

10405 Merrill Road P.O. Box 157 Hamburg, MI 48139 (810) 231-1000 www.hamburg.mi.us

Supervisor Pat Hohl Clerk Mike Dolan Treasurer Jason Negri Trustees Bill Hahn, Patricia Hughes, Chuck Menzies, Cindy Michniewicz

To: Township Board

From: Amy Steffens, AICP

Date: July 6, 2023

RE: Final Site Plan Review (SPA 23-0001) for the construction of a 22,360-square

foot multi-tenant commercial building, with associated parking and site improvements. Site location is 7749 E M-36; TID 15-25-200-068.

PROJECT HISTORY:

On February 28, 2023, Hamburg Township received a site plan review application for the construction of a 27,461-square foot multi-tenant commercial structure and associated parking at the site of the old Roadies restaurant that was lost to fire in 2014. This site is zoned in the Village Center district. The applicant has since reduced the size of the structure to 22,360 square feet to allow for on-site stormwater management. On April 12, 2023, the Zoning Board of Appeals granted variance approval to permit a relocated driveway less than 225 feet from the commercial driveways to the east and west.

The Planning Commission considered the preliminary site plan at their May 31, 2023 meeting. Discussion was held on applicable zoning standards for this Village Center-zoned parcel. The Commission expressed concerns about the proposed architecture of the building and directed staff to work with the applicant on the architecture prior to final site plan approval as a condition of approval. (June 21 Commission meeting minutes forthcoming.)

At the June 6, 2023 Township Board meeting, preliminary site plan approval was granted with the same conditions imposed by the Commission. (June 6 Board meeting minutes attached.)

On June 13, 2023, Commissioner Leabu, applicant's architect Todd Callaway, and I (the architectural review committee) had a productive meeting to discuss what the Commission would likely approve. Mr. Calloway revised the plans to include the requested covered porch on the south (M-36) elevation, awnings over each entry and overhead door on the east elevation, and a variation of building materials (revised elevations attached).

On June 21, 2023, the Commission considered the final site plan approval. Between the preliminary approval and final site plan approval, the applicant addressed a number of preliminary approval conditions. The Planning Commission recommended approval of final site plan with the following conditions:

- 1. Cross access easement for the pedestrian pathway shall be submitted for township attorney approval and recorded prior to issuance of a land use permit for any site improvements.
- 2. A floating easement to allow cross-access across subject site from adjacent properties should the subject site be redeveloped shall be submitted for township attorney approval and recorded prior to issuance of a land use permit for any site improvements.
- 3. All sewer fees shall be paid in full prior to issuance of a land use permit for any site improvements.
- 4. Prior to issuance of a land use permit the applicant shall submit a photometric plan that shows that the intensity of light within a site does not exceed ten (10) footcandles or one (1) footcandle at any property line, except where it abuts a residentially used or zoned site whereby a maximum of 0.5 footcandles is permitted. Applicant shall propose an exterior light that is similar to the suggested Village Center lighting as approved by architecture committee.
- 5. Final site plan shall indicate required lighting along M-36 pathway and parking area. Light fixtures to match approved Village Center fixtures and shall comply with light intensity requirements.
- 6. Prior to issuance of a land use permit the applicant shall receive approval from all required agencies including, but not limited to, Hamburg Township Fire, Utilities Department, Livingston County Drain Commissioner, MDOT, and Livingston County Water Authority.
- 7. A sign program meeting the standards of Section 36-479 shall be submitted for approval by the Planning Commission prior to issuance of a land use permits for signage.
- 8. Final site plan shall show required screening of parking area and mechanical and electrical equipment.
- 9. No outside storage areas are permitted.
- 10. Shrubs along south and east property boundaries shall be maintained at no less than three feet tall.
- 11. Final site plan conditioned on elevation colors as approved by architecture committee.

The final site plan shows the required easements; staff will work with the township attorney to formalize easement documents.

RECOMMENDATION:

Staff suggests that the Township Board discuss and review the June 21, 2023 Planning Commission Staff report, the recommendations by the Hamburg Township Planning Commission and the proposed project plans and application materials. The Board should make a determination on the final site plan in terms of its own judgment on particular factors related to the individual proposal. The Board should make a determination if the project meets the site plan review standards A-L in section 36-73 (7).

Example Approval Motion

The Township Board approves the **Final Site Plan Review (SPA 23-0001)** for the construction of a 22,360-square foot multi-tenant commercial building, with associated parking and site improvements at 7749 E M-36 (TID 15-25-200-068) because with conditions one through 11, inclusive, the project does meet the site plan review standards A through L of Section 36-73(7) of the Zoning Ordinance as discussed at the July 6, 2023 Township Board meeting, at the June 21, 2023 Planning Commission meeting, and as presented in this staff report.

ATTACHMENTS:

June 6, 2023 Township Board meeting minutes
June 21, 2023 Planning Commission staff report with site plan and lighting options
Revised architectural elevations
Draft June 21, 2023 Planning Commission meeting minutes (forthcoming)





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Supervisor Pat Hohl Clerk Mike Dolan Treasurer Jason Negri Trustees Bill Hahn, Patricia Hughes, Chuck Menzies, Cindy Michniewicz

BOARD OF TRUSTEES REGULAR MEETING

Tuesday, June 06, 2023 at 2:30 PM Hamburg Township Hall Board Room

MINUTES

CALL TO ORDER

Supervisor Hohl called the meeting to order at 2:30 pm.

PLEDGE TO THE FLAG

ROLL CALL OF THE BOARD

PRESENT
Pat Hohl
Mike Dolan
Bill Hahn
Chuck Menzies
Cindy Michniewicz
Patricia Hughes

ABSENT Jason Negri

CALL TO THE PUBLIC

A call was made with no response.

CONSENT AGENDA

Motion by Menzies, Seconded by Hughes to approve the Consent Agenda as presented.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

- 1. May 16, 2023 Regular Meeting Minutes
- 2. Bills List 06-06-2023

APPROVAL OF THE AGENDA

Motion made by Dolan, Seconded by Menzies, to approve as presented with moving number 14 up to be first. (Zoning map amendment for 6716 Winans Lake Road)

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

UNFINISHED BUSINESS

3. Adoption of FY2023/24 Budget

Motion made by Menzies, Seconded by Dolan, move to adopt the budget for the Fiscal Year of 2023/2024 that was presented in the Boards earlier meeting on page 1 of the Budget Public Hearing Packet.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

4. Grants - Parks & Rec - MLLT State Park Trailhead Improvement – Resolution

Motion made by Dolan, Seconded by Hughes, to move Resolution #230601 regarding the Spark Grant as published in the packet.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

CURRENT BUSINESS

5. Purchase of Police Vehicle

Motion by Dolan, Seconded by Hohl, to approve the purchase of a 2023 Dodge Charger, with the attached specifications in the Board Packet, from LaFontaine CDJR in Lansing, MI for the state contract price of \$35,877.00 with the vehicle to be properly outfitted by Cruiser's, Inc. of Howell, MI in the amount not to exceed \$15,000.00.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

6. New Public Safety SOP

Motion by Hohl, Seconded by Dolan, to approve the Public Safety SOP 100-17 Military Deployment and Reintegration.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

7. Conditional Offer of Employment

Motion by Hughes, Seconded by Hohl, to approve the authority to extend a Conditional Offer of Employment to Jeffrey Fink for the position of full-time police officer pending successful completion of all pre-employment requirements including medical examination, psychological examination and drug screening.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

8. Memorandum of Understanding

Motion by Hohl, Seconded by Menzies, to approve the Memorandum of Understanding that is provided in the Board Packet today, June 6, 2023, Article 8 Job Postings.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

9. Final site plan review (SPA 23-004) for 10409 Merrill Road

Motion by Hohl, Seconded by Hughes, to approve the Final Site Plan SPA 23-004 for a 2,100-square foot addition to the Hamburg Township Police Department building at 10409 Merrill Road with the condition that prior to the issuance of the land use permit the applicant shall receive approval from all required agencies, including but not limited to, Fire, Engineering, Public Works Department, Livingston County Drain Commission, Livingston County Road Commission, and the Health Department. Project does meet the site plan review standards A-L section 36-73 of the Zoning Ordinance as discussed at the June 6, 2023 Township Board meeting, at the May 31, 2023 Planning Commission meeting, and as presented in the staff report.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

10. Sale of Property

Motion by Hohl, Seconded by Michniewicz, to approve the disposal of the property; jewelry, storage cases, computers, commercial vehicle lifts; as outlined in the Chief's memo dated May 30, 2023 with an understanding that the dispersion of that property will result in the deposit of the funds to separate accounts as required.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

11. Final site plan review (PSP 23-005) to amend Ore Lake Estates site condo development

Motion by Hughes, Seconded by Michniewicz, to approve the SPA 23-005 to amend Ore Lake Estates site condo development to reduce the number of lots to 7, remove a portion of the common elements, and add a portion of the property (formerly unit 8) to the common area. Parcel IDs 15-13-204-901, -001, -002, -003, -004, -005, -006, -007 because with the following conditions the project does meet the site plan review standards A through L of Section 36-73(7) of the Zoning Ordinance and Section 18-78 as discussed at the June 6, 2023 Township Board meeting, at the May 31, 2023 Planning Commission meeting, and as presented in the staff report with the 3 conditions that are mentioned on page 124 of the June 6, 2023 Board packet.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

12. Preliminary site plan approval (SPA 23-001) for 7749 E M-36

Motion by Dolan, Seconded by Hahn, to approve the Preliminary Site Plan Review (SPA 23-001) for the construction of a 22,484-square foot multi-tenant commercial building, with associated parking and site improvements at 7749 E M-36 (TID 15-25-200-068) because with conditions one through 15, inclusive, the project does meet the site plan review standards A through L of Section 36-73(7) of the Zoning Ordinance as discussed at the June 6, 2023

<u>Township Board meeting, at the May 31, 2023 Planning Commission meeting, and as presented in the staff report.</u>

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

13. Preliminary site plan review (SPA 22-007) for 10776 Hall Road

Motion by Hohl, Seconded by Hahn, to approve the preliminary site plan for SPA 22-007 to consider the remodel of the existing building and construction of 10 new storage buildings at 10776 Hall Road (parcel number 15-25-400-014) because with conditions one through 10, inclusive, the project does meet the site plan review standards A through L of Section 36-73(7) of the Zoning Ordinance as discussed at the June 6, 2023 Township Board meeting, at the May 31, 2023 Planning Commission meeting, and contingency number 10 and including the construction, the dedication, of a 50 foot private road easement and the construction to the satisfaction of the Township's Municipal Engineer of an all base gravel necessary to construct a minimum of a 22 foot wide road to the private road standard with all construction in place with the exception of the installation of the hot mixed asphalt to the west line of the storage building phase and +-530 feet.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

14. Zoning Map Amendment (ZMA 23-001) for 6716 Winans Lake Road (TID 4715-14-400-008 and 4715-23-100-002)

Motion by Hohl, Seconded by Hughes, to approve the resolution #230602 to rezone as described in the Board packet.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

15. Planning & Zoning Director Hiring

Motion by Hohl, Seconded by Hahn, for the Board to direct the Director of HR to make an offer to the individual contemplated for the position of the Planning and Zoning Director to begin on June 26, 2023 at a Grade 10, Step 5 as on July 1, 2023 with the associated benefits as outlined in the memo including 80 hours of vacation upon hiring and 120 hours of vacation on the first employment anniversary date.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Hughes

Voting Nay: Michniewicz

16. Full-Time DPW Technician Hiring

Motion by Hohl, Seconded by Michniewicz, that we authorize the employment as outlined in the memo provided in the 1:30 packet that the position have a salary of \$23.22 per hour Grade 5, Step 1 with a probationary period of 6 months and all of the appropriate associated benefits and because this individual is currently part time seasonal Building and Grounds he has complied and fulfilled all preemployment physical and other requirements so the position will be available starting on June 7, 2023.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

Motion by Hohl, Seconded by Hahn, to approve the posting of the On-Call DPW Technician and part-time seasonal Building and Grounds positions and approval to conduct interviews and an extended conditional job offer can be given.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

17. Steel Storage Building Insulation

Motion by Michniewicz, Seconded by Menzies, to recommend that the Board gives the contract to the lowest bidder, SealTech Insulation for the quoted amount of \$16,969.64 and include the deposit amount required of \$3,393.93.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

18. Buildings & Grounds Tractor Purchase

Motion made by Hohl, Seconded by Hahn, to proceed with the purchase of the Kubota tractor from Boullion's Equipment at a total cost of \$33,098.25 as outlined in the memo from Tony Randazzo on June 1, 2023.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

19. DPW & Buildings & Grounds Trucks

Motion made by Dolan, Seconded by Michniewicz, to authorize the purchase from Lafontaine CDJR of Lansing of a 2023 Ram 3500 Tradesman regular cab 4x4 truck at the cost of \$47,209.00 and for it to be paid out of reserve funds.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

Motion made by Hohl, Seconded by Hughes, to authorize the purchase of the vehicles outlined here in the memo today, dated 5/31/2023, from Tony Randazzo, at a cost of \$69,606.40 and that we also authorize the disposal through Township approved policies of the 2 existing vehicles on MiBid.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

20. Huron River Chain of Lakes Water Improvement MOU

Motion by Hohl, Seconded by Menzies, to authorize the Supervisor to sign the Memo of Understanding.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

21. Campbell Drive SAD - Road Maintenance Bid Results

Motion by Hohl, Seconded by Hahn, that based upon the bids the two year service contract be awarded to Bob Myers Excavating and Big Barney Dust Control beginning June 20, 2023 and ending June 19, 2025 for the Campbell Drive Special Assessment District.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

22. Township Board Regular Meeting Dates FY 23/24

Motion by Dolan, Seconded by Michniewicz, to approve the 23/24 FY Township Board Regular Meeting Dates as presented.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

23. Senior Center Director

Motion by Dolan, Seconded by Menzies, effective July 3, 2023 we change the Senior Center Director Position to a Grade 7, Step 1.

