



October 10, 2024

Mr. Marty McDowell, Planning Commission Chairperson
Vienna Charter Township
3400 West Vienna Road
Clio, MI 48420

RE: Site Plan Review – Accessory Building at Simms Chevrolet at 4220 West Vienna Road

Dear Mr. McDowell:

Per the request of Vienna Charter Township, ROWE has completed a site plan review of Simms Chevrolet proposed accessory building located at 4220 West Vienna Road. The applicant is proposing an 18,600 square foot building on the existing Simms Chevrolet Dealership site. The proposed building will include a shop area, two paint booths, lockers, breakroom, offices, a waiting area, and bathrooms. The property is zoned C-4, Highway Commercial. Based on the information submitted in the site plan, ROWE offers the following comments for your consideration:

Site Plan Information

We reviewed the plan for compliance with the requirements in the township ordinances and found the below list of material missing:

- **Section 1800 – Height, bulk, density, and area standards by zoning district:** The maximum building height, front yard open space percentage, landscaped area of lot percentage, and maximum floor area ratio are not included in the site plan.

Zoning Compliance

The following issues and questions are related to compliance with ordinance requirements:

- **Section 2010 – Accessory Buildings and Structures:** The proposed building appears to be 18,600 square feet. Per the ordinance, in no instance shall the accessory building exceed 2,600 square feet. The proposed building appears to exceed 13 feet in height (drawings should include dimensions). No detached accessory building or structure in any residential or commercial district shall exceed one story or 13 feet in height. While the application notes the building as an accessory building, Planning Commission to determine if it is and if the above apply.
- **Section 2035 – Exterior Lighting:** Building mounted lights are shown on the site plan. Applicant to confirm on the plans that the light sources don't exceed 1,400 lumens.
- **Section 2050 – Landscaping:** Applicant to confirm if the planting plans were prepared by a registered or degreed landscape architect or by a company with membership with the state association of nurserymen. The dimensions between the plants and the property line, as well as the dimension between plants, parking lot landscaping calculations, and areas for landscaping calculations are not included in the site plan.

SINCE 1962

Mr. Marty McDowell, Planning Commission Chairperson

October 10, 2024

Page 2

- **Section 1900 – Parking and Loading Space Requirements:** Parking calculations are not included in the site plan. The plans should provide parking calculations for all existing and proposed buildings on the site to confirm the entire site meets parking requirements.
- **Section 1905 – Parking Space Layout:** The spaces adjacent to the building are proposed to be 18 feet in length. Per Section 1905.3 a. the ordinance requires 20 feet in length.

Included with this letter are two checklists reviewing the zoning ordinance requirements and a review analysis of the site plan approval standards for this case. All standards must be found in support to justify an approval, while only one standard of incompatibility is required to justify a denial.

The developer and designer shall be responsible for the accuracy and validity of the information presented on the plan. Regulatory and other governmental agencies with jurisdiction may have additional comments or requirements. Further review of the proposed design may be necessary as the applicant addresses the comments noted. The developer and designer remain responsible for the design, construction, and any resulting impacts of the project.

If you have any questions or require additional information, please contact me at (810) 341-7500 or ahritcu@rowepsc.com.

Sincerely,
ROWE Professional Services Company

Alex Hritcu, AICP
Senior Planner

Attachments

cc: Vienna Charter Township Planning Commission

R:\Projects\2300036\Docs\Planning and Zoning Services\Planning Commission\Site Plan Review\4220 W. Vienna Rd Simms Chevrolet\Simms - Site Plan Review Letter .docx

Vienna Charter Township
SIMMS Chevrolet – New Accessory Building, 4220 West Vienna Road
Site Plan Date – 8/20/24

