

CITY OF MASON

201 West Ash St.
Mason, MI 48854-0370

City Hall 517-676-9155
Fax 517-676-1330

PLANNING COMMISSION MEETING - COUNCIL CHAMBER Tuesday, January 15, 2013

6:30 p.m.

Agenda

1. Call to Order
2. Roll Call
3. Approval of Minutes: December 11, 2012
4. Unfinished Business
5. Oath of Office
6. Election of Chair, Vice-Chair and Secretary
7. People from the Floor
8. Announcements
9. Public Hearing
 - A. Rezoning – 312 North Street – O-1(Office)/M-2(General Manufacturing) to C-1 (Central Business)
10. A Regular Business
 - A. Resolution No. 2013-01 – A Resolution Recommending that the City Council Adopt Ordinance No. 192 an Ordinance to Rezone 3.18 Acres of Land Located at 312 North Street from O-1 Office/M-2 General Manufacturing to C-1 Central Business
 - B. Resolution No. 2013-02 – A Resolution Approving a Preliminary and Final Site Plan to Allow ServiceMaster to Construct a 9,488 Square Foot Building Located at 210 State Street
 - C. Discussion – Master Plan Update
11. Unfinished Business
12. New Business
13. Correspondence
 - Planning & Zoning News, November 2012
14. Liaison Reports
15. Director's Report
16. Administrator Report
17. Adjournment

**CITY OF MASON
PLANNING COMMISSION MEETING
MINUTES OF DECEMBER 11, 2012**

Reeser called the meeting to order at 6:30 p.m. in the Council Chambers at 201 W. Ash Street, Mason, Michigan.

Present: Commissioners: Barna, *Brown, King, Reeser, Sabbadin, Waltz
Absent: Commissioner: Cotter, Green
Also present: David Haywood, Zoning & Development Director
Deborah J. Cwierniewicz, City Clerk

APPROVAL OF MINUTES: November 13, 2012

The Minutes of November 13, 2012, were approved as submitted.

*Brown arrived at 6:31 p.m.

PEOPLE FROM THE FLOOR

None.

ANNOUNCEMENTS

None.

REGULAR BUSINESS

Discussion – Master Plan Update

Haywood reported on the progress of the final draft of the Master Plan that will be ready around the first of the year.

Discussion – State Street Zoning

Haywood reported that property owners at 230 West Maple Street and 200 State Street have been notified of the intent to rezone the properties from O-1 Office to C-1 Central Business. He elaborated on his report.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Brown commented on his resignation letter from the EDC/BRA Board as a result of his election to City Council.

CORRESPONDENCE

Distributed.

LIAISON REPORTS

Waltz informed commissioners regarding current City Council business.

DIRECTOR REPORT

Haywood informed the Commission regarding current planning and zoning business.

ADMINISTRATOR'S REPORT

None.

ADJOURNMENT

The meeting adjourned at 6:53 p.m.

Deborah J. Cwiertniewicz, City Clerk

Jim King, Secretary

City of Mason

201 W. Ash St.
P.O. Box 370
Mason, MI 48854-0370
www.mason.mi.us



City Hall 517 676-9155
Police 517 676-2458
Fax 517 676-1330
TDD 1-800-649-3777

MEMORANDUM

TO: Planning Commission

FROM: David E. Haywood, Zoning & Development Director 

SUBJECT: 312 North Street (Wolverine Engineering) – Rezoning

DATE: January 11, 2013

Staff is in receipt of a request, from Donald Heck of Wolverine Engineering & Surveyors, Inc. to rezone approximately 3.18 acres of land from O-1 Office/M-2 General Manufacturing to C-1 Central Business. The property is located at 312 North Street.