Motion Withdrawn

Motion by Hohl, Seconded by Dolan, to establish a salary Grade 6, Step 6, for the Senior Center Director making the amendments to the job description and making it effective July 3, 2023.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

24. Elected Officials Salary Resolutions

Motion by Dolan, Seconded by Michniewicz, that the elected officials not receive any ECI increase as of this July 1, 2023 as proposed.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz

Voting Nay: Hughes

CALL TO THE PUBLIC

A call was made with no response.

BOARD COMMENTS

Hohl stated that Planning and Zoning Director Amy Steffen's last day at Hamburg Township will be July 14, 2023.

Motion by Menzies, Seconded by Michniewicz, to adjourn. Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Hughes

Meeting Adjourned at 4:45 pm

Karen L. Vermillion Recording Secretary _____

Mich Dol

Mike Dolan Township Clerk



PHONE: 810-231-1000 FAX: 810-231-4295

P.O. Box 157 10405 Merrill Road Hamburg, Michigan 48139-0157

To: Planning Commissioners

From: Amy Steffens, AICP

Planning and Zoning Director

Date: June 21, 2023

Project address and

Description:

Site Plan Review (SPA 23-0001) for the construction of a 22,360 square-foot multi-tenant commercial building, with associated parking and site improvements. Site location 7749 E M-36; TID

15-25-200-068.

Owner: Jet Set Group LLC

Applicant: Nick Zander

LOCATION:



PROJECT HISTORY

On February 28, 2023, Hamburg Township received a site plan review application for the construction of a 27,461-square foot multi-tenant commercial structure and associated parking at the site of the old Roadies restaurant that was lost to fire in 2014. This site is zoned in the Village Center district. The applicant has since reduced the size of the structure to 22,484 square feet to allow for on-site stormwater management. The existing curb cut off of M-36 will be relocated to the west by approximately 90 feet. On April 12, 2023, the Zoning Board of Appeals granted variance approval to permit a relocated driveway less than 225 feet from the commercial driveways to the east and west.

The Planning Commission considered the preliminary site plan at their May 31, 2023 meeting. Discussion was held on applicable zoning standards for this Village Center-zoned parcel: setbacks (which all comply), installation of a pedestrian pathway along M-36 (complies), and parking count (complies). The plans are deficient in required parking stall size (185 square feet provided whereas 200 square feet is required), four landscaped islands, parking area screening from M-36 and pathway, Village Center-style lighting, and lighting along pathway. The Commission granted waivers to the parking stall size and the landscaped parking islands.

Much discussion was had on staff's and Commissioner's concerns on the proposed architecture of the commercial structure. The Commission indicated that as proposed the building is not acceptable due to this site being in the gateway to the township and in the Village Center zoning district. Staff's report from May 31, 2023 provides in-depth analysis of the architecture as compared to the Village Center requirements of Section 36-73(7). The Commission made architectural approval a condition of final site plan approval.

Staff recommended to the Commission that a floating easement be considered over the property to encourage future connectivity from this property to the properties to the east and west should future redevelopment of any site occur. The easement is intended to connect uses along this portion of M-36 without having to use M-36.

After taking comment from both the applicant and staff, the Commission recommended preliminary site plan approval with the following conditions:

- 1. Cross access easement for the pedestrian pathway shall be submitted for township attorney approval and recorded prior to issuance of a land use permit for any site improvements.
- 2. A floating easement to allow cross-access across subject site from adjacent properties should the subject site be redeveloped shall be submitted for township attorney approval and recorded prior to issuance of a land use permit for any site improvements.
- 3. All sewer fees shall be paid in full prior to issuance of a land use permit for any site improvements.
- 4. Prior to issuance of a land use permit the applicant shall submit a photometric plan that shows that the intensity of light within a site does not exceed ten (10) footcandles or one (1) footcandle at any property line, except where it abuts a residentially used or zoned site whereby a maximum of 0.5 footcandles is permitted. Applicant shall propose an exterior light that is similar to the suggested Village Center lighting.

- 5. Final site plan shall indicate required lighting along M-36 pathway and parking area. Light fixtures to match approved Village Center fixtures and shall comply with light intensity requirements.
- 6. The final site plan shall note that "All lighting shall be turned off between 11:00 PM and Sunrise except when used for commercial and industrial uses, such as in sales, assembly and repair areas, where such use is open for business after 11:00 p.m. but only for so long as such use open for business. Lighting used for security between 11:00 pm and sunrise shall be controlled by a motion sensor."
- 7. Prior to issuance of a land use permit the applicant shall receive approval from all required agencies including, but not limited to, Hamburg Township Fire, Utilities Department, Livingston County Drain Commissioner, MDOT, and Livingston County Water Authority.
- 8. A sign program meeting the standards of Section 36-479 shall be submitted for approval by the Planning Commission prior to issuance of a land use permits for signage.
- 9. Tree preservation location and details shall be delineated on the final site plan.
- 10. A change of use permit shall be issued for every occupant of the structure. At the time of permit application, a parking count shall be provided by the property owner indicating the available parking for each use.
- 11. Parking space size may be reduced as indicated on the site plan.
- 12. Final site plan shall show required screening of parking area and mechanical and electrical equipment.
- 13. No outside storage areas are permitted.
- 14. Prior to final site plan approval architecture shall be approved by the Planning Commission.
- 15. Shrubs shall be maintained at three feet tall and additional screening shall be provided along the east property boundary.

At the June 6, 2023 Township Board meeting, the Board approved the preliminary site plan as conditioned by the Planning Commission at the May 31 meeting.

On June 6, 2023, the applicant submitted revised final site plans and a response letter (attached).

On June 13, 2023, the applicant's architect, Todd Calloway, Commissioner Victor Leabu, and I (Amy Steffens), met to discuss building architecture. It was agreed that the Mr. Calloway would show elevations with a covered porch across the front south elevation, provide awnings above the entry and overhead doors on the east elevation, and provide additional masonry detail. As of this writing, no building elevations have been submitted but staff is confident that the applicant will work with the township to create a building that meets the intent of the Village Center zoning district.

Staff provides the following response to the conditions of the May 31 preliminary site plan approval recommendation:

- 1. Cross access easement for the pedestrian pathway shall be submitted for township attorney approval and recorded prior to issuance of a land use permit for any site improvements. An easement is indicated on the site plan. Staff will work with the applicant and township attorney to formalize the easement for recording prior to issuance of land use permits.
- 2. A floating easement to allow cross-access across subject site from adjacent properties should the subject site be redeveloped shall be submitted for township attorney approval and recorded prior to issuance of a land use permit for any site improvements.

An easement is indicated on the site plan. Staff will work with the applicant and township attorney to formalize the easement for recording prior to issuance of land use permits.

- 3. All sewer fees shall be paid in full prior to issuance of a land use permit for any site improvements.
 - The applicant's engineer has been in contact with Brittany Campbell, utilities coordinator. REU review will be required for each individual user and sewer fees paid in full prior to issuance of a land use permit.
- 4. Prior to issuance of a land use permit the applicant shall submit a photometric plan that shows that the intensity of light within a site does not exceed ten (10) footcandles or one (1) footcandle at any property line, except where it abuts a residentially used or zoned site whereby a maximum of 0.5 footcandles is permitted. Applicant shall propose an exterior light that is similar to the suggested Village Center lighting.

The light fixtures most recently installed for a project in the Village Center zoning district, Hampton Manor senior housing facility, have been discontinued.



The applicant found fixtures of similar design (attached at end of report) that the Commission should consider and decide if any of those fixtures would be acceptable substitutes.

5. Final site plan shall indicate required lighting along M-36 pathway and parking area. Light fixtures to match approved Village Center fixtures and shall comply with light intensity requirements.

See above.

- 6. The final site plan shall note that "All lighting shall be turned off between 11:00 PM and Sunrise except when used for commercial and industrial uses, such as in sales, assembly and repair areas, where such use is open for business after 11:00 p.m. but only for so long as such use open for business. Lighting used for security between 11:00 pm and sunrise shall be controlled by a motion sensor."
- 7. Prior to issuance of a land use permit the applicant shall receive approval from all required agencies including, but not limited to, Hamburg Township Fire, Utilities Department, Livingston County Drain Commissioner, MDOT, and Livingston County Water Authority. The fire marshal has amended his review letter to no longer require a fire hydrant. MDOT permit has been issued.

- 8. A sign program meeting the standards of Section 36-479 shall be submitted for approval by the Planning Commission prior to issuance of a land use permits for signage.
- 9. Tree preservation location and details shall be delineated on the final site plan. Completed; see sheet LA1.1
- 10. A change of use permit shall be issued for every occupant of the structure. At the time of permit application, a parking count shall be provided by the property owner indicating the available parking for each use.
- 11. Parking space size may be reduced as indicated on the site plan. Commission granted a waiver for reduced parking stall size.
- 12. Final site plan shall show required screening of parking area and mechanical and electrical equipment.
 - A solid row of boxwoods is shown along the eastern property boundary, shielding the parking area from off-site views. The Commission should determine if this row of shrubs, to be maintained at a height of at least 3 feet, will be adequate to meet the intent of Section 36-187(i), Parking lot screening: All off street parking spaces or loading areas must be screened from view of any public road or pedestrian path right-of-way, or private road or pedestrian path easement by an evergreen hedge row or masonry wall, which is consistent with building architecture and site design, at least three feet in height.
- 13. No outside storage areas are permitted.
- 14. Prior to final site plan approval architecture shall be approved by the Planning Commission. As of this writing no revised building elevations have been submitted.
- 15. Shrubs shall be maintained at three feet tall and additional screening shall be provided along the east property boundary.

 See above.

RECOMMENDATIONS:

Staff recommend the Planning Commission review, discuss and make a recommendation to the Township Board to either approval or denial of the Final Site Plan Application (PSPA23-0001) or table the application and request any additional information deemed necessary for review.

Site Plan Review 23-0001 Draft Approval Motion:

The Planning Commission recommends approval of the final site plan (SPA23-0001) for the construction of a 22,360 square-foot multi-tenant commercial building, with associated parking and site improvements (site location 7749 E M-36; TID 15-25-200-068) to the Township Board because as conditioned the project meets the site plan review standards A-L in section 36-73 (7) and the additional approval standards of the Village Center district under section 36-187 as discussed at tonight's meeting and as presented in the staff report.

Conditions:

- 1. Cross access easement for the pedestrian pathway shall be submitted for township attorney approval and recorded prior to issuance of a land use permit for any site improvements.
- 2. A floating easement to allow cross-access across subject site from adjacent properties should the subject site be redeveloped shall be submitted for township attorney approval and recorded prior to issuance of a land use permit for any site improvements.
- 3. All sewer fees shall be paid in full prior to issuance of a land use permit for any site improvements.

- 4. Prior to issuance of a land use permit the applicant shall submit a photometric plan that shows that the intensity of light within a site does not exceed ten (10) footcandles or one (1) footcandle at any property line, except where it abuts a residentially used or zoned site whereby a maximum of 0.5 footcandles is permitted. Applicant shall propose an exterior light that is similar to the suggested Village Center lighting.
- 5. Final site plan shall indicate required lighting along M-36 pathway and parking area. Light fixtures to match approved Village Center fixtures and shall comply with light intensity requirements.
- 6. Prior to issuance of a land use permit the applicant shall receive approval from all required agencies including, but not limited to, Hamburg Township Fire, Utilities Department, Livingston County Drain Commissioner, MDOT, and Livingston County Water Authority.
- 7. A sign program meeting the standards of Section 36-479 shall be submitted for approval by the Planning Commission prior to issuance of a land use permits for signage.
- 8. Final site plan shall show required screening of parking area and mechanical and electrical equipment.
- 9. No outside storage areas are permitted.
- 10. Shrubs along south and east property boundaries shall be maintained at no less than three feet tall.

The subject site is a 2.0-acre parcel located on the north side of M-36, west of the Hamburg/Green Oak Twonship boundary. The site is currently vacant but was previously developed with a restaurant that was lost to a fire in 2014. Table 1, below, lays out the zoning districts, use, and future land use designations for immediate area.

Table 1	Current Zoning Classification	Current Use of Property	Future Land use Designation
Subject Site	Village Center	Vacant	South: Village Gateway District
			North: Industrial
North	Village Center	Office	Industrial
South	Village Center	CEI	Village Gateway District
East	Village Center	Office/professional	South: Village Gateway District
			North: Industrial
West	Village Center	Religious	South: Village Gateway District
			North: Industrial

PROJECT DESCRIPTION

Site plan review application to allow construction of a 22,360-square foot multi-tenant commercial building, with associated parking and site improvements. The proposed project would relocate the existing driveway location approximately 90 feet to the west to accommodate the multi-use building on the west side of the parcel and parking on the east side. The relocated driveway will be approximately 70 feet (centerline to centerline) from the curb cut for the commercial use to the east. Section 36-339 of the Zoning Ordinance requires that the minimum spacing between two commercial driveways on the same side of the road shall be determined based upon posted speed limits along the parcel frontage. The minimum spacings are measured from centerline to centerline. The posted speed limit along this stretch of M-36 is 40 miles per hour, which requires a minimum driveway spacing of 225 feet. On April 12, 2023 the Zoning Board of Appeals granted variance approval to permit a relocated driveway to be less than 225 feet from the commercial driveways to the east and west (meeting minutes attached).

The project plans and building elevations are attached to this report for the Planning Commissions review.

