

Agenda

Parchment Planning Commission

October 26, 2022 – 6:00 pm

Kent DeBoer, Chairperson
Sandy Bliesener

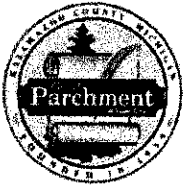
Cheryl Lyon-Jenness
Sara Dean

John Tecca

Nancy Stoddard, City Manager

Rebecca Harvey, Zoning Administrator

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes**
 - a. Minutes from September 28, 2022
4. **Citizen Comments** – When called upon by the Chairperson, state your name, address, and you will be allowed up to 3 minutes for your comments.
Reminder: You will be making a statement, without discussion from the Planning Commission.
5. **Old Business**
 - A. WP Item #3: Zoning Ordinance Amendments – Riverfront
 - Review Revised Riverfront Property Map
 - B. WP Item #4: Zoning Ordinance Amendments – Supplemental Standards (1st 3 bullet points on Work Plan)
 - Finalize Draft Amendments to Article 12
 - C. Confirm boundaries of the Special Parking District and establish on Zoning Map
6. **New Business**
 - A. WP Item #4: Zoning Ordinance Amendments – Supplemental Standards (4th bullet point on Work Plan)
 - Review Draft #1
7. **Next Meeting – November 23, 2022 (the day before Thanksgiving)?**
8. **Adjournment**



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WORK PLAN: Zoning Amendments for Consistency w/ Master Plan

Z.O. Amendments – Supplemental Standards

- ✓ Require sidewalks where there are missing links
- ✓ Require bicycle racks
- ✓ Reduce parking requirements and limit parking lots to no more than 125% of the required parking

ARTICLE 12. – GENERAL PROVISIONS

ADD:

Section 12.31. – Sidewalks

For all developments requiring site plan review, either a new public sidewalk or the reconstruction of existing sidewalks, shall be required to be constructed along the perimeter of the lot which abuts any public or private street.

New or reconstructed sidewalks shall be aligned with existing or proposed sidewalks and shall be constructed in compliance with City standards. (See Chapter 42 – Streets, Sidewalks, and Other Public Places)

Section 12.8. – Off-street parking space layout, standards, construction, and maintenance.

ADD:

13. All developments shall be designed to accommodate bicycle travel, including the provision of bike racks. All parking structures and parking lots for commercial, recreational and institutional uses shall include sufficient bike racks to allow the



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parking of a minimum of one bike for every 10 parking spaces or one bike for every 3,000 square feet of building floor area, whichever is greater.

Section 12.7. – Off-street parking requirements

12. The minimum number of off-street parking spaces by type of use shall be determined in accordance with the following schedule:

a.	RESIDENTIAL		
-	(1)	Single- or Two-Family unit	Two per dwelling unit
-	(2)	Multiple-Family Dwelling	Two per dwelling unit plus 0.25 parking spaces per unit for visitor parking.
-	(3)	Housing for the Elderly	One space per efficiency dwelling unit (no separate bedroom), 1.25 spaces per each one-bedroom unit, and 1.5 spaces per two or more-bedroom units.
-	(4)	Mobile Home Park	Two for each mobile home site and one for each employee of the mobile home park. MI Admin Code R. 125.1925
b.	INSTITUTIONAL		
-	(1)	Churches or Temples	One for each three seats or six feet of pews based on the maximum seating capacity in the main unit of worship.
-	(2)	Hospitals	One for each one bed. 1 per 2 beds + 1 per employee of maximum shift
-	(3)	Convalescent or Nursing Homes	One for each four beds.



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		Home for the Aged (Congregate Care Facility) or Adult Foster Care Facility	1 per 2 beds + 1 per employee of maximum shift
-	(4)	Elementary and Junior High Schools Schools	One for each teacher, employee, or administrator, in addition to the requirements of auditorium. 1 per employee plus 1 per 10 students enrolled in grades 10-12, or auditorium requirements, whichever is greater
-	(5)	Senior High Schools	One for each one teacher, employee, or administrator and one for each ten students, in addition to the requirements of the auditorium.
-	(6)	Private Clubs or Lodge Halls	One for each three four persons allowed within the maximum occupancy load as established by local, county, or state fire, building, or health codes plus 1 per 2 employees
-	(7)	Private golf clubs, Swimming Pool Clubs, Tennis Clubs, or Other Similar Uses	One for each two member families or individuals and one for each employee in addition to the requirements for each accessory use such as a restaurant or bar.
-	(8)	Golf Courses Open to General Public, Except Miniature or "Par 3" Courses	Six Four for each one golf hole and one for each employee, in addition to the requirements for each accessory use, such as a restaurant or bar.
-	(9)	Fraternity or Sorority	One for each five permitted active members or one for each two beds, whichever is greater.
-	(10)	Stadium, Sports Arena, or Similar Place of Outdoor Assembly w/ fixed seats	One for each three seats or six feet of benches.



