

STONEFIELD

November 18, 2025

Mr. Richard Polmanteer
Planning Commission Chairperson
Vienna Charter Township
3400 West Vienna Road
Clio, MI 48420

**RE: Showcase Auto Sales
Proposed Parking Lot Addition
Parcel ID: 18-17-400-035 & 18-17-400-038
5010 West Vienna Road (M-57)
Charter Township of Vienna, Genesee County, Michigan**

Mr. Polmanteer:

Our office is submitting documents on behalf of the Applicant to address the comments with the Rowe Site Plan Review Letter. Please find the following items enclosed:

ITEM DESCRIPTION	DATED	COPIES	PREPARED BY
Site Improvement Plans	11-18-2025	3	Stonefield Engineering & Design
Wetlands Report	10-29-2025	3	ASTI Environmental

The following is an itemized response to the comments contained within the Rowe Site Plan Review Letter dated September 25, 2025. For the sake of brevity, any comments that are statements of fact or have been previously addressed are not included in the response below:

Site Plan Information Requirement Check List

- Sec. 602.I.N – The location and setback from natural features including wetlands, floodplains, streams, drains, swamps, marshes, and unstable soils.

Comments: Parker Creek and existing vegetation indicated on Sheets C- 8, C-10, and the Topographic Survey. Neither parcel is located within a floodplain.

Stonefield Response: Dimensions have been added to the Site Plan showing setbacks to existing vegetation and the identified wetlands / Parker Creek.

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Michigan Department of Environment Great Lakes and Energy (EGLE) Wetlands Map Viewer shows that the eastern extent of the subject site consists of hydric soils identified in the Part 303 Final Wetlands Inventory. These should be indicated on the map relative to proposed improvements.

Stonefield Response: Wetlands delineation was conducted on site. Please see attached Wetlands Report by ASTI Environmental. The wetlands boundaries have been added to the Site Improvement Plans. No wetlands impacts are proposed; however, plans were submitted to EGLE for permit to discharge stormwater to the Parker Creek.

- Sec. 602.I.W – Designated fire lanes.

Comments: No designated fire lanes identified. However, the addition provides mostly unobstructed concrete and asphalt maneuvering areas. Adequacy of the access and circulation of the site is subject to review by the Township Fire Chief.

Stonefield Response: Noted. Site Improvement Plans were circulated to the Township Fire Chief for review.

Site Plan Zoning Compliance Checklist

General Provisions (Article 5)

- Section 510 Natural Feature Setback – Are all proposed structures and hardscapes set back at least 25 feet from watercourses, wetlands, ponds, lakes, or streams on or near the property? Are there any features proposed within the setback temporary recreational uses or fences in accordance with this standard?

Comments: The parking area will remove a stand of mature trees and will include the removal of approximately 61,245 square feet of grasses.

Stonefield Response: Dimensions have been added to the Site Plan showing setbacks to existing vegetation and the identified wetlands / Parker Creek. Minimum setback to wetlands / creek to hardscape is 49 FT.

Michigan Department of Environment Great Lakes, and Energy (EGLE) Wetlands Map Viewer shows that the eastern extent of the subject site consists of hydric soils identified in the Part 303 Final Wetlands Inventory. These should be indicated on the map relative to proposed improvements. The applicant should identify and calculate the impacts to these areas, subject to review by the Township Engineer. Review by EGLE may be necessary to determine if wetland impacts require mitigation pursuant to Part 303 of the Natural Resources and Environmental Protection Act (NREPA, P.A. 451 of 1994), as amended, and all other applicable laws.

Stonefield Response: Wetlands delineation was conducted on site. Please see attached Wetlands Report by ASTI Environmental. The wetlands boundaries have been added to the Site Improvement Plans. No wetlands impacts are proposed; however, plans were submitted to EGLE for permit to discharge stormwater to the Parker Creek.

- Section 511.1-4 Supplementary Environmental Regulations – Do any of the proposed construction activities or installations trigger the state laws set forth in this section? If so, has the applicant submitted the permit applications and, if applicable, provided the Zoning Administrator with maps indicating these impacted areas?

Comments: EGLE's Wetlands Map Viewer shows that the eastern extent of the subject site consists of hydric soils identified in the Part 303 Final Wetlands Inventory. These should be indicated on the map relative to proposed improvements. The applicant should identify and calculate the impacts to these areas, subject to review by the Township Engineer. Review by EGLE may be necessary to determine if wetland impacts require mitigation pursuant to Part 303 of the Natural Resources and Environmental Protection Act (NREPA, P.A. 451 of 1994), as amended, and other applicable laws.