EXISTING LAND USE AND ZONING:

The character of the area in the vicinity exists of a mix of zoning districts, land uses, and future land use classifications. The site is bordered by Americhem to the north and west, the Maple Grove Cemetery to the east, and mix of residential and commercial uses to the south, including the “antiques district”. The current land uses and zoning for the immediately adjacent properties are as follows:

	Current Land Use	Zoning	Future Land Use
North	Industrial	M-2 General Manufacturing	Public
East	Institutional	AG Single Family Ag	Public
South	Commercial/Residential	C-1 Central Business	Commercial
West	Industrial	M-2 General Manufacturing	Industrial

The text of the Zoning Ordinance describes the intent and purpose of the respective zoning districts. The following represents the intent and purpose of the existing O-1 Office and M-2 General Manufacturing zoning districts, as well as the intent and purpose of the requested C-1 Central Business zoning district, as stated in the Code.

O-1 Office – “It is the primary purpose of this district to provide opportunities for business establishments that are predominantly comprised of professional offices, medical offices, administrative offices, and other businesses of a similar office character.”

M-2 General Manufacturing – “It is the primary purpose of this district to provide opportunities for a variety of industrial activities, including assembly, packaging, fabrication, processing, compounding, and manufacturing processes that rely on raw materials or previously prepared materials.”

C-1 Central Business – “It is the primary purpose of this district to provide opportunities for business establishments in the area generally referred to as the Downtown Center in the city master plan that address the local day-to-day office, retail, and service needs of residents of, and visitors to, the city. It is the intent of this district to prohibit uses that draw from a regional population causing excessive traffic levels or that may otherwise undermine the intended function and character of the historic business area of the city.”

The following table provides a “snapshot” comparison of the existing O-1 Office and proposed C-1 Central Business zoning districts, including the uses allowed in the respective districts. Those uses that are allowed in both districts are highlighted.

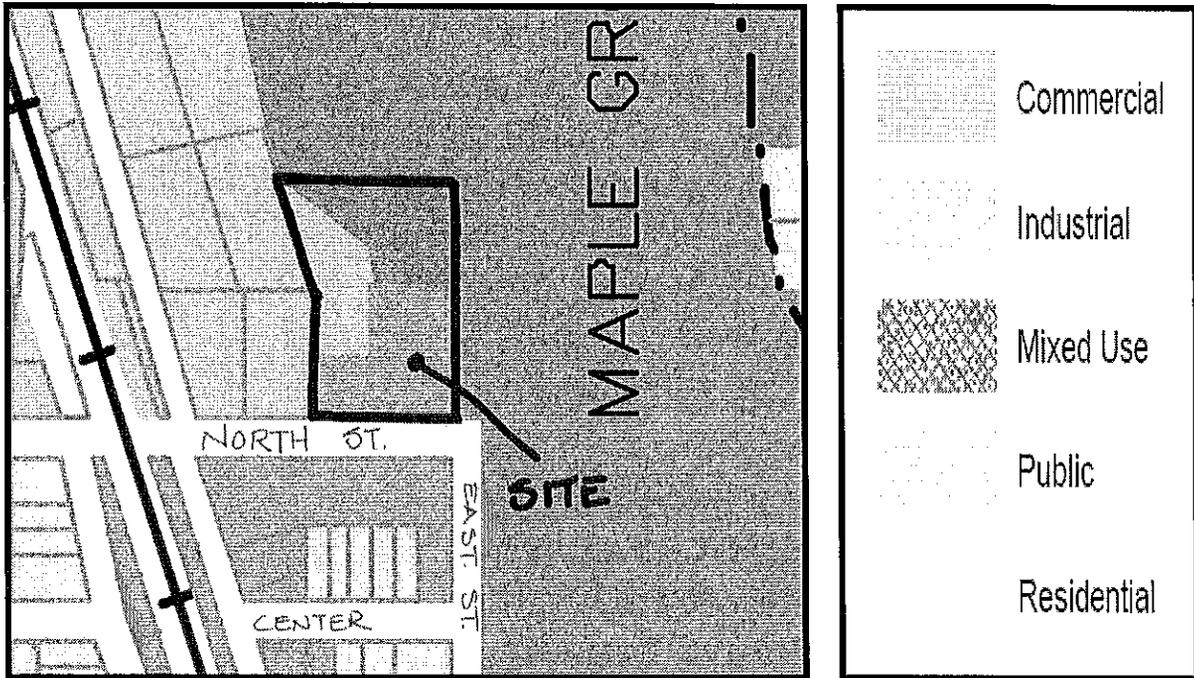
	Existing Zoning O-1 Office	Proposed Zoning C-1 Central Business
Uses Permitted by Right	<ul style="list-style-type: none"> Offices (for profit and non-profit) Photographic studios Professional services Medical, optical and dental offices and labs Music, dance and performing arts studios 	<ul style="list-style-type: none"> Offices (for profit and non-profit) Photographic studios Professional services Medical, optical and dental offices and labs Music, dance or performing arts studios Offices for professional practitioners Offices for law, professional, service, etc. Retail trade Bed and breakfast Residential uses above the first floor Establishments licensed for sale of alcohol Public assembly, theaters and auditoriums
Permitted Accessory Uses	<ul style="list-style-type: none"> Accessory structures as defined in Section 94-173(c) Automatic teller machines (walk up only) 	<ul style="list-style-type: none"> Accessory structures as defined in Section 94-173(c)
Uses Permitted by Special Use Permit	<ul style="list-style-type: none"> Religious institutions Day care facilities (up to twelve individuals) Public buildings, including non-residential governmental, utilities, etc. Public or private educational uses Mortuaries and funeral homes (not including crematoriums) Research, development and prototype manufacturing Structures uses larger than 15,000 sq 	<ul style="list-style-type: none"> Public buildings, including non-residential governmental, utilities, etc. Public or private educational uses Vehicle drive-in service Off-street parking facilities (public or private) Boarding and rooming houses Pub, tavern or restaurant with outdoor entertainment Structures uses larger than 15,000 sq Monopole telecommunication towers

