven feet above grade.

The applicant is not proposing any additional signage. However, if the applicant were to propose additional signage, **a separate permit must be submitted for every proposed sign, with electrical signs requiring a separate electrical permit.** The site currently has a monument sign located on the southeast corner of 8 Mile Road and Mack Avenue, which consists of an electronic message sign. **The applicant must provide details of existing signage, such as dimensions, in order to determine whether or not the site complies with Article 32 of the Zoning Ordinance.** Can comply.

6. LIGHTING

Outside security lighting means any electrically operated light, except incandescent lights without a reflecting surface and not exceeding 150 watts, mounted or installed on the exterior of any building or on or upon any exterior object located upon a property or parcel of real estate within any residential district of the city.

Findings: No modifications to the exterior lighting are proposed at this time. **The applicant should provide a photometric plan to ensure the current lighting does not exceed 150 watts as required by the Ordinance. Any proposed lighting must also be noted.** Can Comply.



7. LANDSCAPING & SCREENING

Findings: The applicant proposed adding boxwood hedge around the perimeter of the building addition. However, the plans do not show the site in its entirety; therefore, it is difficult to see if landscaping and screening standards are met across the site. Planning Commission should determine if this applicant should label the existing landscaping with each species type, etc. on site. If so, in the updated Site Plan submitted for final approval, the applicant must depict the entirety of the property and list the existing plant species.

In addition, subject to Section 50-5.3(Q), whenever a parking area adjoins residential property or a residential street, an ornamental masonry wall not less than two feet or more than four feet must be erected and maintained between the required yard space and the area used for parking. Any existing or proposed walls must be shown within the plans. Can comply.

CITY OF GROSSE POINTE WOODS

Building Department

BUILDING OFFICIAL RECOMMENDATION MEMORANDUM

DATE: July 25, 2023
TO: Planning Commission
FROM: Bruce Eck, Building Official
SUBJECT: Building Official Recommendation for Crosspointe Christian Church

It is my recommendation that this commercial addition project meets the local ordinances and building codes.

Thank you,
Bruce Eck
Building Official

CITY OF GROSSE POINTE WOODS
Building Department
20025 Mack Plaza, Grosse Pointe Woods, MI 48236
(313) 343-2426

SITE PLAN REVIEW

COMMERCIAL – Zoned As – Please Check One:

- C – Commercial Business RO-1 – Restricted Office P-1 – Vehicular Parking
 CF – Community Facilities C-2 – High Intensity City Ctr

Property Owner Name: Crosspointe Christian Church Date: 06/20/2023

GPW Property Address: ~~21366 Mack Ave.~~ Grosse Pointe Woods, MI * 21336 MACK AVE

Telephone #: Work (Tim Decoste) (313) 310-6779 Home: _____

Contractor/Applicant Name: Steven Schneemann

Telephone # (248) 374-0001 Mobile Phone # (248) 321-9800 Fax # _____

Contractor/Applicant Address: 33610 Grand River Ave. Farmington, MI e-mail: ss@mcdarchitects.com

MI Builder's License # : _____ MI Driver's License # : _____

Nature of Proposed Work:

Addition that includes elevator, two new offices, lobby space, and entry canopy. Site work includes revisions to existing paving and addition of landscaping.

Value of Construction \$ 1,000,000

Section 23a of State Construction Code Act of 1972, No. 230 of the Public Acts of 1972, being Section 125.1523a of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of the State relating to persons who are to perform work on a residential building or a residential structure. Violations of Section 23a are subject to civil fines.

Applicant Signature: 

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction.

250	#50-32(7)	Special Land Use PC Fee:	\$
	#50-42(a)	PC Site Plan Review Fee:	\$ 350
\$ 400	#50-42(b)(1)	Deposit – Est. Costs Incurred by the City:	
		PC APPLICATION FEE DUE:	\$ 1,000

Date Received: _____ Name: _____

LEGAL DESCRIPTION (PER TAX RECORDS)

THE PART OF PRIVATE CLAIM 224 DESCRIBED AS BEGINNING AT THE INTERSECTION OF THE CENTER LINE OF GOETHE AVE. WITH THE SOUTHERLY LINE OF P.C. 224 AND PROCEEDING THENCE WESTERLY ALONG SAID SOUTHERLY LINE 1222.16 FEET TO THE CENTER LINE OF MACK AVE. THENCE NORTHERLY ALONG THE CENTER LINE OF MACK AVE. 86.85 FEET TO THE NORTH LINE OF WAYNE COUNTY THENCE EASTERLY ALONG SAID NORTH LINE 1295.82 FEET TO THE CENTER LINE OF GOETHE AVE. THENCE SOUTHERLY ALONG SAID CENTER LINE 506.44 FEET TO THE POINT OF BEGINNING EXCEPT THE EASTERLY 30 FEET THEREOF AND EXCEPT THE NORTHERLY 60 FEET THEREOF AND ALSO EXCEPT THE WESTERLY 60 FEET THEREOF.