T	al)	le	2	(Section

36-186)	Required	Proposed	Status
Front	No more than 20 feet from front lot line.		
	PC may permit front yard setback greater		
	than 20 feet but not to exceed average		
	front yard setbacks for the adjacent		
	buildings (181 feet)	18 feet	Conforms
Rear	15 feet		Conforms
West Side	Minimum 10 feet*	22.1 feet	Conforms
East Side	Minimum 10 feet*	52 feet	Conforms
Height 2.5 stories/35 feet maximum		1 story/27.6 feet	Conforms
Lot size	Lot size 10,600 square feet with sanitary sewer		Conforms
Lot coverage			
Buildings	50 percent	32%	Conforms
Impermeable	80 percent	76%	Conforms
Bikepath (Section	Required in locations designated in the	8-foot along south	
36-187)	Hamburg Village Master Plan	property boundary	Conforms

Table 3	Required	Proposed	Status
Section: 36-187(i): South M-ROW	One canopy street tree shall be planted within five feet of the front lot line for each 40 linear feet of frontage.	5 trees	Deficient one tree
North (237 linear feet)	10-foot buffer zone: 1 canopy or evergreen tree or 4 shrubs for every 20 linear feet along property line rounded upward = 12 trees or 48 shrubs	12 trees, no shrubs	Conforms
East (368)	10-foot buffer zone: 1 canopy or evergreen tree or 4 shrubs for every 20 linear feet along property line rounded upward = 19 trees or 74 shrubs	19 trees (preserving one), no shrubs	Conforms
West (368)	10-foot buffer zone: 1 canopy or evergreen tree or 4 shrubs for every 20 linear feet along property line rounded upward = 19 trees or 74 shrubs	30 (preserving nine)	Conforms
Section 36-283: Parking lot landscaping (26,100 square feet)	One canopy tree required for each 2,000 square feet of paved driveway and parking lot surface; two tree minimum = 13 trees required within parking lot envelope, with 4 trees in landscaped islands	13 trees; no landscaped islands	No landscaped islands; waiver requested

Section 36-187(i) Parking lot screening	All off street parking spaces or loading areas must be screened from view of any public road or pedestrian path right-of-way, or private road or pedestrian path easement by an evergreen hedge row or masonry wall, which is consistent with building architecture and site design, at least	32 two-foot tall shrubs along south; none proposed along east parking area	Shrubs must be maintained at 3 feet tall; additional screening required along easter property boundary
	three feet in height.		boundary

Sec. 36-280. Existing plant material.

- (a) Consideration of existing elements in the landscape design. In instances where healthy plant material exists on a site prior to its development, the planning commission may permit substitution of such plant material in place of the requirements set forth in this section.
- (b) Preservation of existing plant material. Site plans shall show all existing trees which are located in the portions of the site that will be built upon or otherwise altered, and are six inches or greater in caliper, measured 12 inches above grade.
 - (1) Trees shall be labeled "To Be Removed" or "To Be Saved" on the site plan. If existing plant material is labeled "To Be Saved" on the site plan, protective measures should be implemented, such as the placement of a tree guard at the dripline around each tree. No vehicle or other construction equipment shall be parked or stored within the dripline of any tree or other plant material intended to be saved.
 - (2) In the event that healthy plant materials which are intended to meet the requirements of this article are cut down, damaged or destroyed during construction, said plant material shall be replaced with the same species as the damaged or removed tree or approved substitute, in accordance with the following schedule, unless otherwise approved by the zoning administrator based on consideration of the site and building configuration, available planting space, and similar considerations:

Damaged Tree*	Replacement Tree	Replacement Ratio
Less than 6 inches	2½ to 3 inches	1 for 1
More than 6 inches	2½ to 3 inches	1 replacement tree for each 6 inches in caliper or fraction thereof of damaged tree

Staff analysis: Existing plant material to be saved is not noted on the site plan; tree protection details are included in the site plan.

Staff suggested condition: Tree preservation details shall be delineated on the final site plan.

Section 36-283:

Waivers and Modifications. The Planning Commission may waive or modify the fencing or landscape buffering requirements upon a determination that a solid fence or landscaping buffer will not be necessary or effective for screening. In making such a determination, the following shall be considered.

- 1. Need for security;
- 2. Abutting district or existing use;
- 3. Extent that existing natural vegetation provides the desired screening;
- 4. Topography which would eliminate the benefits of required landscaping;
- 5. Building heights and views in relation to existing topography and vegetation as well as views from adjacent uses;

6. Similar conditions existing such that no good purpose would be served by providing the required landscaping plan.

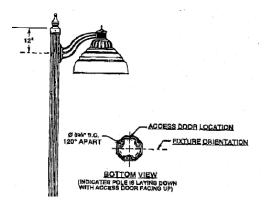
Staff analysis: The request for no landscaped parking islands appears to be reasonable, given that the site's parking lot is designed to accommodate required parking, on-site stormwater management, and emergency vehicle access.

LIGHTING:		

Section 36-295:

1. Exterior lighting shall be fully shielded and directed downward toward the Earths surface, away from residential uses, roads, glass, water or other reflective materials which would create excessive off-site glare or incident rays.

The lighting plan provided is adequate to determine the conformance to the zoning ordinance requirements. However, staff would suggest that the exterior light style does not match the Village Center lighting style that has been installed in various locations throughout the Village Center, most recently at the senior living facility on the south side of M-36 (below).



Staff Suggestion Condition: Applicant shall propose an exterior light that is similar to the suggested Village Center lighting and shall re-submit a photometric plan prior to issuance of a land use permit that is specific to the approved lighting style.

- 2. The Zoning Administrator and/or Planning Commission may approve decorative light fixtures as an alternative to shielded fixtures when it can be proven that there will be no off-site glare and the proposed fixtures will improve the appearance of the site.
 - See discussion above.
- 3. Lights on poles shall not be taller than the building whose area they illuminate nor taller than fifteen (15) feet whichever is shorter. Lights on poles may exceed fifteen (15) feet up to twenty (20) feet if the fixtures are located a minimum of seventy-five (75) feet from any planned, zoned or used residential areas.

No light poles are proposed.

4. Lighting shall not be of a flashing, moving or intermittent type.

No flashing lighting is proposed.

5. Except where used for security purposes, all outdoor lighting fixtures, existing or hereafter installed and maintained shall be turned off between 11:00 p.m. and sunrise, except when used for commercial and industrial uses, such as in sales, assembly and repair areas, where such use is open for business after 11:00 p.m. but only for so long as such use open for business. Businesses with light fixtures used for security purposes are encouraged to use a motion detection device which is directed to detect motion within the property.

Staff Suggested Condition: Final site plan shall note that "all outdoor lighting fixtures, existing or hereafter installed and maintained shall be turned off between 11:00 p.m. and sunrise, except when used for commercial and industrial uses, such as in sales, assembly and repair areas, where such use is open for business after 11:00 p.m. but only for so long as such use open for business."

- 6. Any light fixture must be placed in such a manner that no light emitting surface is visible from any residential area or public/private roadway, walkway, trail or other public way when viewed at ground level.
- 7. The intensity of light within a site shall not exceed ten (10) footcandles or one (1) footcandle at any property line, except where it abuts a residentially used or zoned site whereby a maximum of 0.5 footcandles is permitted. The only exception is with gas station canopy and automobile dealership lighting, where a maximum of twenty (20) footcandles is permitted within the site but the above standards shall apply to intensity at the property line.

See discussion above under standard one.

Section 36-187(i):

Lighting.

1. A consistent type of pedestrian scale ornamental lighting shall be provided along all sidewalks, within any off-street parking lots and along road frontages.

Staff analysis: The site plan does not include lighting along the pedestrian path on M-36 or within the parking lot.

Staff suggested condition: Final site plan shall indicate required lighting along M-36 pathway and parking area. Light fixtures to match approved Village Center fixtures and shall comply with light intensity requirements.

Sec. 36-295(e). Sign Lighting Standards.

- 1. Indirect illumination of signs, canopies and buildings is permitted provided a maximum 125 watt bulb is utilized and there is no glare.
- 2. The use of laser light source, searchlights or any similar high intensity light for outdoor advertisement or entertainment is prohibited.
- 3. Luminous tube and exposed bulb fluorescent lighting is prohibited as part of a sign provided the proposed luminous tube or exposed bulb fluorescent lighting is determined to be consistent with the architectural character of the building.
- 4. Internally illuminated signs shall have a minimum of 60% of the sign face composed of an opaque surface which allows no light to transmit through.

Staff analysis: No signs have been submitted for review. Any future signage shall comply with the above lighting standards.

Section 36-334 Parking space requirements

The applicant proposes one parking space for every 400 square feet of floor area, which is the standard for both "Furniture and appliance stores, personal services (except beauty parlors and barbershops), household equipment or furniture repair shops, clothing or shoe repair or service shops, hardware stores" and for "general office building." Without knowing the individual tenants, it is difficult for staff to determine if the provided parking is adequate. The applicant should be aware that for each change of use application submitted for each tenant, the parking for that user will be calculated using the standards set forth in 36-334. For example, if a restaurant use applied for a change of use, the restaurant parking requirements would be calculated at one parking space for each four-patron seats, plus one parking space for each two employees. If the sum total of every user in the commercial building exceeds the provided parking, the change of use permit application would not be approvable based on parking requirements.

Staff suggested condition: A change of use permit shall be required for every tenant. At the time of permit application a parking count shall be provided by the property owner indicating the available parking for each use.

General Parking Requirements:

- 1. Off-street parking for non-residential uses shall be located on the same lot or parcel or within three hundred (300) feet of the building it is intended to serve provided the provisions of Section 10.2.2., Collective Parking, are met.
- 2. A minimum area of 200 square feet shall be provided for each vehicle parking space and each space shall be designated and reserved for parking.
- 3. A suitable means of ingress and egress shall be provided and located to minimize traffic congestion and interference with pedestrian movement. The location of all entrances and exits and directional signs, shall be approved by the Planning Commission, and where required by the Livingston County Road Commission and the Michigan Department of Transportation.
- 4. Parking areas with a capacity of four or more vehicles shall be hard surfaced (either concrete, bituminous asphalt or other stabilized engineered surface) prior to occupancy and shall provide adequate drainage facilities to dispose of all collected surface water. The requirement for paving may be waived by the Planning Commission through paragraph 10.2.1.I.
- 5. Except for single-family residential lots, lighting shall be provided for use when a parking area is in operation. The installation of such lighting shall be so hooded or shielded as to reflect the light away from abutting or neighboring property.
- 6. When required off-street parking in a non-residential district abuts a residential district, there shall be located a landscaped buffer strip fifteen (15) feet wide and parallel to the mutual boundary. The buffer strip shall be composed of trees and/or foliage. In lieu of a buffer strip, the Planning Commission may permit or require

Conforms

Proposed parking space size 185 square feet; waiver requested

Conforms

Conforms

See photometric plan

Conforms

- a solid fence or wall between six (6) and eight (8) feet in height shall be located along the mutual boundary.
- 7. Federal and State requirements regarding handicapped parking and access shall apply.

Conforms; will be reviewed by LCBD

Staff analysis: A 185-square foot parking stall is not inappropriately sized and would be an acceptable deviation from the ordinance requirement.

DRIVEWAYS: COMMERCIAL Section 36-335

General Standards

- A. Driveways shall be located so as to minimize interference with the free movement of traffic, to provide adequate sight distance, and to provide the most favorable driveway grade.
- B. Driveways, including the radii but not including right turn lanes, passing lanes and tapers, shall be located entirely within the right-of-way frontage, unless otherwise approved by Livingston County or the Michigan Department of Transportation and upon written certification from the adjacent property owner agreeing to such encroachment.

MDOT permit issued

SIGNS

Section 36-478:

The following signs are permitted in the Village Center district. However, nonresidential multi-tenant developments must create a sign program. No signage or sign program has been submitted by the applicant.

Wall signs. Wall signs shall be placed generally within a sign band located above the store front and not to exceed 80 percent of the linear frontage. Maximum size per facade is 0.75 square feet per linear foot up to 24 square feet. Letters shall not exceed 18 inches and shall be mounted flush against the wall.

Awning sign. Sign lettering and/or logo shall not comprise more than 20 percent or ten square feet of the exterior surface of the canopy.

Projecting signs. signs shall not project more than 48 inches from the building face and shall have a maximum size of five square feet per side. These signs shall have wrought iron mounting hardware.

Window signs. Window signs shall not exceed ten percent of the window so that visibility into and out of the window is not obscured. Window signs shall be directly applied to the window or hung inside the window, concealing all mounting hardware and equipment.

Freestanding signs. Freestanding signs must be ground mounted and architecturally harmonious with the character of the building. They must meet the size requirements of this chapter and be located in a landscaped area.

One-day portable signs. must be made of wood or decorative metal with cast iron brackets and shall be architecturally compatible with the style, composition, materials, colors, and details of the building.

Staff analysis: A sign program must be submitted and approved by the Commission prior to issuance of a land use permit for signage.

Section 36-187(i) VC and VR Village Center and Village Residential Districts: the Zoning Ordinance specifies additional Village Center district standards, below, with staff analysis for each applicable standard.

- (1) Design standards. The following design standards shall apply to all site plans reviewed under article III of this chapter special uses reviewed under section 36-36 subdivision plats reviewed under the subdivision control ordinance, and condominium projects reviewed under the condominium ordinance.
 - a. General. The overall design and mixture of uses shall be consistent with the intent of this district. Compatibility of uses shall be determined by the following:
 - 1. The uses shall not create noise, dust, odors, fumes or other nuisances that will have an obnoxious effect on surrounding residences.

Staff analysis: There is no existing adjacent residential use that would be impacted by the proposed commercial project. If adjacent lots were to be developed with residential uses in the future, staff does not find that the commercial structure would have a negative impact in terms of noise, dust, odors, fumes, or other similar nuisances.

2. Traffic volumes generated by the use shall not have a negative impact on surrounding residential character.

Staff analysis: The expected traffic for a commercial use is not likely to have a negative impact on surrounding residential character. The Commission could request a traffic impact analysis be submitted for final site plan review.

3. Architecture shall meet the requirements of section 36-73(7).

Staff analysis: see below

4. Location and use of yards shall contribute to the continuation of open space areas within the immediate vicinity.

Staff analysis: There is no open space in the vicinity other than the required yards on adjacent parcels.

5. Location and design of landscaping and pedestrian areas shall be compatible with and enhance the area pedestrian and open space network.

Staff analysis: The sidewalk and streetscape landscaping will be pedestrian in scale.

6. Location, size and types of architectural projections such as porches or awnings shall be compatible with other structures along the same block.

Staff analysis: See architecture discussion below.

7. Location, scale and design of signs shall be consistent with the character of other signs, street elements structures and uses located along the same street.

Staff analysis: No signage is proposed but a sign program will be required for Planning Commission approval.

8. Residential development shall be designed to be compatible with surrounding land uses, while providing a mixture of housing types to meet the varied needs of Township residents.

Staff analysis: No residential development proposed.