	Existing Zoning M-2 General Manufacturing	Proposed Zoning C-1 Central Business
Uses Permitted by Right	<ul style="list-style-type: none"> ▪ Industrial parks ▪ Research and development ▪ Warehousing, grain elevators, gen. storage ▪ Local and regional transportation facilities ▪ Laundry services ▪ Manufacturing of food and cosmetics ▪ Assembly of merchandise ▪ Printing ▪ Light manufacturing ▪ Body and paint shops ▪ Heavy construction and building companies ▪ Industrial manufacturing 	<ul style="list-style-type: none"> ▪ Offices (for profit and non-profit) ▪ Photographic studios ▪ Professional services ▪ Medical, optical and dental offices and labs ▪ Music, dance, or performing arts studios ▪ Offices for professional practitioners ▪ Offices for law, professional, service, etc. ▪ Retail trade ▪ Bed and breakfast ▪ Residential uses above the first floor ▪ Establishments licensed for sale of alcohol ▪ Public assembly, theaters and auditoriums
Permitted Accessory Uses	Accessory structures as defined in Section 94-173(G)	Accessory structures as defined in Section 94-173(G)
Uses Permitted by Special Use Permit	<ul style="list-style-type: none"> ▪ Above ground storage of flammable liquids ▪ Cement and asphalt plants ▪ Communications towers ▪ Junk and salvage yards ▪ Livestock auction yard and transport facilities ▪ Refineries and power generation facilities ▪ Railroad terminals ▪ Meat or poultry processing ▪ Dry or liquid bulk blending plant ▪ Nitrogen fertilizer and anhydrous ammonia ▪ Repair and storage of mobile homes ▪ Racetrack or racing theater ▪ Casino ▪ Removal or storage of soil, sand, gravel, etc. ▪ Drilling, exploring and production of oil, gas, etc. 	<ul style="list-style-type: none"> ▪ Public buildings including non-residential, governmental, utilities, etc. ▪ Public or private educational uses ▪ Vehicular drive-in service ▪ Off-street parking facilities (public or private) ▪ Boarding and rooming houses ▪ Pub, tavern or restaurant with outdoor entertainment ▪ Structures uses larger than 15,000 sq ft ▪ Monopole telecommunication towers