LEGAL DESCRIPTION (AS SURVEYED)

LAND IN THE CITY OF GROSSE POINTE WOODS, WAYNE COUNTY, STATE OF MICHIGAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE CENTER LINE OF GOETHE AVE. (60 FEET WIDE) AND THE SOUTHERLY LINE OF PRIVATE CLAIM 224; THENCE ALONG SAID SOUTHERLY LINE OF P.C. 224, NORTH 72°04'11" WEST 139.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING ALONG SAID SOUTHERLY LINE OF P.C. 224, NORTH 72°04'11" WEST 1023.59 FEET TO A POINT ON THE EASTERLY RIGHT-OF-WAY OF MACK AVE.; THENCE ALONG SAID EASTERLY RIGHT-OF-WAY OF MACK AVE., NORTH 14°51'56" EAST 44.39 FEET TO A POINT ON THE SOUTHERLY RIGHT-OF-WAY OF EIGHT MILE RD., NORTH 89°00'39" EAST 1084.62 FEET; THENCE SOUTH 17°56'20" WEST 396.00 FEET TO THE BEGINNING.

CONTAINING 225,828 SQ. FT. OR 5.184 ACRES, SUBJECT TO ALL RESTRICTIONS AND RIGHTS OF RECORD.

SHEET NOTES

1. THIS SITE PLAN IS DERIVED FROM A BOUNDARY, TOPOGRAPHIC AND TREE SURVEY CREATED BY NOWAK & FRAUS ENGINEERS (PROJECT NO. K610). REFER TO SURVEY DRAWINGS FOR ADDITIONAL SITE PLAN INFORMATION.
2. ALL TREES AND SHRUBS ARE EXISTING UNLESS NOTED OTHERWISE.
3. REFER TO SHEET AS-101 FOR DETAILED SITE CONSTRUCTION.
4. REMOVE EXISTING 7'0" BLUE-BEECH TREE AND ASSOCIATED MASONRY PLANTER. REMOVE EXISTING BUSHES ALONG FRONT OF BUILDING IN AREA OF NEW ADDITION. REMOVE EXISTING SOD AND TOPSOIL IN AREA OF NEW ADDITION. STOCKPILE TOPSOIL AS DIRECTED BY OWNER.
5. ALL PARKING SPACES, DRIVES AND DRAINAGE ARE EXISTING TO REMAIN.

BUILDING DATA

	ALLOWED	EXISTING	PROPOSED
EXISTING BUILDING AREA *	12,000 S.F.	19,330 S.F.	
EXISTING BUILDING HT.	55 FT	20'-4"	
NEW BUILDING ADDITION AREA	12,000 S.F.		1,905 S.F.
NEW BUILDING ADDITION HT.	55 FT		16'-8"
TOTAL BUILDING AREA			21,235 S.F.

* EXISTING CHURCH STRUCTURE IS NOT SPRINKLED. THE EXISTING BUILDING AND NEW ADDITION WILL BE PARTITIONED INTO TWO FIRE AREAS LESS THAN 12,000 S.F. EACH TO COMPLY WITH BUILDING CODE REQUIREMENTS FOR NON-SPRINKLERED MAXIMUM BUILDING AREA.

PARKING DATA

EXISTING	REQUIRED
ON-STREET PARKING SPACES	44 (3 BARRIER-FREE)
OFF-STREET PARKING SPACES	231 (12 BARRIER-FREE)
TOTAL PARKING SPACES	275
LOADING / UNLOADING AREA	1 (NOT SUBJECT TO ZONING ORD. 50-529 REQMTS)

SANCTUARY OCCUPANCY	103 = 410 / 4 (1 PER 4 SEATS)
CLASSROOM OCCUPANCY +	9 (1 PER TEACHER)
TOTAL PARKING SPACES	112
LOADING / UNLOADING AREA	1

+ CLASSROOM OCCUPANCY ANTICIPATED TO BE CONCURRENT WITH SANCTUARY OCCUPANCY DURING SUNDAY SERVICES, AND WILL BE FOR CLASSES ATTENDED BY YOUTH AND TEENS.