Stonefield Response: Wetlands delineation was conducted on site. Please see attached Wetlands Report by ASTI Environmental. The wetlands boundaries have been added to the Site Improvement Plans. No wetlands impacts are proposed; however, plans were submitted to EGLE for permit to discharge to the Parker Creek.

Use Requirements – Vehicle Sales: Open-Air Business or Sales Lot (Section 309)

Open-Air Business or Sales Lot

- C. The outdoor sales/display area may not occupy a street right-of-way, parking, loading, driveway or landscape area, and shall not result in hazards for vehicles or pedestrians and shall be shown on an approved site plan.

Comments: There do not appear to be any designated sales area in these locations. The applicant should indicate which spaces are to be dedicated for vehicle spaces, if planned, to determine compliance with this standard.

Stonefield Response: Area for vehicle sales has been noted on the Site Improvement Plans. 21 spaces have been removed from the rear yard setback.

- E. On all sides of the lot adjacent to a residential district, there shall be provided a buffer wall or fence, consistent with LANDSCAPING SCREENING AND WALLS.

Comments: No landscaping is proposed along the northern or southern property lines. However, most of this area consists primarily of existing mature vegetation. The Planning Commission may waive this standard if they find that the existing trees satisfies this requirement.

Stonefield Response: Noted. Defer to Planning Commission on adequacy of existing mature vegetation to remain.

- G. No merchandise for sale shall be displayed within any required setback area.

Comments: Much of the parking lot is located within the setbacks. There are approximately 21 spaces within the 40-foot rear yard setback. The applicant should identify which spaces will be used for sales activities and ensure that these spaces will not be used for merchandise storage or display.

Stonefield Response: Area for vehicle sales has been noted on the Site Improvement Plans with an orange dashed line. 22 spaces have been removed from the rear yard setback.

- H. There shall be no broadcast of continuous music or announcements over any loudspeaker or public address (P.A.) system.

Comments: No broadcast or P.A. systems appear to be proposed. The applicant should note in the site plan to verify that no such features are proposed and will not be installed in accordance with this standard.

Stonefield Response: This note has been added to the Site Plan.

Parking and Loading Requirements (Article 4)

Use Requirements

- Loading Space (Section 403)

Ordinance Standard: 5,001 to 60,000 square feet GFA = one space, plus one space per 20,000 square feet GFA or fraction thereof. 8,200 square feet = Two loading spaces

Proposed Site Plan: One loading space

Stonefield Response: A second loading space has been added to the Site Plan.

Parking and Loading Requirements (Section 401)

- Section 401.A-J, L-M, P Location and Number of Spaces – Do the proposed parking spaces meet the minimum number, location, and access requirements set forth in this Section?

Comments: Generally, it complies. The applicant should verify which spaces are designated for vehicle sales and ensure that none will be within the rear yard setback.

Stonefield Response: Area for vehicle sales has been noted on the Site Improvement Plans with an orange dashed line. 22 spaces have been removed from the rear yard setback.

The applicant proposes to relocate eight spaces from the right-of-way to within the front-yard setback. This relocation removes the nonconformity of being in the right-of-way but creates a new one by being in the required front-yard setback.

Stonefield Response: Existing non-conformity to remain. We defer to Planning Commission.

- Section 401.N Limits on Excessive Parking – Does the site require an exemption for providing parking more than 50 percent over the minimum for the development?

Comments: The applicant proposes 297 spaces; the maximum number of spaces based on the 51-space minimum parking requirement is 77. The Planning Commission may grant an exception due to the nature of the use primarily using the parking for outdoor display of vehicles for sale. We recommend that the applicant identify the locations of the spaces dedicated for vehicle sales, provided that the balance of spaces for staff, customers, and similar persons is closer to the maximum permitted number of spaces. If a reduction is required, we recommend that the 37 spaces in the front yard setback are prioritized to bring the parking lot into further conformity with this Section.

Stonefield Response: Area for vehicle sales has been noted on the Site Improvement Plans with an orange dashed line. See 'Off Street Parking' table on the Site Plan for parking breakdown. The use requires 51 spaces per ordinance requirements; 51 spaces are being proposed for employee / customer parking. The remaining 218 spaces are for vehicle sales. We defer to Planning Commission.

Section 403 Off-Street Loading and Unloading – Do the proposed loading and unloading spaces meet the following requirements?

- I. Number of Spaces – Does the site have the required minimum number of loading spaces?

Comments: Two loading spaces are required and only one is proposed. The Planning Commission may waive this requirement if they find it appropriate, as the overage of 3,199 square feet represents approximately 16 percent of the 20,000-square-foot threshold for each loading space.

Stonefield Response: A second loading space has been added to the Site Plan.