MASTER PLAN:

A request for rezoning is an amendment to the zoning ordinance and Mason Code of Ordinances. Section 94-396(a) provides the following standards that the Planning Commission must consider when evaluating an amendment to the zoning ordinance:

1. **Compliance with the Master Plan of the city.** There are three future land use designations within the vicinity of the site. The future land use designations for the subject is a mix of Public, Commercial and Industrial. It is unclear how the combination of future land use designations came to be on this site, but most likely due to land assembly over time. Below is an excerpt of the Future Land Use Map showing the future land use classification of the subject site and properties in the immediate vicinity.



Commercial Development Goals

The following is a comparison of the requested zoning district relative to the objectives listed for the Commercial Development Goals in the Master Plan.

Objective #4 of the Commercial Development Goal is to “Encourage commercial development in the downtown area to be of a retail, office and entertainment character to draw people and improve its economic vitality”. (pg. 2-6) The proposed zoning district would support a variety of potential land uses relative to retail, office and entertainment.

Objective #13 of the Commercial Development Goal is to “Provide opportunities for the limited and incremental expansion of the downtown business area to provide increased opportunities for new businesses while maintaining its integrity and encouraging the enhancement of nearby residential neighborhoods”. (pg. 2-6) Although the current use will most likely remain on the subject property, the proposed zoning district would certainly increase opportunities for future businesses.

The subject parcel is not located within the boundary of the Downtown Development Authority District.

Industrial Development Goal

The following is a comparison of the requested zoning district relative to the objectives listed for the Industrial Development Goals in the Master Plan.

Objective #3 of the Industrial Development Goal is to “Encourage industrial development to be located in targeted areas rather than indiscriminately encroach into residential and

commercial areas". The portion of the site with the future land use designation "industrial" is currently used for storage.

Future Land Use Strategy – Public Areas

Chapter Three of the Master Plan, Future Land Use Strategy, describes the intent of the Public Areas classification. The Public Areas are "...not intended to prohibit the conversion of these properties to alternative uses if sites or facilities become outdated or otherwise undermine the continued delivery of public service in a cost-effective manner. The conversion of such properties should generally coincide with the planned use of immediately surrounding properties to ensure compatibility". The subject site is currently occupied by office uses. Approving the requested zoning would not require disposal of any publicly owned or planned facility or service. Staff should note that the City is planning an additional entrance to the Maple Grove Cemetery at the north end of East Street. There is a potential that the entrance and subsequent driveway, adjacent to the subject site on the east side, may be a public street.

2. *What, if any, identifiable conditions related to the proposed amendment have changed which justify the proposed amendment?* There does not appear to be any changes in the vicinity.
3. *What, if any, error in judgment, procedure or administration was made in the original chapter which justifies the petitioner's change in zoning?* There is no known error of this sort.
4. *What are the precedents and the possible effects of such precedent which might result from the approval or denial of the petition?* The subject property would be adjacent to a C-1 zoned property to the south at the corner of North Street and East Street. There does not appear to be a risk of precedent or the effect of a precedent at this location. As mentioned earlier, the requested zoning district is consistent with the Master Plan objectives for the Commercial and Industrial Development Goals and the Public Areas Future Land Use Strategy component.
5. *What is the impact of the amendment on the ability of the city and other governmental agencies to provide adequate public services and facilities, and/or programs that might reasonably be required in the future if the petition is approved?* There appears to be no impact of this type. The site is currently served with the necessary public utilities.
6. *Does the proposed amendment adversely affect the value of the surrounding property?* Whether the request adversely affects the value of the surrounding property is up to the discretion of the Planning Commission.
7. *Are there any significant environmental impacts which would reasonably occur if the petitioned zoning change and resulting allowed structures were built?* There are no known environmental impacts associated with the proposed rezoning request.