- b. Sidewalks/pedestrian circulation.
 - 1. Site design shall demonstrate a special sensitivity to pedestrian circulation and safety.
 - 2. Sidewalks at least five feet wide and at least seven feet wide where abutting parking shall be provided along public streets and private roads; bike paths shall be required in locations designated in the Hamburg Village master plan or to provide linkages with existing or planned bike paths.
 - 3. All developments shall provide pedestrian linkages between public sidewalks and the building entrances.

Staff analysis: An eight-foot wide paved path along M-36 will be installed.

Staff suggested condition: Cross access easement agreement shall be approved by the township attorney

- c. Common open space. For any development which includes ten or more dwelling units, 1,500 square feet of common open space shall be provided per dwelling unit. Such open space may be counted towards meeting open space requirements for minimum lot size reductions, provided that it meets all of the following requirements:
 - 1. Open space shall be set aside by the developer through an irrevocable conveyance that is found acceptable to the planning commission, such as:
 - (i) Recorded deed restrictions;
 - (ii) Covenants that run perpetually with the land; or
 - (iii) A conservation easement established per section 8204 of Public Act No. 451 of 1994 (MCL 324.8204).
 - 2. The common open space shall be used for social, recreational and/or natural preservation. Common open space within the village shall be of a distinct geometric shape, generally rectilinear or square. The common open space shall include landscaping, sidewalks, pedestrian benches and pedestrian scale lamp posts. Open space at the edges of the village, as shown on the Hamburg Village master plan shall be left in a natural state, with the exception of trails or boardwalks.

Staff analysis: No residential uses proposed.

d. Parking/loading areas.

- 1. The amount of parking for nonresidential uses required under article IX of this chapter may be reduced by the planning commission by up to 50 percent upon a finding that patrons will be able to walk to the use from nearby residential areas, patrons are parked at other uses and visiting several uses, and/or on-street parking is available.
- 2. Off street parking lots shall be located behind the front line of the principal building. Where this is not feasible or practical, the planning commission may permit off street parking within the front yard. Parking lots must be setback from any front lot line a minimum of 20 feet.

Staff analysis: Proposed parking conforms to this standard.

3. All off street parking spaces or loading areas must be screened from view of any public road or pedestrian path right-of-way, or private road or pedestrian path easement by an evergreen hedge row or masonry wall, which is consistent with building architecture and site design, at least three feet in height.

Staff analysis: The proposed row of boxwoods would screen the parking lot from M-36, so long as the height is maintained at three feet, but additional boxwoods should be planted within the east setback to further screen parking from M-36.

- 4. Where parking or loading areas abut a residential use, a six-foot-tall masonry wall, which is consistent with building architecture and site design, shall be constructed between the parking lot or loading area and the adjacent residential use. The planning commission may substitute the masonry wall with one or more rows of six-foot-tall evergreens.
- 5. Loading/unloading from secondary streets may be permitted by the planning commission rather than the required on-site loading, upon demonstration by the applicant that through traffic flow and access to neighboring uses will not be disrupted.

Staff analysis: Not proposed

- e. Architecture: See staff discussion of architecture under Site Plan Review Standards, below 1. Buildings shall possess architectural variety but enhance the overall cohesive and historic village character.
 - 2. Building architecture shall meet the standards of section 36-73(7).
 - 3. The first floor of front facades shall include at least 30 percent windows. The approximate size, shape, orientation and spacing shall match that of buildings on adjacent lots.
 - 4. The mass and proportion of structures shall be similar to structures on adjacent lots and on the opposite site of the street. Larger buildings may be broken-up with varying building lines and rooflines to provide a series of smaller scale sections which are individually similar in mass and proportion to surrounding structures.

5. Buildings located on corner lots shall provide distinct and prominent architectural features or site elements which reflect the importance of the building's corner location and creates a positive visual landmark. An entry feature or site landmark shall be required at corners designated for such a feature in the Hamburg Village master plan. The architectural feature or site element shall be subject to planning commission approval.

On sites which contain commercial structures over 50 years old, no exterior portion of any commercial building or structure (including walls, fences, light fixtures, steps, pavement, or other appurtenant features), or aboveground utility structures shall be erected, altered, restored, moved or demolished without the review of the planning commission prior to the issuance of a land use permit. The purpose of the planning commission review is to advise on actions which may or may not be compatible with the desirable historic, architectural or cultural aspects of the district. The planning commission may consider Standards for Rehabilitation and Guidelines for Rehabilitation of Historic Buildings prepared by the U.S. Department of Interior for reviewing actions within the Old Hamburg Village. Such standards are made part of this chapter.

Staff analysis: Not applicable.

6. For proposed alterations to commercial structures for which site plan review is not required under article III of this chapter, the review of the planning commission shall be advisory to the zoning administrator in the issuance of a land use permit. The provisions of this section shall not be construed to prevent the ordinary maintenance or repair of any exterior feature. Further, the provisions of this section shall not prevent the construction, alteration, restoration or demolition of any feature which the building inspector certifies is required because of a threat to public safety.

f. Signs. Signs shall be designed to be compatible with the principal building's architecture and materials.

Staff analysis: Sign program will be required for Planning Commission approval.

- g. Street and access design. Streets shall meet the following, with the acknowledgment that for any public streets, any more stringent standards of the county road commission or the Michigan Department of Transportation shall apply.
 - 1. Access points to M-36 shall be spaced at least 500 feet apart.
 - 2. Access points along streets or driveways intersecting with M-36 shall be setback at least 60 feet from the M-36 right-of-way line.
 - 3. The Township may require shared access or connections between adjacent uses as a means to limit conflict points and preserve capacity along M-36.
 - 4. The maximum length of blocks shall be 700 feet.

5. Street connections to adjacent parcels shall be provided where the master plan identifies a future street connection or there is the possibility to create future street connections. Road stubs for future connections shall be improved to the parcel line.

Staff analysis: No new street installation is proposed. Access will be from M-36 only.

- h. Landscaping. All landscaping shall meet the minimum requirements of article VIII of this chapter. Because of the higher density of development permitted in the VC and VR districts, the following standards shall apply to frontage landscaping in place of the standards contained in article VIII of this chapter:
 - 1. At least an 80-foot-wide landscaped greenbelt shall be provided along undeveloped areas of M-36, as designated on the Hamburg Village master plan, with at least two rows of trees spaced no greater than 25 feet on center. Trees shall be a mixture of evergreen and canopy trees meeting the minimum plant size requirements of article VIII of this chapter. Provision of this landscaped greenbelt may be counted towards the common open space requirements of subsection (c) of this section.
 - 2. Along all road frontages, other than M-36 section identified in subsection (i)(1)h.1 of this section, one canopy street tree shall be planted within five feet of the front lot line for each 40 linear feet of frontage.

Staff analysis: One additional tree should be planted along the M-36 frontage in order to comply with this requirement.

i. Lighting.

1. A consistent type of pedestrian scale ornamental lighting shall be provided along all sidewalks, within any off-street parking lots and along road frontages.

Staff analysis: No lighting is proposed. Final site plan should indicate location and light fixture details for Commission approval.

- 2. Parking lot lighting shall not be greater than 20 feet in height.
- (2) Approval standards. The following criteria shall be used, in addition to the standards contained in article III of this chapter or the subdivision control ordinance, as a basis upon which site plans or subdivision plats shall be reviewed and approved by the Township:
- a. Compatibility with adjacent uses. The proposal shall be designed, constructed, and maintained to be compatible with permitted uses on surrounding land to the extent that is reasonably feasible, giving consideration to economic and site conditions. Consideration may be given to:
 - 1. The location and screening of vehicular circulation and parking areas in relation to surrounding development, to the maximum extent feasible.
 - 2. The location and screening of outdoor storage, outdoor activity and work areas, and mechanical equipment in relation to surrounding development.

3. The bulk, placement, and materials of construction of the proposed use in relation to surrounding development shall be compatible as determined by the general requirements listed in section 36-187(i)(1)a.

Staff analysis: With the additional screening along M-36 and the east property boundary of the parking lot, this requirement will be met, although mechanical equipment is not indicated on the site plan.

Staff suggested condition: Final site plan shall show location and screening of mechanical equipment.

- 4. Proposed site amenities.
- 5. The site grading and stormwater drainage plan.
- b. Transportation and access. The proposed use shall be designed to minimize the impact of traffic generated by the use to the extent that is reasonably feasible, giving consideration to economic and site conditions. Consideration may be given to the following:
 - 1. Relationship between the proposed development and existing and proposed streets.
 - 2. Estimated traffic generated by the proposed use.
 - 3. Location and access to on-street parking.
 - 4. Location and access to off-street parking.
 - 5. Provisions for vehicular traffic.
 - 6. Continuation of the planned street network for the village.

The planning commission may require a traffic impact study for special uses.

Staff analysis: A roadway to the north of this site, connecting M-36 and Industrial Drive, is proposed in the Village Future Land Use plan. Staff's suggested condition of a floating easement for cross access could be used for this future connection between the two existing roadways.

- c. Building architecture. In determining the appropriateness of buildings, design elements shall be evaluated in relation to existing and proposed surrounding buildings and uses. The design shall meet the standards of subsection (i)(1)g of this section
- d. Emergency access. All buildings or groups of buildings shall be so arranged as to permit convenient and direct emergency vehicle access.

Staff analysis: Public Safety approval will be required prior to final site plan approval.

e. Health and safety concerns. Any use shall comply with applicable federal, state, county, and local health and pollution laws and regulations related to noise; dust, smoke and other air pollutants; vibration; glare and heat; fire and explosive hazards; gases; electromagnetic; radioactive materials; and toxic and hazardous materials. The planning commission may require an environmental impact study for special uses.

Staff analysis: No negative health or safety concerns are expected from proposed commercial development. Each tenant will require a change of use review by the township zoning administrator and fire marshal and will be reviewed in light of zoning requirements.

f. Screening. Off-street parking, outside refuse, storage areas, and mechanical and electrical equipment which are within sight of adjacent residential districts or public roads shall be adequately screened.

Staff suggested condition: Final site plan shall show required screening of parking area and mechanical and electrical equipment. No outside storage areas are proposed.

g. Appearance. Signs and other site features shall be designed and located on the site so that the proposed development is aesthetically pleasing and harmonious with nearby developments.

Staff analysis: A sign program will be required to be approved by the Commission prior to issuance of land use permits.

SITE PLAN REVIEW STANDARDS

In the review of all site plans, the Zoning Administrator and the Planning Commission shall endeavor to assure the following:

A. The proposed development conforms to all provisions of the Zoning Ordinances. Please see the discussion of ordinance compliance for analysis on the project compliance and consistency with the intent and purpose of the Township's Zoning Ordinance.

Variances have been granted for the relocated driveway along M-36.

B. All required information has been provided.

The information submitted appears to be adequate to allow the Planning Commission to review and make comment on the preliminary site plan for the subject site.

C. The movement of vehicular and pedestrian traffic within the site and in relation to access streets and sidewalks will be safe and convenient.

Michigan Department of Transportation has approved the relocated driveway. Additionally, the proposed sidewalk along M-36 will connect with the walkway immediately in front of the commercial building.

D. The proposed development will be harmonious with existing and future uses in the immediate area and the community.

The proposed development will provide for a general use commercial structure, which is compatible with the zoning and the future uses of the Master Plan. However, staff has serious reservations about the architecture of the proposed building, as discussed

below, as well as providing future connectivity through this site to accommodate future redevelopment of this site.

E. The proposed development provides the necessary infrastructure improvements, such as roads, drainage, pedestrian facilities and utilities, to serve the site, and be adequately coordinated with the current and future use of adjacent properties.

The site is proposing on-site stormwater management, a pedestrian path, and one rightin only access point from a relocated driveway. However, a cross-access easement for the path and a floating easement for future connectivity to adjacent parcels would facilitate future connectivity and ensure that the pedestrian path remains accessible to the public.

Staff suggested conditions: Cross access easement for the pedestrian pathway shall be submitted for township attorney approval and recorded prior to issuance of a land use permit for any site improvements.

A floating easement to allow cross-access across subject site from adjacent properties should the subject site be redeveloped shall be submitted for township attorney approval and recorded prior to issuance of a land use permit for any site improvements.

- F. The applicable requirements of Township, County and State agencies are met regarding grading and surface drainage and for the design and construction of storm sewers, storm water holding facilities, water mains, and sanitary sewers. The site plan has been forwarded to the Township Engineer, Utilities Department and the Livingston County Water Authority. Prior to issuance of a building permit the applicant will need approvals from all the required local, state, and federal agencies. The Utilities Department has provided a preliminary opinion of probably cost for sewer REUs and has requested that a condition of site plan approval be as follows: All sewer fees shall be paid in full prior to issuance of a land use permit for any site improvements.
- G. Natural resources will be preserved to the maximum extent possible in the site design by developing in a manner which will not detrimentally affect or destroy natural features such as lakes, ponds, streams, wetlands, steep slopes, and woodlands.

There are no natural features present on the site.

H. The proposed development shall respect the natural topography to the maximum extent possible by minimizing the amount of cutting, filling, and grading required.

The subject property is relatively flat and minimal grading will be required as a part of this project.

I. The proposed development will not cause soil erosion or sedimentation.

The LCDC will review the plans and issue a soil erosion and sedimentation control permit prior to issuance of a building permit.

J. Landscaping, including trees, shrubs and other vegetative material is provided to maintain, improve and/or restore the aesthetic quality of the site.

Staff finds that the provided landscaping would improve the aesthetic quality of the site.

K. Conformance to the adopted Hamburg Township Engineering and Design Standards.

The engineer has reviewed the plans for compliance with the Engineering and Design Standard and provided comments.