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-	(11)	Theaters and Auditoriums	One for each three four seats plus one for each two employees.
-	(12)	Nursery School, Day Nurseries or Child Care Centers	One for each employee on largest shift and one for each seven students permitted at maximum occupancy in attendance at any particular time.
-	(13)	Library	One for each 2.5 three persons allowed within the maximum occupancy load as established by local, county, or state fire, building or health codes, and one for each employee in the largest working shift.
c.	BUSINESS AND COMMERCIAL		
-	(1)	Planned Commercial or Shopping Center	Four per 1,000 square feet of gross floor area for planned commercial or shopping centers having between 10,000 and 50,000 square feet of gross floor area. Planned commercial or shopping centers containing more than 50,000 square feet of gross floor area shall provide five per 1,000 square feet of gross floor area. When a restaurant, lounge, or other establishment whose primary business offers prepared food for sale or consumption on the premises, or carry-out, and is part of a planned commercial or shopping center, the parking for such use shall be computed separately, based on the need for a free-standing use of this nature, and the resulting increase shall be added to the other uses in the center.
-	(2)	Auto Vehicle Wash (Automatic)	One for each one employee. In addition, reserve parking on-site waiting spaces equal in number to five times the maximum capacity of the auto wash. Maximum capacity of the auto wash shall mean the greatest number of automobiles possible undergoing some phase of washing at the same time, which shall be determined by



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			dividing the length in feet of each wash line by 20.
-	(3)	Auto Vehicle Wash (Self-Service or Coin-Operated)	1 per employee plus five reserve parking three on-site waiting spaces at each washing stall.
-	(4)	Beauty Parlor or Barber Shop	Three spaces for each of the first two beauty or barber chairs, and one and one-half spaces for each additional chair.
-	(5)	Bowling Alleys	Five for each one bowling lane in addition to the requirements for each accessory use, such as a restaurant or bar.
-	(6)	Dance Halls, Roller Skating Rinks, Exhibition Halls, and Assembly Halls without Fixed Seats	One for each two four persons allowed within the maximum occupancy load as established by local, county, or state fire, building, or health codes plus 1 per 2 employees
-	(7)	Standard Restaurant	One for each three persons allowed within the maximum occupancy load as established by local, county, or state fire, building or health codes, plus one for each two three employees.
-	(8)	Furniture and Appliance, Household Equipment, Repair Shops, Showroom of a Plumber, Decorator Electrician, or Similar Trade, Shoe Repair, and Other Similar Uses	One for each eight hundred (800) square feet of usable floor area. (For that floor area used in processing, one additional space shall be provided for each two persons employed therein.)
-	(9)	Gasoline and Vehicle Service Stations	Two for each lubrication stall, rack, pit or service bay ; one for each gasoline pump; and one for each 150 200 square feet of usable floor space devoted to retail sales.
-	(10)	Laundromats and Coin-Operated Dry Cleaners	One for each two washing and dry-cleaning machines.



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-	(11)	Miniature or "Par-3" Golf Courses	Three for each one hole plus one for each one employee.
-	(12)	Mortuary Establishments	One for each 50 square feet of usable floor space.
-	(13)	Motel, Hotel, or Other Commercial Lodging Establishments	One for each one occupancy unit plus one for each employee
-	(14)	Motor Vehicle Sales and Service Establishments	One for each 200 300 square feet of usable floor space of sales room and one for each one auto service stall in the service room.
-	(15)	Retail Stores Except as Otherwise Specified Herein	One for each 150 200 square feet of usable floor space.
-	(16)	Establishments Offering Carry-out Service, Being Establishments Primarily Serving Customers over a Counter or Through a Window, i.e., Food Carry-out, Dry Cleaner Pickup, Meat Markets, Bakeries, Shoe Repair, Etc.	One parking space for each employee in the largest working shift and one parking space for each 30 60 square feet of usable floor area devoted to customer assembly and/or waiting area. Parking needs for areas devoted to the consumption of food on the premises shall be computed separately for such seating areas.
	(17)	Pool or Billiard Parlors, Card Rooms Arcades or Other Similar Establishments	One for each three persons allowed within the maximum occupancy load as established by local, county or state fire, building or health codes.
-	(18)	Drive-In/Through Restaurant	One parking space for each employee in the largest working shift; one for each two seats provided; and one for each 30 60 square feet of usable floor area devoted to customer waiting area.
	(19)	Mini-Warehouse Facility	One parking space for each 2,000 square feet of gross building area. At a minimum, two parking spaces must be assigned to, and located conveniently to, each individual storage building. In addition, two spaces for