8. *The ability of the property in question to be put to a reasonable economic use in the zoning district in which it is presently located.* The proposed zoning district is consistent with the Master Plan and provides a range of reasonable economic possibilities.

PUBLIC SERVICES AND FACILITIES:

Streets and Traffic:

This site has its frontage on North Street. In the vicinity of the site, State Street is a paved two-lane street, without a center turn lane, and is under the jurisdiction of the City of Mason.

Public Water/Sanitary Sewer/Storm Sewer:

Public waters and storm sewer are located in close proximity to the site via State Street and West Maple Street. Sanitary sewer is available to the site along the east side of the Sycamore Creek roughly 50 feet from the west corner of the site.

Staff spoke with the Superintendent of the Waste Water Treatment Plant, no objections were noted.

Additional Agency Comments:

Comments from additional agencies are attached. No additional concerns or objections to the request noted.

NOTIFICATIONS:

Twenty-nine notices were sent to property owners and occupants within 300 feet of the subject site. At the time of this report no written comments were received.

ANALYSIS:

In summary, the request to rezone the property is generally consistent with the Master Plan as it is consistent with Objective #4 and #13 of the Commercial Development Goal, Objective #3 of the Industrial Development Goal of Chapter Two and is also consistent with Public Areas component of the Future Land Use Strategy in Chapter Three.

RECOMMENDATION:

The Planning Commission approve Resolution No. 2013-01.

Attachments:

1. Resolution No. 2013-01
2. Draft Ordinance 192
3. Application
4. Property information and legal description
5. Agency comments
 - a. City of Mason Chief of Police
 - b. Public Works Supervisor
6. Site Plan

Introduced:
Seconded:

**CITY OF MASON
PLANNING COMMISSION RESOLUTION NO. 2013-01**

**A RESOLUTION RECOMMENDING THAT THE CITY COUNCIL ADOPT ORDINANCE NO. 192
AN ORDINANCE TO REZONE 3.18 ACRES OF LAND LOCATED AT 312 NORTH STREET
FROM O-1 OFFICE/M-2 GENERAL MANUFACTURING TO C-1 CENTRAL BUSINESS**

January 15, 2013

WHEREAS, a rezoning request has been received from Donald Heck of Wolverine Engineering & Surveyors, Inc., to rezone parcel 33-19-10-05-453-016 consisting of 3.18 acres of land located at 312 North Street from O-1 Office/M-2 General Industrial to C-1 Central Business; and

WHEREAS, the subject property is further described as: A part of the East ½ of the Southeast ¼ of Section 5, T2N, R1W, City of Mason, Ingham County, Michigan, described as beginning at a point which is N00d01'04"W 760.47 feet along the North-South ¼ line and N89d44'03"E 1416.60 feet along the North line of North Street from the South ¼ Corner of Section 5; thence N00d23'30"W 268.00 feet; thence N17d34'41"W 236.33 feet; thence S85d51'19"E 344.89 feet; thence S00d13'22"E 467.10 feet to the North line of North Street; thence S89d44'03"W 272.61 feet along said North line to the point of beginning containing 3.18 acres of land more or less and subject to any easements or rights of way of record.

WHEREAS, The request to rezone is consistent with the standards of approval for zoning ordinance amendments listed in Section 94-396(a) of the Mason zoning ordinance, based on the following findings of fact:

1. That the request to rezone the property is consistent with Objective #4 and #13 of the Commercial Development Goal of Chapter Two
2. That the request to rezone the property is consistent with Objective #3 of the Industrial Development Goal of Chapter Two
3. That the request to rezone the property is consistent with "downtown center" area description of the Commercial Areas component of the Future Land Use Strategy in Chapter Three of the Master Plan
4. That the subject property is currently served by the necessary public utilities
5. That there are no significant negative environmental impacts related to the rezoning request
6. That the land uses permitted in the O-1 Office zoning district will not adversely affect the value of the surrounding property.