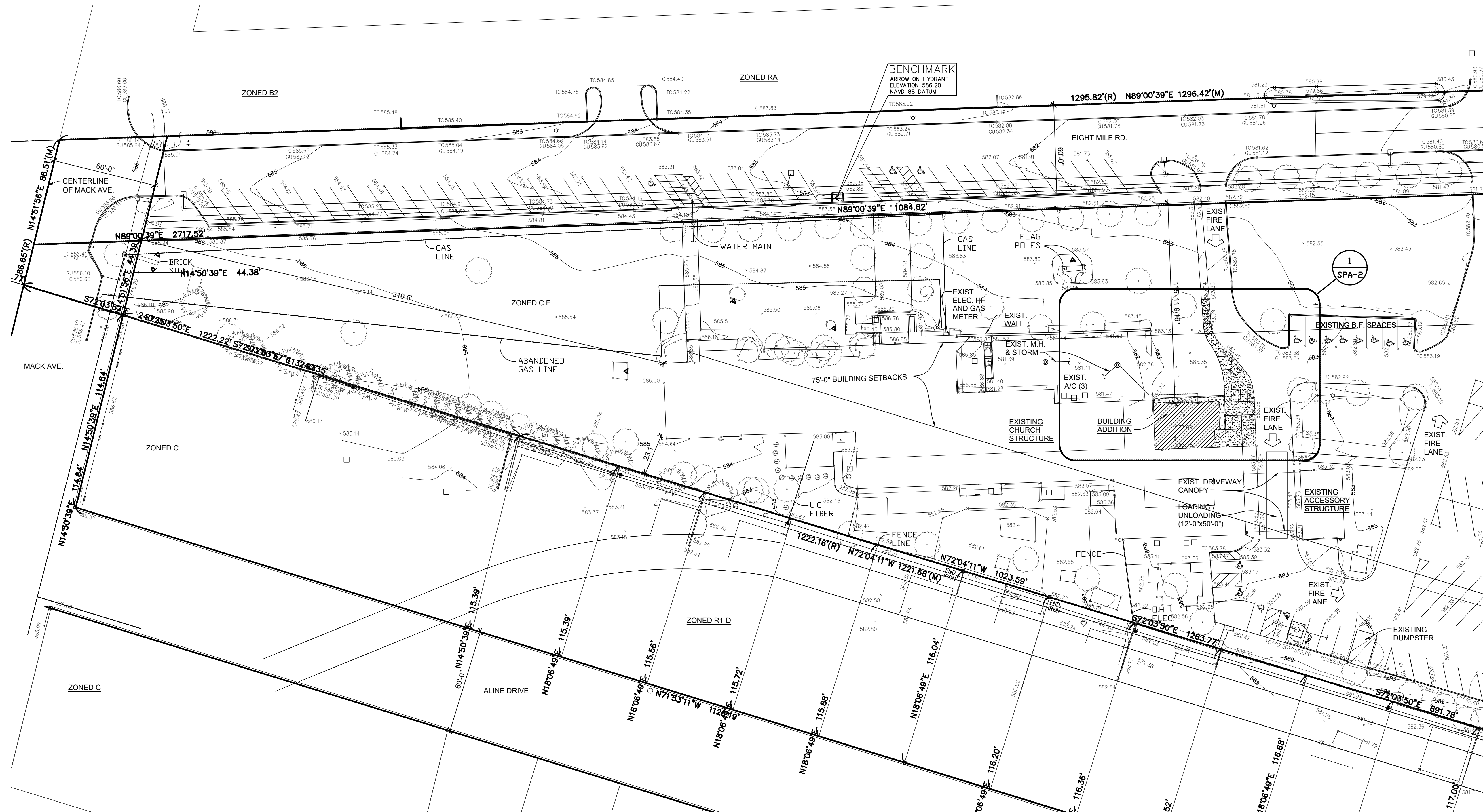


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ADDITION FOR:
**CROSSPOINTE
CHRISTIAN
CHURCH**
21336 MACK AVE.
GROSSE POINTE WOODS, MI