- L. All proposed commercial, office, industrial, institutional and multiple family development shall utilize quality architecture to ensure that buildings are compatible with surrounding uses, protect the investment of adjacent landowners, blend harmoniously into the streetscape and meet the objectives the Township Master Plan. New buildings, additions and renovations shall be designed to preserve or complement the design character of existing development provide visual harmony between old and new buildings, and create a positive image for the Township's various commercial shopping nodes. Commercial, office, industrial, institutional and multiple family architecture shall be reviewed by the Planning Commission under the following criteria:
 - 1. Buildings shall front towards and relate to the public street. Buildings shall be located to create a define streetscape through uniform setbacks and proper relationship to adjacent structures. Proper relationship to existing structures in the area shall be maintained through building mass, proportion, scale, roof line shapes and rhythm. Buildings within the area designated on the M-36 Corridor Plan/Master Plan as the "Hamburg Village" shall be compatible with the historic character of the unincorporated place commonly referred to as the "Old Hamburg Village."
 - 2. Building materials and colors shall relate well and be harmonious with the surrounding area. Roof shape and materials shall be architecturally compatible with adjacent buildings and enhance the predominant streetscape. For any side of a principal building facing a public or private street, at least fifty percent (50%) of the facade shall be constructed of, or covered with, the following materials:
 - a. Brick;
 - b. Fluted or scored concrete block;
 - c. Cut stone;
 - d. Vinyl siding;
 - e. Wood siding;
 - f Glass; or,
 - g. Other materials similar to the above as determined by the Planning Commission.
 - 3. Buildings shall possess architectural variety, but enhance the overall cohesive community character. Buildings shall provide architectural features, details and ornaments such as archways, colonnades, towers, cornices or peaked roof lines.

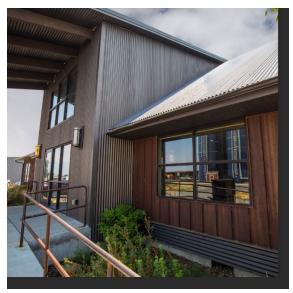
- 4. Building walls over 100 feet in length shall be broken up with a combination of the following: varying building lines, windows, architectural accents and trees.
- 5. Building entrances shall utilize windows, canopies and awnings; provide unity of scale, texture, and color; and provide a sense of place.
- 6. Where the rear facade of a building will be visible from a residential zoning district, or the rear of the site will be used for public access or parking, such rear facade shall be constructed to a finished quality comparable to the front facade.
- 7. Signs, landscaping, lighting and other site elements shall be coordinated and compatible with the building design, as well as harmonious with other nearby developments. Developments shall provide site features such as decorative entry signs, ornamental lighting, pedestrian plazas and/or pedestrian furniture.

Staff Analysis: The proposed multi-tenant commercial building is a 77-foot by 292-foot metal clad structure, with a 18.25-foot wall plate and a metal roof with a 2/12 pitch. Five solid overhead doors are on the east elevation and three glazed overhead doors on the south elevation along M-36. Metal canopies are located over the three overhead doors on the south elevation and over each entry door on the east elevation. A masonry facade is proposed, three feet from grade, along the south and east elevations; no finishes are proposed along the west or north elevations.

Section 36-73(7) specifies that "For any side of a principal building facing a public or private street, at least 50 percent of the facade shall be constructed of, or covered with, the following materials: brick; fluted or scored concrete block; cut stone, vinyl siding; vinyl siding; glass; or other materials similar to the above as determined by the Planning Commission." The metal siding would need to be approved by the Commission as an acceptable substitute to the noted materials.

Additionally, building walls over 100 feet in length shall be broken up with a combination of the following: varying building lines, windows, architectural accents, and trees. The only windows on the 292-foot long east elevation are the windows on the tenant space entry doors.

The proposed elevations are uninspired and wholly inappropriate for a commercial structure along a gateway into Hamburg Township that is zoned Village Center. There are multiple ways to add interest to a metal-sided rectangular building. Height and depth articulations, additional windows, and a mix of exterior finishes would break up the expansive east elevation and add aesthetic interest to the south elevation. Staff offers the images below as examples of architectural details that could be used on the proposed building. The Commission should also consider requiring additional finishes on the south and north elevations.





RECOMMENDATIONS:

Staff recommend the Planning Commission review, discuss and make a recommendation to the Township Board to either approval or denial of the Preliminary Site Plan Application (PSPA23-0001) or table the application and request any additional information deemed necessary for review.

Site Plan Review 23-0001 Draft Approval Motion:

The Planning Commission recommends approval of the preliminary site plan (SPA23-0001) to the Township Board with the following conditions; because as conditioned the project meets the site plan review standards A-L in section 36-73 (7) and the additional approval standards of the Village Center district under section 36-187 as discussed at tonight's meeting and as presented in the Staff Report.

The Planning Commission approves the landscaping waiver for the parking lot islands (please state the specific landscaping requirements for which a waiver is granted) because it meets the standards set forth in Section 36-283.

- 1. Cross access easement for the pedestrian pathway shall be submitted for township attorney approval and recorded prior to issuance of a land use permit for any site improvements.
- 2. A floating easement to allow cross-access across subject site from adjacent properties should the subject site be redeveloped shall be submitted for township attorney approval and recorded prior to issuance of a land use permit for any site improvements.
- 3. All sewer fees shall be paid in full prior to issuance of a land use permit for any site improvements.
- 4. Prior to issuance of a land use permit the applicant shall submit a photometric plan that shows that the intensity of light within a site does not exceed ten (10) footcandles or one (1) footcandle at any property line, except where it abuts a residentially used or zoned site whereby a maximum of 0.5 footcandles is permitted. Applicant shall propose an exterior light that is similar to the suggested Village Center lighting.

- 5. Final site plan shall indicate required lighting along M-36 pathway and parking area. Light fixtures to match approved Village Center fixtures and shall comply with light intensity requirements.
- 6. The final site plan shall note that "All lighting shall be turned off between 11:00 PM and Sunrise except when used for commercial and industrial uses, such as in sales, assembly and repair areas, where such use is open for business after 11:00 p.m. but only for so long as such use open for business. Lighting used for security between 11:00 pm and sunrise shall be controlled by a motion sensor."
- 7. Prior to issuance of a land use permit the applicant shall receive approval from all required agencies including, but not limited to, Hamburg Township Fire, Utilities Department, Livingston County Drain Commissioner, MDOT, and Livingston County Water Authority.
- 8. A sign program meeting the standards of Section 36-479 shall be submitted for approval by the Planning Commission prior to issuance of a land use permits for signage.
- 9. Tree preservation location and details shall be delineated on the final site plan.
- 10. A change of use permit shall be issued for every occupant of the structure. At the time of permit application, a parking count shall be provided by the property owner indicating the available parking for each use.
- 11. All sewer fees shall be paid in full prior to issuance of a land use permit for any site improvements.
- 12. Final site plan shall show required screening of parking area and mechanical and electrical equipment.
- 13. No outside storage areas are permitted.

EXHIBITS:

April 2023 Zoning Board of Appeals meeting minutes
Project plans
Site plan application
Township engineer review letter
Fire marshal review letter
MDOT permit
Utilities letter
LCWA



June 6, 2023

Hamburg Township Board Hamburg Charter Township 10405 Merrill Road P.O. Box 157 Hamburg, Michigan 48189

Re: Zander Flex Space, Responses to Conditons from

Dear Board,

Below are the responses to the conditions as set forth by the Hamburg Township Board of Trustees meeting which occurred on June 06, 2023 at 2:30 pm and in which the owner complies.

1. Cross access easement for the pedestrian pathway shall be submitted for township attorney approval and recorded prior to issuance of a land use permit for any site improvements.

Concur. Please see updated plans and legal description for review and record.

2. A floating easement to allow cross-access across subject site from adjacent properties should the subject site be redeveloped shall be submitted for township attorney approval and recorded prior to issuance of a land use permit for any site improvements.

Concur. Please see legal description for review and record.

3. All sewer fees shall be paid in full prior to issuance of a land use permit for any site improvements.

Concur. Fees are being accessed by Hamburg Utilities.

4. Prior to issuance of a land use permit the applicant shall submit a photometric plan that shows that the intensity of light within a site does not exceed ten (10) footcandles or one (1) footcandle at any property line, except where it abuts a residentially used or zoned site whereby a maximum of 0.5 footcandles is permitted. Applicant shall propose an exterior light that is similar to the suggested Village Center lighting.

Concur. Please see updated plans and details.

5. Final site plan shall indicate required lighting along M-36 pathway and parking area. Light fixtures to match approved Village Center fixtures and shall comply with light intensity requirements.

Concur. Please see updated plans and details.

6. The final site plan shall note that "All lighting shall be turned off between 11:00 PM and Sunrise except when used for commercial and industrial uses, such as in sales, assembly and repair areas, where such use is open for business after 11:00 p.m. but only for so long as such use open for business. Lighting used for security between 11:00 pm and sunrise shall be controlled by a motion sensor."

Concur. Please see updated plans.

7. Prior to issuance of a land use permit the applicant shall receive approval from all required agencies including, but not limited to, Hamburg Township Fire, Utilities Department, Livingston County Drain Commissioner, MDOT, and Livingston County Water Authority.

Concur. All agencies have reviewed the plans and made necessary comments other than the Livingston County Drain Commissioner who deferred to the review engineer IMEG and the Utilities Department. All comments have been fully addressed. Awaiting approval from the Utilities Department. Letters of approval are attached.

8. A sign program meeting the standards of Section 36-479 shall be submitted for approval by the Planning Commission prior to issuance of a land use permits for signage.

Concur.

9. Tree preservation location and details shall be delineated on the final site plan.

Concur. Please see updated plans.

10. A change of use permit shall be issued for every occupant of the structure. At the time of permit application, a parking count shall be provided by the property owner indicating the available parking for each use.

Concur.

11. Parking space size may be reduced as indicated on the site plan.

Concur. Plans reflect this size.

12. Final site plan shall show required screening of parking area and mechanical and electrical equipment.

Concur. Please see updated plans.

13. No outside storage areas are permitted.

Concur.

14. Prior to final site plan approval architecture shall be approved by the Planning Commission.

Concur. Please see updated attachments.

15. Shrubs shall be maintained at three feet tall and additional screening shall be provided along the east property. *Concur. Please see updated plans.*

We respectfully request that Hamburg approves the subject site plans for Final Approval. If any additional information is required, please contact us for further assistance.

Sincerely,

Marc McIntire, PE

Man Mortee

Open Door Consultants, LLC

Engineering & Design

PO Box 532

Madison, MS 39130

SITE PLANS **FOR** ZANDER FLEX SPACE WHITMORE LAKE, MICHIGAN 48189 **JUNE 2023**



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VICINITY	MAP

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SHEET INDEX

CONTENTS
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TITLE SHEET

BARKER FREE STANDARDS

FOUNDATION PLAN

FLOOR PLAN

EXTEROR ELEVATIONS

WALL SECTIONS

REFLECTED CEILING PLAN

NOTES

LANDSCAPE PLAN MECHANICAL

ELECTRICAL

PLUMBING

	SUBMITTALS				
	NO.	DATE	DESCRIPTION	EY	
	1	02/27/23	ISSUED FOR TOWNSHIP REVIEW	MM	
	2	05/01/23	ISSUED FOR TOWNSHIP REVIEW AND APPROVAL	MM	
	3	08/05/23	ISSUED FOR TOWNSHIP REVIEW AND APPROVAL	MM	
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HAMBURG TOWNSHIP SANITARY SEWER SYSTEM BRITTANY K. CAMPBELL, UTILITIES COORDINATOR (810) 231-1000 EXT. 210