NOW THEREFORE BE IT RESOLVED, that the City of Mason Planning Commission does hereby recommend that the City Council adopt Ordinance No. 191 to rezone 0.3 acres of land located at 210 State Street from O-1 Office to C-1 Central Business.

Yes ()
No ()

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Planning Commission at its regular meeting held Tuesday, January 15, 2013, the original of which is part of the Planning Commission minutes.

Deborah J. Cwierniewicz, Clerk
City of Mason
Ingham County, Michigan

Introduced: _____
First Reading: _____
Second Reading: _____
Adopted: _____
Effective: _____

**CITY OF MASON
ORDINANCE NO. 192**

**AN ORDINANCE TO AMEND THE USE DISTRICT MAP, AS
ADOPTED PURSUANT TO SECTION 94-62 OF THE MASON
CODE, TO REZONE 3.18 ACRES OF LAND LOCATED AT 312
NORTH STREET FROM O-1 OFFICE/M-2 GENERAL
MANUFACTURING TO C-1 CENTRAL BUSINESS**

THE CITY OF MASON ORDAINS: The zoning map of the City of Mason adopted by Section 94-62 of Chapter 94 of the Mason City Code, being the zoning code of the City of Mason, is hereby amended as follows:

That property legally described as: A part of the East ½ of the Southeast ¼ of Section 5, T2N, R1W, City of Mason, Ingham County, Michigan, described as beginning at a point which is N00d01'04"W 760.47 feet along the North-South ¼ line and N89d44'03"E 1416.60 feet along the North line of North Street from the South ¼ Corner of Section 5; thence N00d23'30"W 268.00 feet; thence N17d34'41"W 236.33 feet; thence S85d51'19"E 344.89 feet; thence S00d13'22"E 467.10 feet to the North line of North Street; thence S89d44'03"W 272.61 feet along said North line to the point of beginning containing 3.18 acres of land more or less and subject to any easements or rights of way of record be rezoned from O-1 Office/M-2 General Manufacturing to C-1 Central Business.

THE CITY OF MASON FURTHER ORDAINS: That the requested rezoning is consistent with standards of approval for zoning ordinance amendments listed in Section 94-396(a) of the Mason zoning ordinance; and

THE CITY OF MASON FURTHER ORDAINS: That the Planning Commission at its January 15, 2013 meeting adopted Resolution No. 2013-01 recommending adoption of this ordinance; and

THE CITY OF MASON FURTHER ORDAINS: That the municipal water, sanitary sewer and storm sewer currently serves and is adequately for the site considering the proposed zoning district; and

THE CITY OF MASON FURTHER ORDAINS: That the official zoning map shall be marked evidencing this change, and that the City Clerk shall enter on the Official Zoning Map this ordinance number and the date of adoption thereof, and shall maintain a file containing a copy of this ordinance and map thereto attached, and

THE CITY OF MASON FURTHER ORDAINS: That the City Engineer is hereby directed to make the necessary corrections to the zoning district map evidencing this zoning change, including this ordinance number and the date of adoption thereof; and

THE CITY OF MASON FURTHER ORDAINS: That this ordinance shall become effective twenty days after its adoption, but not before it is published; and

THE CITY OF MASON FURTHER ORDAINS: That this ordinance shall be published within fifteen days after its adoption.

The foregoing Ordinance was moved for adoption by Council Member _____ and seconded by Council Member _____, with a vote thereon being: YES () NO (), at a regular meeting of the City Council held pursuant to public notice in compliance with the Michigan Open Meetings Act, on the ____ day of _____, 2013.

Ordinance No. 192 declared adopted this ____ day of _____, 2013.