**PARTIAL SITE
AND SITE
DEMOLITION
PLANS**

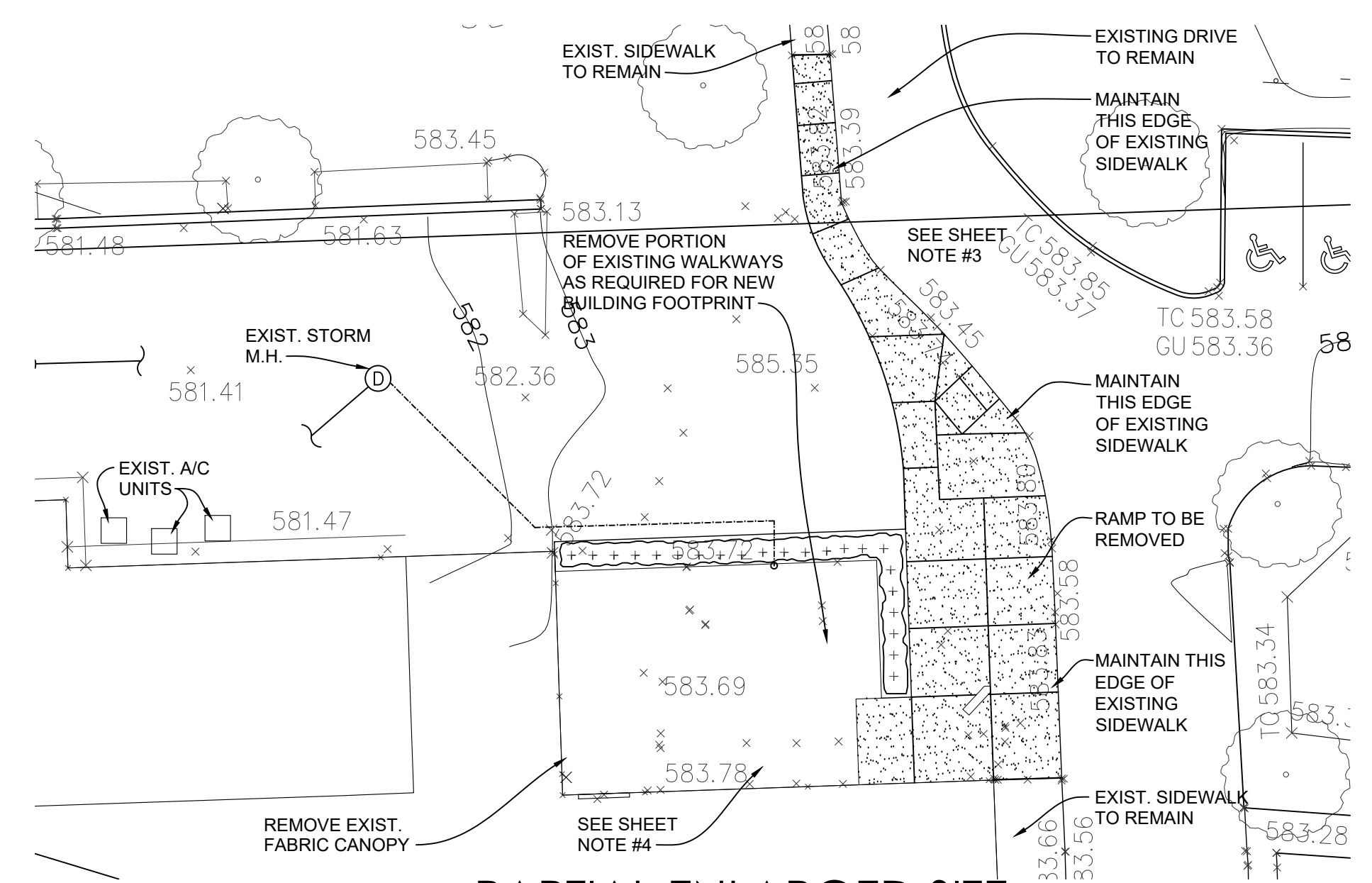
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1 PARTIAL SITE PLAN
SCALE: 1/32" = 1'-0"

LANDSCAPING DEMOLITION SCHEDULE

MARK	SPECIES	BOTANICAL NAME	QUANTITY
TD-1	7'Ø BLUE-BEECH		1



**2 PARTIAL ENLARGED SITE
DEMOLITION PLAN**
SCALE: 1/16" = 1'-0"