WATER / SANITARY SEWER: LIVINGSTON COMMUNITY WATER AUTHORITY PATRICK HOHL, SUPERVISOR (810) 231-1333

MERS ENERGY COMPANY OCHOW, PRESIDENT AND CEO

POWER; DTE ELECTRIC COMPANY TREVOR LAUER, PRESIDENT & COO (313) 235-8000

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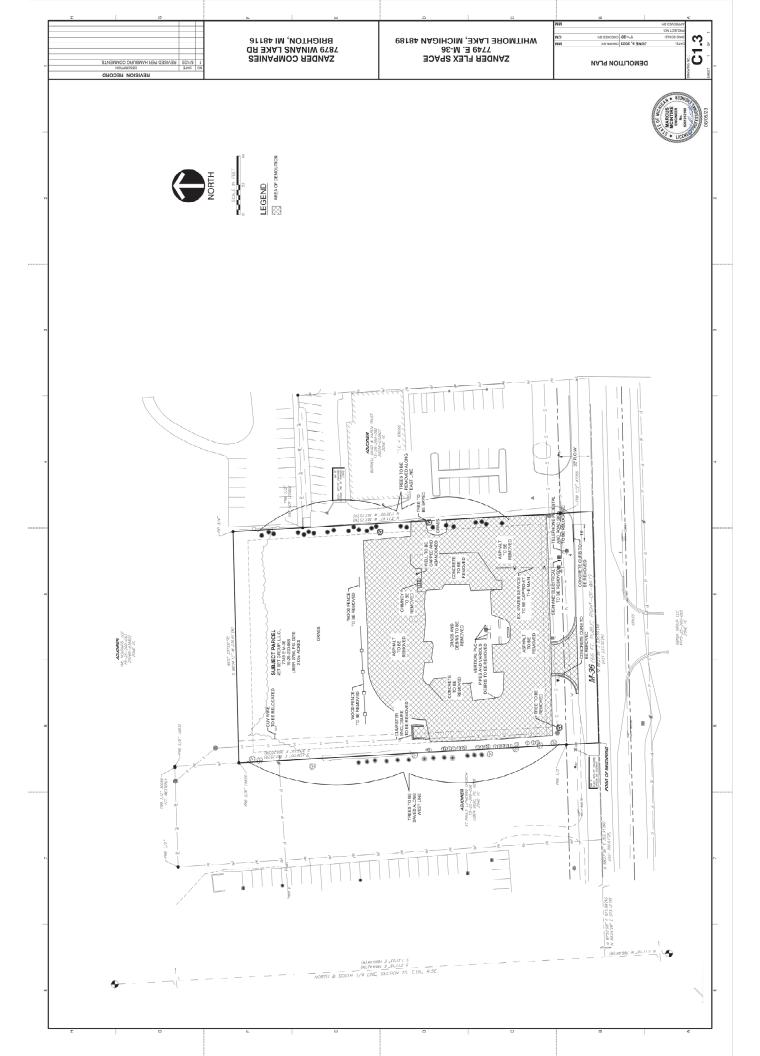
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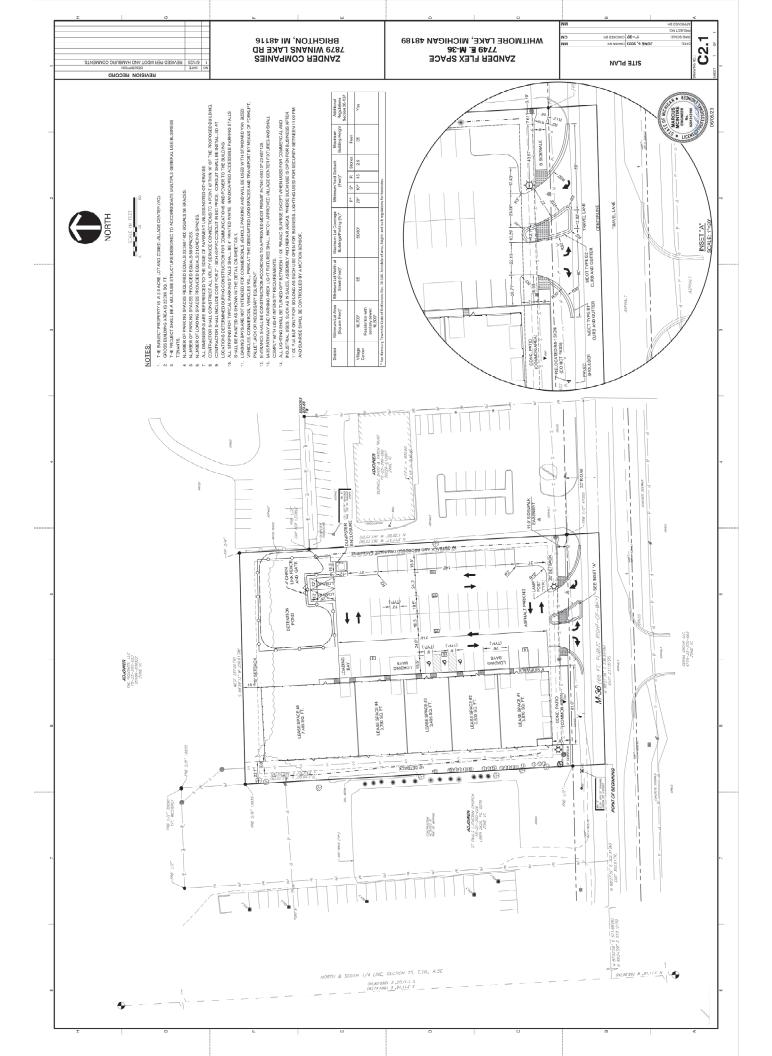
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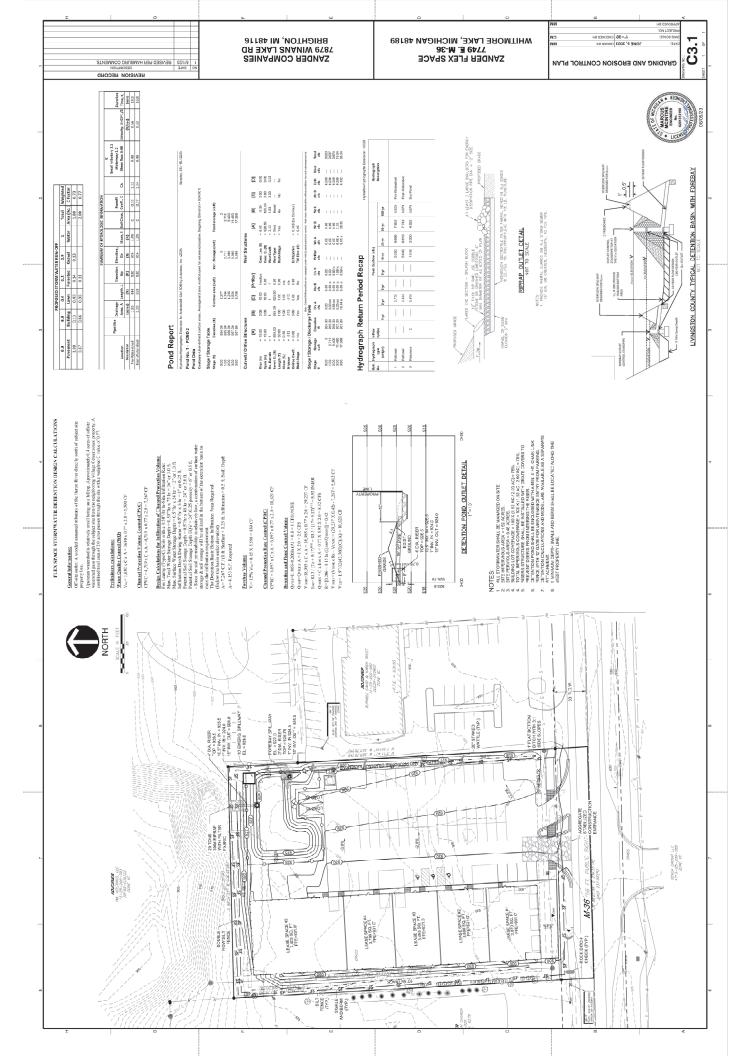
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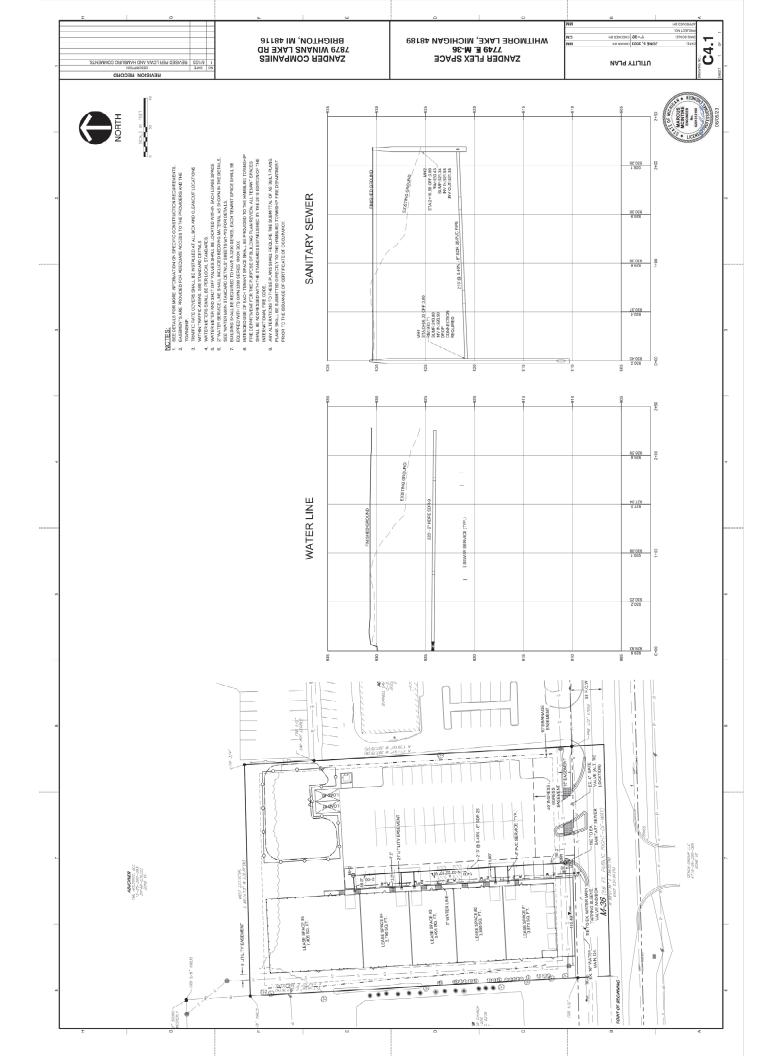
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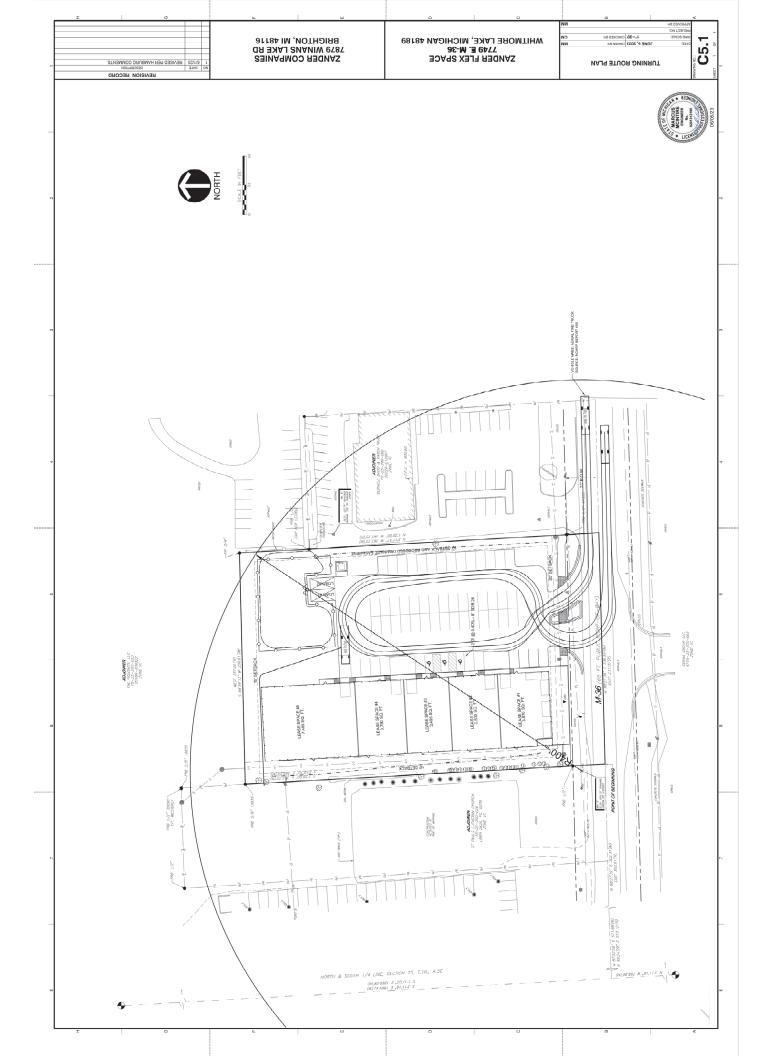
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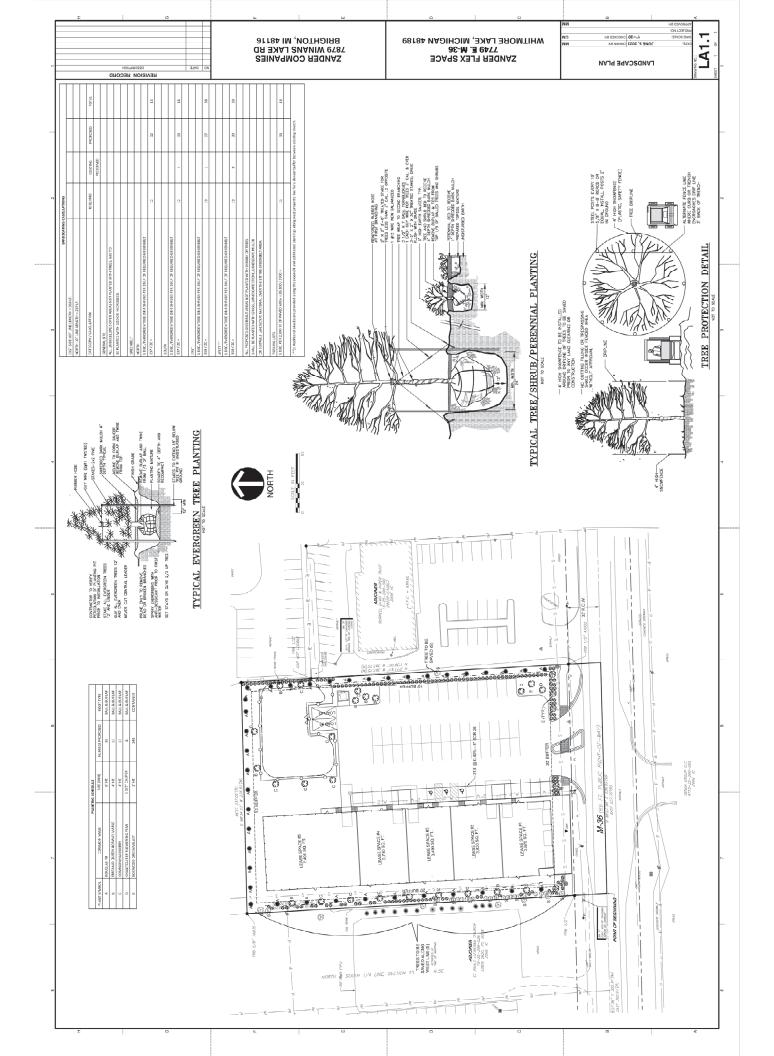




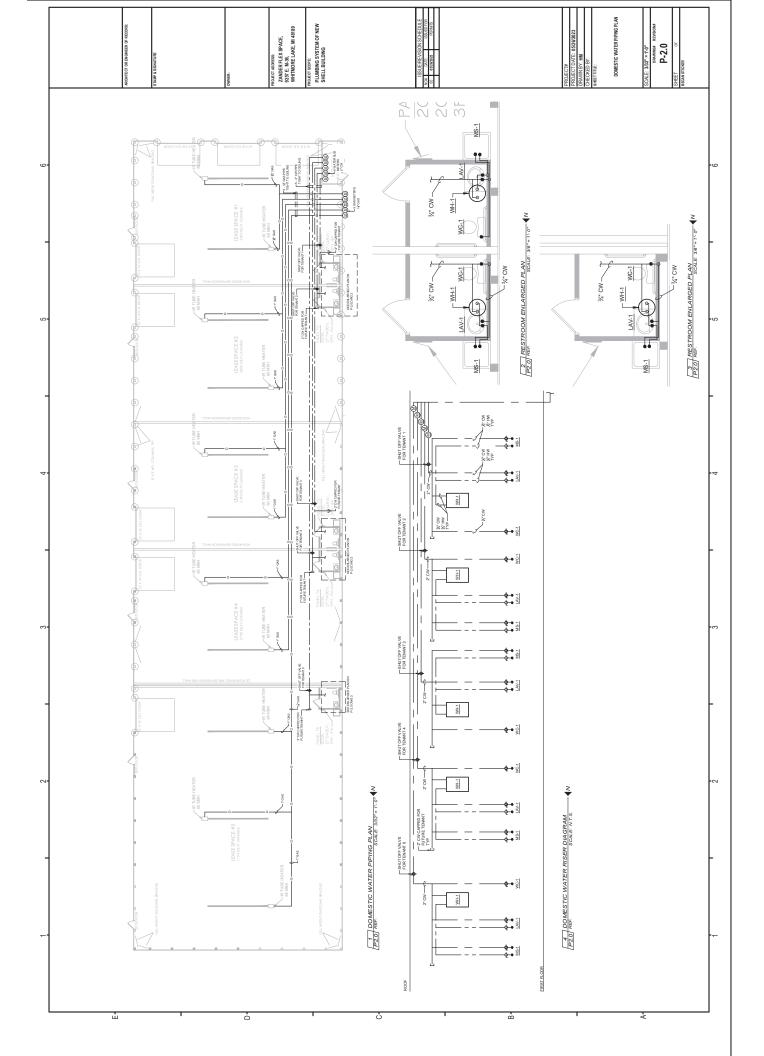














June 2, 2023

Hamburg Fire Division Hamburg Charter Township 10405 Merrill Road P.O. Box 157 Hamburg, Michigan 48189

Re: Zander Flex Space, Responses to Comments from Preliminary & Final Site Plan Review

Dear Mr. Zernick,

Below are the responses to the comments recieved.