Leon Clark, Mayor

Deborah J. Cwierniewicz, City Clerk



APPLICATION – REZONING

City of Mason

Planning Department • 201 W. Ash Street, Mason, MI 48854

Phone: 517/676-9155 • Fax: 517/676-1330

www.mason.mi.us

Applicant– Please indicate the following:	
Current Zoning District(s):	^{or} M2/01
Requested Zoning District(s):	C1

PLANNING DEPARTMENT USE ONLY	
Application Received:	12/10/12
Tax ID:	33-19-10-05-453-016
Fee:	\$300.00
Receipt #:	100136517

I. APPLICANT INFORMATION

Name DONALD B. HECK, P.E.

Organization WOLVERINE ENGINEERS & SURVEYORS, INC.

Address 312 NORTH ST. MASON MI 48854

Telephone Number 517-676-9200 Facsimile Number 517-676-9396

Interest in Property (owner, tenant, option, etc.) PURCHASING ON LAND CONTRACT

Note: If applicant is anyone other than owner, request must be accompanied by a signed letter of authorization from the owner.

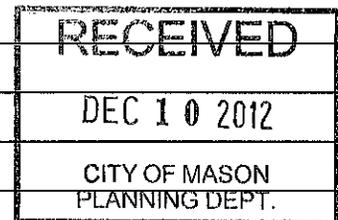
II. PROPERTY INFORMATION

Owner BLUE PUMPKIN, LLC Telephone Number _____

Property Address 312 NORTH STREET

Legal Description: If in a Subdivision: Subdivision Name _____ Lot Number _____

If Metes and Bounds (can be provided on separate sheet): see ATTACHED



APPLICANT CERTIFICATION

By execution of this application, the person signing represents that the information provided and the accompanying documentation is, to the best of his/her knowledge, true and accurate. In addition, the person signing represents that he or she is authorized and does hereby grant a right of entry to City officials for the purpose of inspecting the premises to determine compliance with the requirements of the Zoning Code district requested by the applicant and compliance with conditions precedent to the granting of the Zoning District change requested.

Signature Willis C. Potts Date 12/10/12

III. **REQUEST DESCRIPTION**

A. **Site Area**

Indicate the size of the site subject to the request for change of zoning:

In square feet (if under one (1) acre): _____

In acres (if over one (1) acre): 3.18 ACRES

B. **Master Plan**

Future Land Use Designation (from Master Plan): COMMERCIAL

Does the proposed Zoning District conform to this designation? YES NO

C. **Available Services**

Public Water YES NO Paved Road(s) (Asphalt or Concrete) YES NO
Public Sanitary Sewer YES NO Public Storm Sewer YES NO

Note: Health Department Certification may be required where public water and/or sanitary sewer are not available

D. **Current Use**

Are there any structures currently on the property? YES NO

If so, describe the number of structures and how the structures are used (attach additional sheets, if necessary):

CURRENTLY 3 BUILDINGS, ONE (1) OFFICE SPACE, TWO (2)
USED FOR STORAGE

E. **Soils Data**

Has soil bearing capacity and septic suitability of the ground been tested? YES NO

If so, attach 30 copies. Note: such testing may be required if conditions warrant.

IV. **APPLICATION MATERIALS**

The following is a checklist of items that generally must be submitted with applications for Rezoning. The applicant must submit 30 copies. Incomplete applications will not be processed.

- Completed application form
- Plot Plan of area proposed for Rezoning (see "A" below)
- Legal description of area proposed for Rezoning
- Proof of ownership or owner authorization to request Rezoning
- Fee (see "B" below)
- Any other information deemed necessary

A. **Plot Plan**

The Plot Plan shall be drawn to a readable scale and shall show all of the following information:

1. Existing structures and parking areas, with setback dimensions from property lines
2. Survey pins or monuments
3. All easements on the property
4. Overhead and underground utilities
5. Floodplain and wetlands
6. Topography (where land characteristics have a bearing on the request)
7. Surface drainage, indicated by directional arrows
8. Existing zoning and use of surrounding properties

B. Application Fee \$300.00 All requests must be accompanied by a fee, as established by City Council.
(Effective October 16, 2006)

V. APPLICATION DEADLINES

Complete applications must be received at least 45 days in advance of a Planning Commission meeting. A public hearing will be scheduled at the next Planning Commission meeting after the 45 day period. At that time the Planning Commission will make a recommendation to the City Council, which has the final authority to approve or deny an application for Rezoning.