Landscaping, Screening, and Walls (Article 13)

- Section 1300.3.A.(1)-(3) General Landscaping – Do the planting patterns and species variation comply with these standards?

Comments: See Sheet C-08. The applicant proposes only deciduous trees and no evergreens. The existing landscaping may substantiate a waiver. See Section 1300.3.A.(4).

Stonefield Response: Noted. Waiver to be requested from Planning Commission for existing mature landscaping to provide the required buffer landscaping.

- Section 1302 Parking Lot Landscaping – Does the proposed parking lot landscaping comply with these standards?

Comments: The proposed landscaped areas are distinctively identified and separated by the lighting fixtures. The total landscaped area of the islands is approximately 2,035 square feet, or approximately 13.57 areas of at least 150 square feet. The applicant should expand some or all of these areas to ensure the total square footage is the required 14 for the site.

Stonefield Response: Landscape islands with trees have been added to the proposed parking area. Landscaping Calculations have been updated accordingly.

- Section 1303 Screening Walls – Do the screening walls or fence comply with these standards for the adjacent land uses and zoning districts?

Comments: No screening wall is proposed along the northern property line. However, most of the area is thick vegetation consisting of mature trees. The Planning Commission may waive the requirement to comply with this standard if they find that the existing trees are sufficient.

Stonefield Response: Noted. Waiver to be requested from Planning Commission for existing mature landscaping to provide the required buffer landscaping.

Section 1305 Fences – Do the proposed fences comply with the following standards?

4. Material Specifications – Are the fences built of materials that comply with this standard, and do not consist of barbed wire, sharp objects, or electrical current, except where barbed wire is permitted?

Comments: The existing fence for the internal staff parking area is a five-foot-tall chain-link fence. An ornamental fence is required in accordance with this Section.

Stonefield Response: The fence is existing and is to remain, we assumed this to be an existing non-conformity. Please confirm if it is required for the fence to be replaced with ornamental fencing.

Landscaping Requirements (Article 13)

Nonconforming Uses, Structures, and Lots (Article 10)

- Section 1004 Nonconforming Structures – Do all proposed changes to existing nonconforming structures on the property not comply with the requirement to not increase the existing nonconformity or nonconformities?

Comments: The applicant proposes moving eight spaces that are currently within the right-of-way at the transition from Linden Road to Vienna Road. It will eliminate the nonconformity of being within the right-of-way, but expands the nonconforming spaces located in the required front yard. In addition to the number of proposed spaces being over the maximum permitted, the applicant should remove these spaces.

Stonefield Response: Existing non-conformity to remain. We defer to Planning Commission.

Standards for Approval of Site Plans

- I. The site plan meets all informational requirements, or the Planning Commission has determined missing information is not material to the proposed project.

Planning Consultant Comments: Information is needed on designated fire lanes, if any are proposed. Subject to review by the Township Fire Chief.

Stonefield Response: Plans were sent to the Township Fire Chief for review.

We have also reviewed Michigan Department of Environment, Great Lakes, and Energy (EGLE) Wetlands Map Viewer and identified wetland soils areas within the Part 303 Wetlands Inventory. Information is needed to verify these impacts and if further review by the Township Engineer and EGLE are necessary.

Stonefield Response: Wetlands delineation was conducted on site. Please see attached Wetlands Report by ASTI Environmental. The wetlands boundaries have been added to the Site Improvement Plans. No wetlands impacts are proposed; however, plans were submitted to EGLE for permit to discharge stormwater to the Parker Creek.

If any audio-visual equipment is proposed, it should be identified on the site plan to verify compliance with Section 309.H. If not, a note should clarify such.

Stonefield Response: None proposed. Note has been added to the Site Plan.

2. The site plan meets all non-discretionary requirements of this ordinance, including required setbacks, parking requirements, design standards, stormwater management, and other standards for which this ordinance does not permit any flexibility or modification.

Planning Consultant Comments: The applicant proposes relocating parking spaces from the right-of-way at the northwest corner of Vienna Road and Linden Road to being within the front yard setback. While this removes the nonconformity of being within a regulated right-of-way, it creates a new nonconformity as parking is not permitted within the front yard setback.

Stonefield Response: Existing non-conformity to remain. We defer to Planning Commission.

The applicant proposes a total of 297 spaces when 51 are required and up to 77 may be permitted. The addition is presumably for displaying vehicles for sale, so the Planning Commission can waive these requirements if they find that the spaces dedicated to merchandise display will lead to a balance within or reasonably close to the maximum. These spaces should be clearly identified, and the effort should be taken to ensure that these are not used by staff, customers, or other visitors. If spaces are to be reduced, we recommend that the priority be the spaces currently within the front yard setback.