1. Building shall be required to have a 3200 series. Each tenant space shall be equipped with its own 3200 series Knox Box.

Concur.

- 2. Intended use of each tenant space shall be provided for the purpose of building plan review. Proper fire protection requirements cannot be determined without knowing the intended use of the space. Concur. Although no tenants have been secured, future tenants and uses will be submitted for review.
- 3. Fire Hydrant to be placed at the North end of the parking lot due to the lack of access to the northern portion of the building because of the detention pond. Fire hydrant shall meet the stands set forth by the Livingston Community Water Authority (LCWA).
 - Please review the attached exhibit which shows that we meet the 400' radius rule per the 2018 IFC that would exclude the addition of another hydrant. Also, the building was updated to a straight rectangular shape that allows for easy access.
- 4. If Fire Alarm or suppression is deemed to be required, plans shall be submitted directly to the Hamburg Township Fire Department for review.
 - Fire suppression is not required. See fire rated walls detail on T1.1.
- 5. It is requested that each individual tenant space to individually addressed.
 - Concur. Although no tenants have been secured, future tenants and uses will be submitted for review.
- 6. Any alterations to these submitted plans shall require the submittal of As Built plans. Plans shall be submitted directly to the Hamburg Township Fire Department prior to the issuance of Certificate of Occupancy.

Concur.

- 7. All tenant spaces shall be addressed with the standards established by the 2018 edition of the International Fire Code.
 - Concur. Although no tenants have been secured, future tenants shall meet the stated code.

8. Architectural Building plans shall be submitted for review by the Fire Department. *Concur. The architectural plans are attached.*

We respectfully request that Hamburg Fire Division approves the subject site plans sends the corresponding letter of approval. If any additional information is required, please contact us for further assistance.

Sincerely,

Marc McIntire, PE

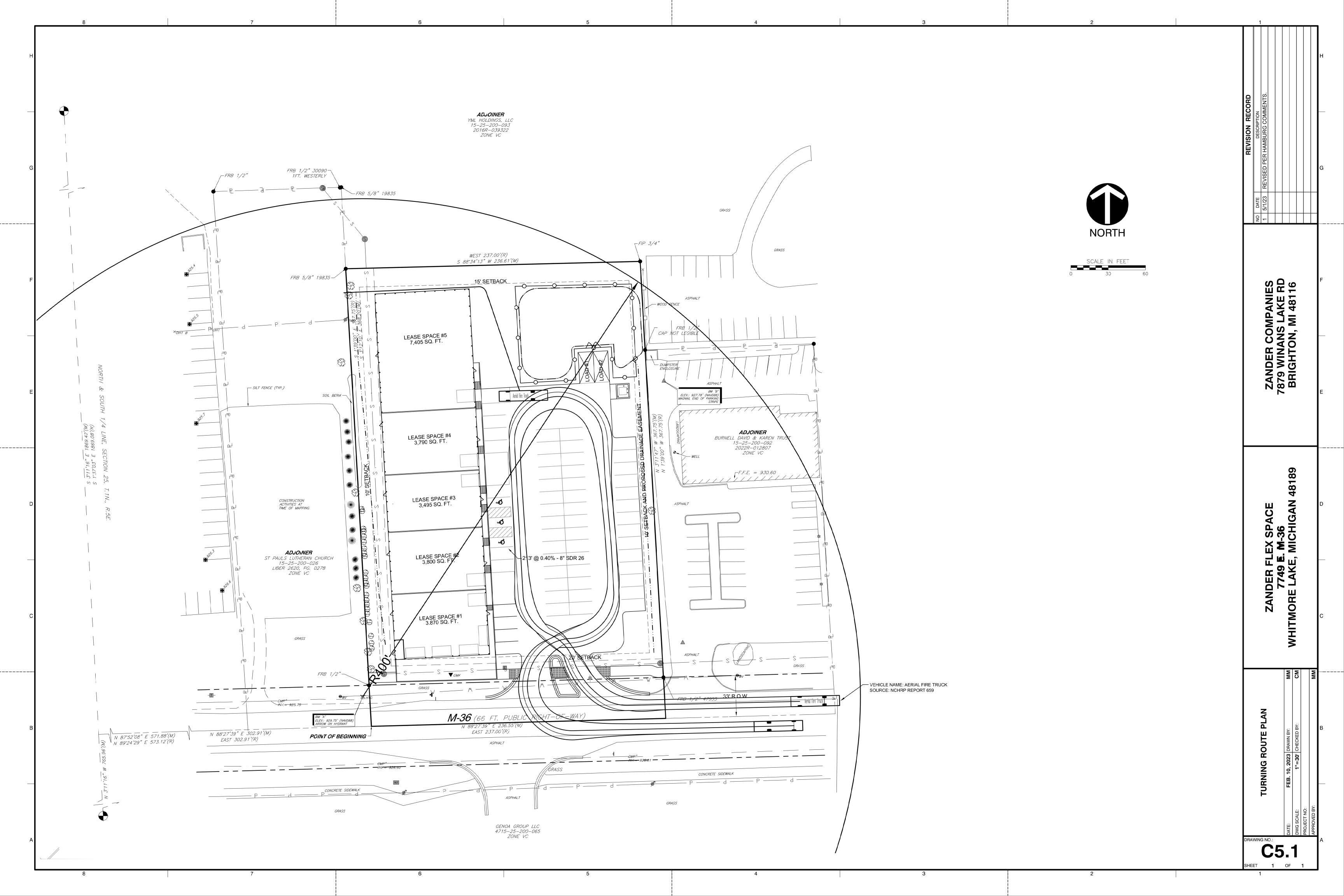
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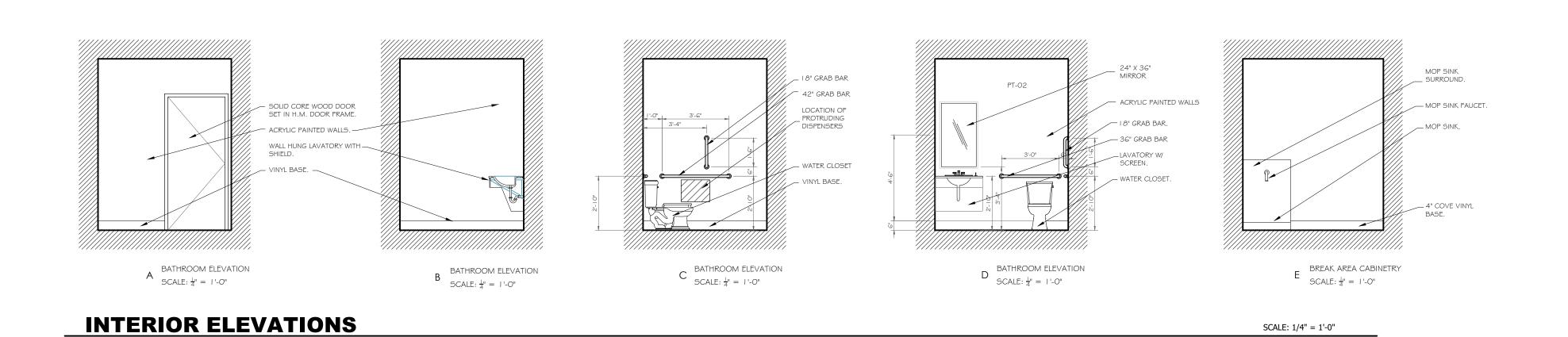
Engineering & Design

PO Box 532

Madison, MS 39130



SCALE: 3/32" = 1'-0"



A1.3



Hamburg Township Public Safety - Fire Division

10100 VETERANS MEMORIAL DRIVE P.O. BOX 157 ◆ HAMBURG, MI 48139-0157 PHONE: 810-222-1100 ◆ FAX: 810-231-9401 E-MAIL: http://www.html.us

DEPUTY FIRE CHIEF JORDAN ZERNICK PLAN REVIEW RESULTS

To: Hamburg Twp. Zoning

From: Deputy Chief, Jordan Zernick

CC: Deputy Director – Fire Division Jeffrey Newton

Subject: Preliminary Site Plan Review – 7749 E M36

Date: May 24, 2023

I have completed the plan review of the Preliminary Site Plan submittal for the proposed occupancy at 7749 E M36 in Hamburg Township. The review was based on applicable Fire Codes and Hamburg Township Ordinance Requirements.

The plans are approved as submitted with the following requirements, revisions and clarification:

- 1. Building shall be required to have a 3200 series. Each tenant space shall be equipped with its own 3200 series Knox Box.
- 2. Intended use of each tenant space shall be provided for the purpose of building plan review. Proper fire protection requirements can not be determined without knowing the intended use of the space.
- 3. Fire Hydrant to be placed at the North end of the parking lot due to the lack of access to the northern portion of the building because of the detention pond. Fire hydrant shall meet the stands set forth by the Livingston Community Water Authority (LCWA).
- 4. If Fire Alarm or suppression is deemed to be required, plans shall be submitted directly to the Hamburg Township Fire Department for review.
- 5. It is requested that each individual tenant space to individually addressed.
- 6. Any alterations to these submitted plans shall require the submittal of As Built plans. Plans shall be submitted directly to the Hamburg Township Fire Department prior to the issuance of Certificate of Occupancy.
- 7. All tenant spaces shall be addressed with the standards established by the 2018 edition of the International Fire Code.
- 8. Architectural Building plans shall be submitted for review by the Fire Department.



Hamburg Township Public Safety - Fire Division

10100 VETERANS MEMORIAL DRIVE P.O. Box 157 ◆ HAMBURG, MI 48139-0157 PHONE: 810-222-1100 ◆ FAX: 810-231-9401 E-MAIL: http@hamburg.mi.us

DEPUTY FIRE CHIEF JORDAN ZERNICK PLAN REVIEW RESULTS

This approval is subject to field inspection. This approval shall be valid for one year. If construction has not begun within 12 months of the date on this letter the plans must be resubmitted for approval. This approval does not exempt the project from complying with all applicable codes. Additional submittals and approvals may be required.

Deputy Chief Jordan Zernick



INDIVIDUAL CONSTRUCTION PERMIT

For Operations within State Highway Right-of-Way

Issued To: Zander Companies 7879 Winans Lake Road Brighton MI 48116 Contact: Marc McIntire		Permit Number: Permit Type: Permit Fee: Effective Date: Bond Numbers: Liability Insurance	EI8449	to May 25, 202	
662-275-1959(O) mmcintire151@gmail.com					
Contractor:		Contact:			
Zander Companies		Marc McIntire			
7879 Winans Lake Rd Brighton MI 48116		mmcintire151@gr	mail.com		
THIS PERMIT IS VALID ON	ILY FOR THE FOLLOWING	PROPOSED OPERA	ATIONS:		
PURPOSE:					
drive slopes away from M-3 requires no culvert, and an e	the existing driveway and shi 6 into the site. Additionally, the existing drive and utilities ham ar traffic with some box trucks	e drive is located ap oper large taper dista	proximately at the inces. Anticipated	crest of M-36 and	i
STATE ROUTE: M-36	TOWNSHIP OF: Ha	imburg	COUNTY:	Livingston Coun	ty
NEAREST INTERSECTION:	SIDE OF ROAD:	DISTANCE TO NEAREST INTER		IRECTION TO NEA	REST
Hall Road	NS	200.00	E	ast	
CONTROL SECTION:	MILE POINT FROM:	MILE POINT TO:	L LEFT MEDI	OCATION: AN RIGHT TR	ANSVERSE
47041	21.010	21.010	X		
REQUISITION NUMBER:	WORK ORDER NUMBER:	MDOT JOB NUME	BER: 0	RG JOB NUMBER	:

This permit is incomplete without "General Conditions and Supplemental Specifications" I certify that I accept the following:

- 1. I am the legal owner of this property or facility, the owner's authorized representative, or have statutory authority to work within state highway Right-of-Way.
- 2. Commencement of work set forth in the permit application constitutes acceptance of the permit as issued.
- 3. Failure to object, within ten (10) days to the permit as issued constitutes acceptance of the permit as issued.
- 4. If this permit is accepted by either of the above methods, I will comply with the provisions of the permit.
- 5. I agree that Advance Notice for Permitted Activities for shall be submitted **5 days prior** to the commencement of the proposed work.

I agree that Advance Notice for Permitted Utility Tree Trimming and Tree Removal Activities shall be submitted **15** days prior to the commencement of the proposed work for an annual permit.