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			the resident manager, and one additional space for each additional employee shall be provided adjacent to the rental office.
d.	OFFICES		
-	(1)	Banks	One for each 400 200 square feet of usable gross floor space.
-	(2)	Business Offices or Professional Offices Except as Indicated in the Following Item (3)	One for each 200 square feet of usable floor space.
-	(3)	Professional Offices of Doctors, Dentists or Similar Professionals	One for each 50 150 square feet of usable gross floor area in waiting rooms, and one for each examining room, dental chair or similar use area plus 1 per employee
e.	INDUSTRIAL		
-	(1)	Industrial or Research Establishments, and Related Accessory Offices	Three plus One for every 1.5 employees in the largest working shift or three plus one for every 550 2000 square feet of usable gross floor area, whichever is greater.
-	(2)	Warehouses and Wholesale Establishments and Related Accessory Offices	Three plus One for every one two employees in the largest working shift, or three plus one for every 1,700 square feet of usable floor space, whichever is greater. Space on site shall also be provided for all construction workers during periods of plant construction.

ADD:

14. **Off-street parking spaces provided for any use or site shall not exceed 125% of the minimum parking requirements of this Section. This provision shall not apply to one-family and two-family dwelling units.**



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15. **The Planning Commission may approve a parking plan with more or fewer spaces than allowed/required in consideration of documentation from the applicant that the parking proposed on the site is sufficient to meet the parking needs of the patrons and employees of the proposed use.**



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WORK PLAN: Zoning Amendments for Consistency w/ Master Plan

Z.O. Amendments – Supplemental Standards

- ✓ Allow for installations of solar power generating facilities on rooftops

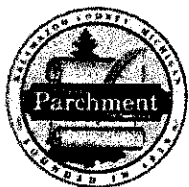
ARTICLE 12. – GENERAL PROVISIONS

ADD:

Section 12.32. – Solar Panels

Solar panels, either attached to principal or accessory buildings or as accessory structures, shall be allowed in all zoning districts.

1. Attached to a building. Where attached to a building, the solar panels shall be subject to the same regulations as the building in terms of height and setback. Solar panels may be attached to the roof or the wall, but not both.
 - a. Roof-mounted solar panels shall include solar panels integrated as the surface layer of the roof structure with no additional apparent change in relief or projections (the preferred installation), or separate flush-mounted solar panels attached to the roof surface.
 - 1) Flush-mounted solar panels installed on a sloped roof surface shall not project vertically above the peak of the roof to which it is attached.
 - 2) Flush-mounted solar panels installed on a flat roof shall not project vertically higher than the height of the parapet wall surrounding the roof or shall be screened by architectural features.
 - 3) Solar panels integrated as the surface layer of the roof structure may be located on any part of the roof. Flush-mounted solar panels may only be located on the rear or side-facing roof.
 - 4) Roof-mounted solar panels shall be only of such weight as can safely be supported by the roof. Proof thereof shall be submitted to the City Building Official prior to installation and shall be subject to the Building Official's approval.



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- b. Wall-mounted solar panels.
 - 1) Wall-mounted solar panels shall not exceed the height of the wall to which they are affixed.
 - 2) Wall-mounted solar panels may only be attached to a side or rear building façade.
 - c. Building-mounted solar panels shall be permanently and safely attached to the building or structure. Proof thereof shall be submitted to the Township Building Official prior to installation and shall be subject to the Building Official's approval.
2. Freestanding. Solar panels may be freestanding.
 - a. Freestanding solar panels shall be subject to the height, setback and location requirements applicable to accessory buildings.
 - b. The surface area covered by freestanding solar panels shall be included in the lot coverage calculations for the lot.
 - c. Freestanding solar panels shall be permanently and safely attached to the ground. Proof thereof shall be submitted to the Township Building Official prior to installation and shall be subject to the Building Official's approval.
 - d. All related power transmission lines shall be placed underground.
 3. The exterior surfaces of solar panels shall be generally neutral in color and substantially non-reflective of light.
 4. Solar panels shall conform to applicable industry standards and shall be installed, maintained and used only in accordance with the manufacturer's directions. The Building Official may inspect the completed installation to verify compliance.
 5. Solar panels shall comply with all applicable City construction-related codes and permitting requirements.
 6. Solar panels allowed as a permitted accessory use shall require an Administrative Review.
 7. Solar panels failing to meet the height, setback, location or lot coverage requirements set forth herein may be allowed as a conditional use, in accordance with Section 13.3.