Stonefield Response: Area for vehicle sales has been noted on the Site Improvement Plans with an orange dashed line. See 'Off Street Parking' table on the Site Plan for parking breakdown. The use requires 51 spaces per ordinance requirements; 51 spaces are being proposed for employee / customer parking. The remaining 218 spaces are for vehicle sales. We defer to Planning Commission.

Spaces are also located within the rear yard setback. These are permitted for parking, but not sales display. The applicant should indicate that these will not be used to store and display vehicles for sale.

Stonefield Response: 22 spaces within the rear yard setback have been removed.

More information is needed on environmental impacts, particularly with the removal of existing vegetation and impacts to the inventoried wetland soils, to ensure that all local, county, state, and federal regulations are being met.

Stonefield Response: Dimensions have been added to the Site Plan showing setbacks to existing vegetation and the identified wetlands / Parker Creek. The area of tree / brush clearing has also been noted on the Demolition Plan.

Landscaping buffers are not proposed along the northern or southern property boundaries. However, the adjacent properties have stands of existing mature vegetation. If the Planning Commission deems the existing vegetation and landscaping to be appropriate, they may waive these requirements.

Stonefield Response: Noted. Waiver to be requested from Planning Commission for existing mature landscaping to provide the required buffer landscaping.

3. Drives, streets, parking, site access and other vehicle-related elements are designed to minimize traffic conflicts on adjacent streets and promote safe and efficient traffic circulation within the site. In addition, adequate pedestrian access has been provided to ensure safe vehicular and pedestrian access within the site and to surrounding areas.

Planning Consultant Comments: No changes are proposed to the existing access to the site. The proposed parking area appears to be well-circulated, with enough maneuvering areas and no new access to Linden Road as to constitute substantial impacts to traffic flow. The Planning Commission may require a traffic impact statement, subject to Section 607, if they deem it necessary. Northbound Linden Road leads to residential areas. However, the orientation of the site, such as flare lanes and proximity to other commercial areas with multiple driveways, constitute a design that directs traffic toward Vienna Road. No sidewalks or pedestrian infrastructure are proposed, but we do not find this to be necessary given the current characteristics of the subject site, neighboring land uses, and the lack of existing sidewalks along these properties.

Stonefield Response: Noted.

4. The impact upon public services of the proposed development, including utilities, streets, police and fire protection, public schools, and public sidewalks/pathways will not exceed the existing or planned capacity of such services.

Planning Consultant Comments:

The applicant does not propose the extension of utilities. The proposed light fixtures appear to be appropriate for the use. The adequacy of proposed stormwater drainage infrastructure is subject to review by the Township Engineer. The need for designated fire lanes, or verification that circulation and access will be adequate for emergency vehicle access, is subject to review by the Township Fire Chief.

Stonefield Response: Noted. Plans were submitted to the Fire Chief and Township Engineer for their review. Plans were also resubmitted to County Drain for their re-review.

5. The site design conserves natural features to the extent feasible. Such features may include wetlands, unique topography, tree rows and hedgerows, wooded areas, and other natural features.

Planning Consultant Comments: The expansion will result in a significant removal of mature vegetation and potential impacts to inventoried Part 303 wetlands. The applicant should provide details on the exact extent of these impacts. The wetland impacts are subject to review by the Township Engineer to determine if further review by EGLE is necessary. The Township Engineer should also review the proposed stormwater drainage to ensure that the additional hardscape will not result in undue runoff that poses a nuisance to nearby properties, natural areas, or waterways. Most of the parking area will be buffered to the west by a detention pond that will redirect stormwater, with an outlet leading into Parker Creek.

Stonefield Response: Stonefield attending an on-site pre-application meeting with EGLE on 10/9/2025. EGLE requested a Wetlands Delineation to confirm potential impacts. Wetlands delineation was conducted on site. Please see attached Wetlands Report by ASTI Environmental. The wetlands boundaries have been added to the Site Improvement Plans. No wetlands impacts are proposed; however, plans were submitted to EGLE for permit to discharge stormwater to the Parker Creek.

6. The site plan and proposed uses are harmonious with existing and planned development of adjacent properties and the general area.

Planning Consultant Comments: The development does not change the use and represents an expansion of its existing business activities. The surrounding area consists primarily of automobile- oriented commercial uses, such as gas stations, restaurants, and grocery stores. We find that the character of the development will not substantially deviate from the character of the area. The applicant should provide the requested information to determine whether environmental impacts are eliminated or mitigated.

Stonefield Response: As previously stated, no wetlands or watercourse impacts proposed. Required tree removal areas have been noted on the Demolition Plan.

Should you have any questions regarding the submission items or responses above please do not hesitate to contact our office.

Regards,



Erin McMachen
Stonefield Engineering and Design, LLC

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