General Standards for Approval of Site Plans (Section 2810.2)				
Standards		Does Site Meet Requirements		
		Yes	No	N/A
a. The location and design of driveways providing vehicular ingress to and egress from the site, in relation to streets giving access to the site, to nearby driveways of other property and in relation to pedestrian traffic;				
COMMENTS/FINDINGS OF FACT:				
<ul style="list-style-type: none"> - Site has two existing ingress/egress points onto West Vienna Road. - The surface of these ingress/egress points is asphalt. 				
Applicants Comments:	Planning Consultant Comments: <i>There are two existing ingress/egress points to the site and both are asphalt.</i>	Planning Commission Comments:		
b. The traffic circulation features within the site and the location of automobile parking areas				
COMMENTS/FINDINGS OF FACT:				
<ul style="list-style-type: none"> - The traffic circulation within the site appears to be suitable for the uses. - The location of parking spaces appears to be suitable for the uses. - The parking spaces adjacent to the building should be revised to 20 feet in length to meet the ordinance requirements. 				
Applicants Comments:	Planning Consultant Comments: The proposed layout of the parking area appears to be suitable for this type of use. The parking spaces adjacent to the building should be revised to 20 feet in length to meet the ordinance requirements.	Planning Commission Comments:		
c. The planning commission may make such requirements with respect to any matters as will ensure:				
<ul style="list-style-type: none"> (1) Safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets; and (2) Satisfactory and harmonious relationships between the development on the site and the existing and prospective development of contiguous land and of adjacent neighborhoods; 				
COMMENTS/FINDINGS OF FACT:				
-				
Applicants Comments:	Planning Consultant Comments: The proposed site layout and street access appears to be safe and convenient for vehicular and pedestrian traffic.	Planning Commission Comments:		

	The proposed development appears to be harmonious with the adjacent uses. They are all of a similar nature and the proposed development will not negatively impact nearby uses.	
d. The planning commission may further require landscaping, fences and walls in pursuance of these objectives and same shall be provided and maintained as a condition of the establishment and the continued maintenance of any use to which they are appurtenant.		
COMMENTS/FINDINGS OF FACT: - Landscaping is provided with the project. - The plans need some additional information to comply with the ordinance landscape requirements.		
Applicants Comments:	Planning Consultant Comments: Applicant to confirm if the planting plans were prepared by a registered or degreed landscape architect or by a company with membership with the state association of nurserymen. Plans lack the dimensions of the plants to the property line, as well as the dimension between plants. Plans lack parking lot landscaping calculations. Plans lack areas for landscaping calculations.	Planning Commission Comments:

Sample Motion to Approve:

I make a motion to approve the requested site plan for a _____ located at _____ based on the following findings of fact:

-
-
-

Further, in order to ensure compliance with these standards, the following conditions are part of my motion to approve: (Sample conditions)

-
-

Sample motion to disapprove:

I make a motion to deny the requested site plan for a _____ located at _____ based on the following findings of fact:

- It does not comply with _____ based on
- It does not comply with _____ based on

Sample motion to postpone:

I make a motion to postpone the approval of the site plan until the next regular meeting to provide the applicant with the opportunity to provide the following information.

- Information on _____ to verify compliance with _____

- Information on _____ to verify compliance with _____

R:\Projects\2300036\Docs\Planning and Zoning Services\Planning Commission\Site Plan Review\4220 W. Vienna Rd Simms Chevrolet\Site Plan Standards.docx

**Vienna Charter Township
Zoning Checklist
SIMMS Chevrolet – New Accessory Building, 4220 West Vienna Road
Site Plan Date – 8/20/24**

Site Plan Zoning Compliance District Requirements		
What is the use: Auto dealership accessory structure		
Is use permitted in the district it is located in	By Right <input checked="" type="checkbox"/>	By SUP <input type="checkbox"/>

District Dimensional Requirements (Section 18)		
<i>District Requirement</i>	<i>Ordinance Standard</i>	<i>Proposed Site Plan</i>
Minimum Lot Area (sq. ft.)	N/A	N/A
Minimum Lot Width (ft.)	N/A	N/A
Minimum Setbacks - Front	100 ft	Exceed 100 ft
- Sides (north)	42 ft	Exceeds 42 ft
- Sides (south)	42 ft	105 ft
- Rear	52 ft / 60 ft from residential	Exceeds 60 ft
Minimum Floor Area	N/A	N/A
Maximum Building Height (ft and stories)	80 ft	Not provided
Maximum Lot Coverage (%)	N/A	N/A
Front Yard Open Space – min.	50	Not provided
Landscaped Area of Lot (%)	10	Not provided
Maximum Floor Area Ratio	.50	Not provided
Are there any required conditions for this district?		