CAUTION

Work shall <u>NOT</u> begin until the Advance Notice has been approved. Failure to submit the advance notice may result in a Stop Work Order.

Zander Companies	Pascal Bui	May 25, 2023
	MDOT	Approved Date
TSC Contact Info	Brighton TSC	(810) 227-4681

THE STANDARD ATTACHMENTS, ATTACHMENTS AND SPECIAL CONDITIONS MARKED BELOW ARE A PART OF THIS PERMIT.

STANDARD ATTACHMENTS:

- 1 ENVIRONMENTAL REQUIREMENTS FORACTIVITIES WITHIN MDOT RIGHT-OF-WAY (2486)
- 2 General Conditions (General Conditions)

ADDITIONAL ATTACHMENTS:

- 1 Notice to Insurance or Surety Agent BTSC.docx
- 2 6651352 Copy of Executed Bond.pdf
- 3 Site Plan Zander Flex Space REV 4-11-23-attachements.pdf
- 4 ZANDER FLEX SPACE MDOT REVIEW 3-20-23-2.pdf
- 5 ZANDER FLEX SPACE PA-08.pdf
- 6 Site Plan Zander Flex Space REV 4-11-23.pdf

47041-093137-23-052623 Issued To:Zander Companies

AMENDMENT ATTACHMENTS:

SPECIAL CONDITIONS:

1 All disturbed areas within the right of way shall be top-soiled, seeded and mulched to match existing areas per current MDOT standards and specifications.



ARCHITECTS. ENGINEERS. PLANNERS.

June 2, 2023

Mr. Mark St. Charles, Chairperson Livingston Community Water Authority (LCWA) Green Oak Township Hall 10001 Silver Lake Road Brighton, MI 48116

Re: 7749 M-36, Zander Flex Space

Plan Review for Site Plan Approval

OHM # 0019-23-0040

Dear Mr. St Charles:

A proposed development of approximately 27,000 square feet is being proposed at 7749 E M-36 (previously Roadies Restaurant) in Hamburg Township. The applicant has requested an approval by LCWA to obtain Site Plan approval from Hamburg Township. The applicant proposes water service to 5 individual metered units via a 2" water service connected to the 16" LCWA water main along the front of the property.

OHM provided preliminary comments on April 17, 2023, and reviewed updated plans dated 5/01/23 provided by Zander Companies. While we cannot approve the plans for a detailed engineering review at this time, the LCWA water main has the capacity and is adequate to provide water service needed for this site. We have no objection to a Site Plan approval which is granted by Hamburg Township not LCWA provided the following comments are addressed during detailed engineering:

- 1. The applicant will be responsible for obtaining the proper number of residential equivalent units (REU's) and applicable fees from Hamburg Township based on approved building use.
- 2. The Hamburg Township Fire Department has requested a fire hydrant to be added to service the northern limits of the building. The hydrant location will require LCWA and the Fire Department approval. If placed on private property the hydrant and associated water main piping will require a 25' wide LCWA easement and subject to a Michigan Department of Environment, Great Lakes, and Energy (EGLE) Part 399 Water Main Supply Permit. Details on the proposed connection to the LCWA water main (i.e., tapping sleeve and valve or water shut down) must be submitted to LCWA for review.
- 3. Access to valves and hydrants must always be maintained. Trees and landscaping that would hinder access to the water main system are not permitted within 10 feet of the water main unless approved by LCWA.
- 4. The engineer shall provide copies of other agency permits or approvals including the Township and Livingston County.
- 5. It is understood that LCWA will not be funding any portion of the proposed water main work.
- 6. Additional construction requirements and inspection fees will be provided upon detailed engineering approval of the plans.
- 7. The LCWA Engineering Standards are attached.

Please note, additional comments may be provided during the detailed engineering phase. We are willing to meet with you and the applicant to review the above comments and LCWA requirements. If you have any questions, feel free to contact me at 734-466-4492.

Sincerely, OHM Advisors

Richard R. Hobgood, P.E.

Att: LCWA Engineering Standards

Ruhard R Troboos

cc: Anthony Dowson, Highland Treatment (via email)

Vicki Putala, P.E., OHM (via email) Chris Donajkowski, OHM (via email)

Patrick Hohl, Township Supervisor (via email)

Ted L. Erickson, IME Group (via email)

Marc McIntire, Open Door Consultants (via email) Nicholas Zander II, Zander Companies (via email)

File



May 16, 2023

Ms. Amy Steffens Planning and Zoning Director Hamburg Township P.O. Box 157 Hamburg, MI 48139

Re: Zander Flex Space Site Plan Review

Dear Ms. Steffens

We have reviewed the plans for the reference project dated May 1, 2023 as prepared by Open Door Consultants along with supplemental drainage information provided May 15, 2023. We offer the following comments for your consideration.

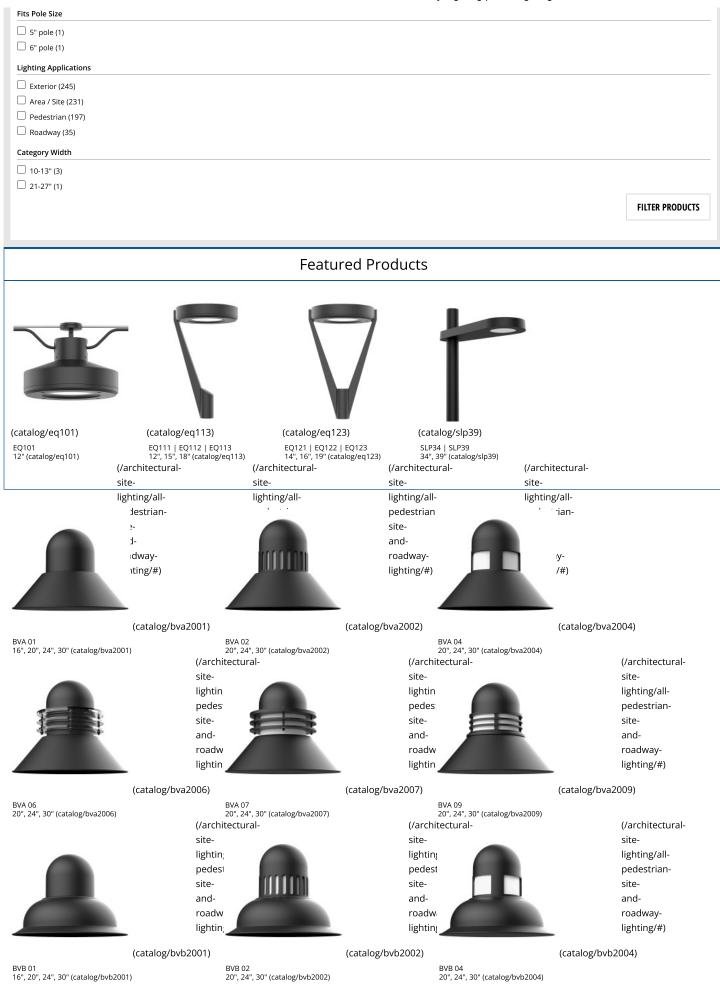
- 1. There is a small typo in the Legal Description on Page 3. We assume the last line should read "South 01°39'00" East 237 Feet to the Point of Beginning". The petitioner should verify and correct.
- 2. The petitioner should apply for a commercial sewer connection through the Township's Utility Department. A sanitary system review will be conducted after the application.
- 3. The proposed pavement section is appropriate for the use.
- 4. The stormwater water management plan is in general conformance with the Livingston County Drain Commissioner standards.
- 5. We understand preliminary approval from MDOT for the driveway has been received. The petitioner should provide the final approval when received.

In summary, we have no objection to the approval of the site plan contingent on the above items.

If you have any questions, please contact me at (734) 657.4925.

Sincerely,

Ted L. Erickson, P.E. Principal \files\Active\Projects\2023\23001935.00\Design\Civil\SItePlanReview



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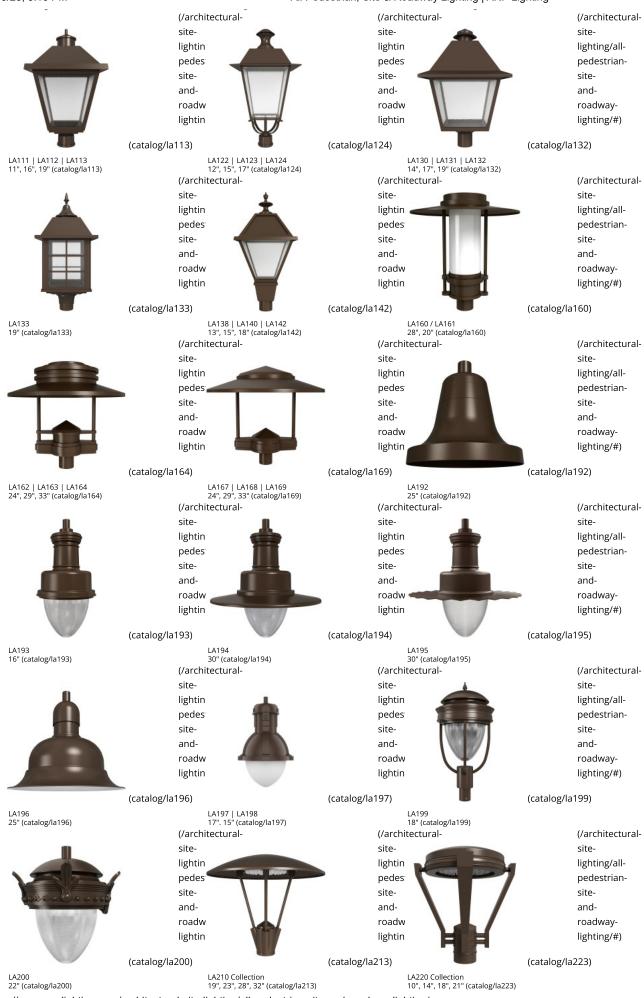




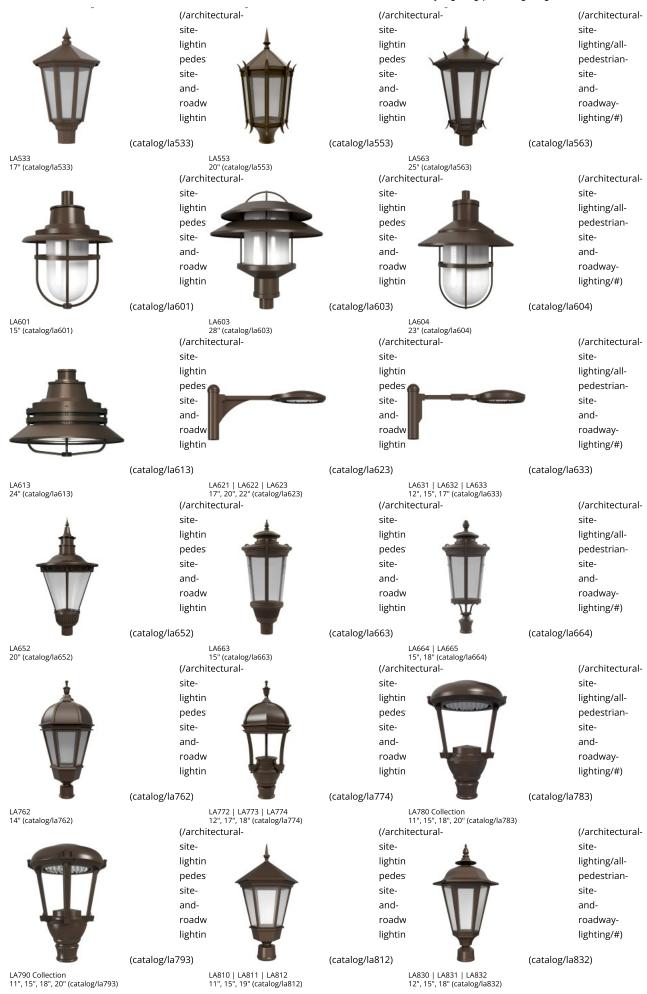


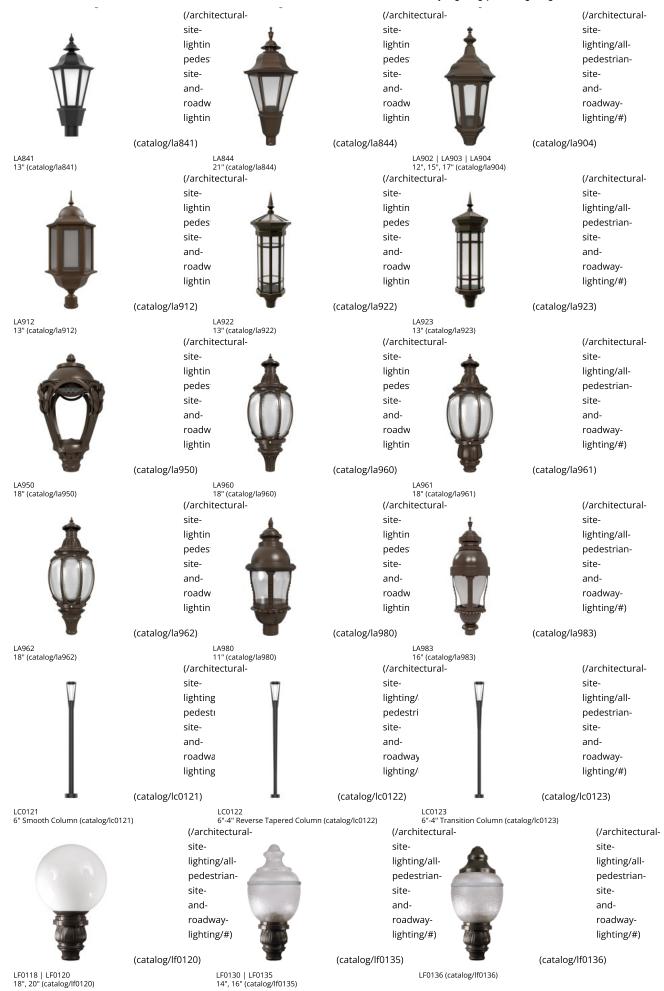
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