General Provisions Appendix A article 20

Requirements	Does Site Plan Meet Requirements			
	Yes	No	N/A	Comment
Section 2010 Accessory Buildings and Structures - Will the proposed use comply with the standards for accessory buildings and structures?		X		<p>They proposed building appears is 18, 600 sq ft. Per the ordinance, in no instance shall the accessory building exceed 2,600 square feet.</p> <p>The proposed building appears to exceed 13 feet in height (drawings should include dimensions). No detached accessory building or structure in any residential or commercial district shall exceed one story or 13 feet in height.</p> <p>While the application notes the building as an accessory building, PC to determine if it is such.</p>
Section 2015 Storage of Recreational Equipment or Trailers - Will the proposed use comply with the standards for recreational equipment and trailers?			X	
Section 2020 Access Management – Will the proposed use comply with the standards for access management?			X	Access to the site is existing and there are no proposed changes.
Section 2025 Corner Clearance – Will the proposed use comply with the standards for corner clearance?			X	Corner clearance is existing and there are no proposed changes.
Section 2035 Exterior Lighting – Will the proposed use comply with the standards for exterior lighting?		?		<p>Applicant to confirm on the plans that the light sources don't exceed 1,400 lumens.</p> <p>Building mounted lights are noted at 15 feet.</p>
Section 2040 Screening of Rooftop Equipment – Will the proposed use comply with the standards for rooftop equipment screening?			X	Rooftop equipment is not proposed.
Section 2045 Waste Receptacles – Will the proposed use comply with the standards for waste receptacles?			X	Waste receptacle is existing and there are no proposed changes.

General Provisions Appendix A article 20

Requirements	Does Site Plan Meet Requirements			
	Yes	No	N/A	Comment
Section 2050 Landscaping – Will the proposed use comply with the landscaping standards?		?		<p>Applicant to confirm if the planting plans were prepared by a registered or degreed landscape architect or by a company with membership with the state association of nurserymen.</p> <p>Plans lack the dimensions between the plants and the property line, as well as the dimension between plants. (see section for requirements)</p> <p>Plan lacking parking lot landscaping calculations.</p> <p>Plans lacking areas for landscaping calculations.</p>
Section 2055 Obscuring Walls and Landscaped Berms – Does the proposed use require an obscuring wall or landscaped berm? If so, does It comply with the requirements?			X	Adjacent uses are C-4. Existing wooden area adjacent to residential to remain.
2060 Fences – Does the proposed use meet the fence requirements?			X	Fencing is existing and not proposed to change.
2065 Flood Hazard Areas – Is the proposed use in a flood zone?			X	The site does not appear to be within a FEMA flood area.

**Parking and Loading Space Requirements
(Appendix A Article 19)**

	<i>Required</i>	<i>Provided</i>
Parking Spaces	Motor vehicle sales establishments - One for each 100 square feet of usable floor area of sales room or three for each auto service stall in service areas, whichever is greater.	<p>Parking calculations are not provided.</p> <p>28 new spaces are shown as being built with the structure</p>
Loading Spaces	1,401 – 20,000 sq ft – one space	Loading space provided north of the building

Off Street Parking and Loading Requirements

(Appendix A Article 19)

Requirements	Does Site Plan Meet Requirements			
	Yes	No	N/A	Comment
1900 Off Street Parking Requirements – Does the proposed parking comply with the general parking requirements?		X		Parking within the front setback is existing. Parking calculations are not provided on the plans.
1905 Parking Space Layout – Does the proposed parking comply with the parking requirements for layout, standards, construction and maintenance?		X		The spaces adjacent to the building are proposed to be 18 ft in length. The ordinance requires 20 ft in length.
1910 Off Street Loading and Unloading – Does the application meet the off-street loading and unloading requirements?	X			Loading space provided north of the building

**Site Plan Review Requirements
(Article 28, Sec. 2810)**

Requirements	Does Site Plan Meet Requirements			
	Yes	No	N/A	Comment
5 a. Scale: (1) For zoning lots of 25 acres or less: one inch equals 50 feet minimum; and (2) For zoning lots of over 25 acres: one inch equals 100 feet minimum.	X			Complies
5 b. The location of driveways or intersecting streets within 100 feet of the zoning lot and on either side of the abutting street shall be indicated.	X			Provided on C101
5c. A preliminary grading plan in detail sufficient enough to determine whether or not extensive grading of the site is proposed and to enable the building height to be determined. Spot grades are sufficient, but should include locations near the major corners of buildings. First floor elevations and rooftop elevations should be indicated, if the proposed building height is to be within five feet of the maximum height limit and the grade is not constant, the average grade along each major building face shall be provided.	X			Provided on C300

R:\Projects\2300036\Docs\Planning and Zoning Services\Planning Commission\Site Plan Review\4220 W. Vienna Rd Simms Chevrolet\Zoning Compliance Checklist.docx