Planning Commission meetings are held on the second Tuesday after the first Monday of every month. The City Council will consider recommendations from the Planning Commission at their regular meeting on the third Monday of the month. If any Monday is a City recognized holiday, the meeting is held on the following day (Tuesday).

VI. STAFF REPORT

The Planning Department Staff will prepare a report to the Planning Commission regarding an application for Rezoning. The report will explain the request and review whether it complies with the standards in the Zoning Code and the Master Plan. Staff will present the findings of that report during the Planning Commission meeting. An applicant who wishes to obtain one (1) copy of that report, at no cost, prior to the meeting must provide a written request to the Planning Department. The report is generally complete on the Friday before the meeting and can be mailed to the applicant or picked up by the applicant in the Planning Department.

CERTIFICATE OF SURVEY

DESCRIPTION PARCEL 1:

A part of the East 1/2 of the Southeast 1/4 of Section 5, T2N, R1W, City of Mason, Ingham County, Michigan, described as beginning at a point which is N00°01'04"W 760.47 feet along the North-South 1/4 line and N89°44'03"E 1416.60 feet along the North line of North Street from the South 1/4 Corner of Section 5; thence N00°23'30"W 268.00 feet; thence N17°34'41"W 236.33 feet; thence S85°51'19"E 344.89 feet; thence S00°13'22"E 467.10 feet to the North line of North Street; thence S89°44'03"W 272.61 feet along said North line to the point of beginning containing 3.18 acres of land more or less and subject to any easements or rights of way of record.

DESCRIPTION PARCEL 1A:

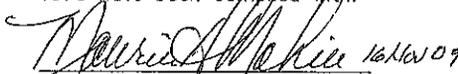
A part of the East 1/2 of the Southeast 1/4 of Section 5, T2N, R1W, City of Mason, Ingham County, Michigan, described as commencing at the South 1/4 Corner; thence N00°01'04"W 760.47 feet along the North-South 1/4 line to the North line of North Street; thence N89°44'03"E 1689.21 feet along said North line; thence N00°13'22"W 241.10 feet to the point of beginning; thence N83°27'47"W 36.70 feet; thence N35°48'59"W 292.00 feet; thence S85°51'19"E 207.00 feet; thence S00°13'22"E 226.00 feet to the point of beginning containing 0.63 of an acre of land more or less and subject to any easements or rights of way of record.

DESCRIPTION PARCEL 1B:

A part of the East 1/2 of the Southeast 1/4 of Section 5, T2N, R1W, City of Mason, Ingham County, Michigan, described as beginning at a point which is N00°01'04"W 760.47 feet along the North-South 1/4 line and N89°44'03"E 1416.60 feet along the North line of North Street from the South 1/4 Corner of Section 5; thence N00°23'30"W 268.00 feet; thence N17°34'41"W 236.33 feet; thence S85°51'19"E 137.89 feet; thence S35°48'59"E 292.00 feet; thence S83°27'47"E 36.70 feet; thence S00°13'22"E 241.10 feet to the North line of North Street; thence S89°44'03"W 272.61 feet along said North line to the point of beginning containing 2.55 acres of land more or less and subject to any easements or rights of way of record.

The basis of bearing for this survey is based on previous surveys by this office.

I hereby certify that I have surveyed and mapped the land above platted and/or described on February 14, 2008, and that the ratio of closure on the unadjusted field observation of such survey was 1/15000, and that all the requirements of P.A. 132, 1970 have been complied with.


 Maurice H. Mahieu, P.S. #28414



LEGEND	
ALL DIMENSIONS ARE IN FEET AND DECIMALS THEREOF	FI= FOUND IRON
D= DEEDED	SI= SET IRON
P= PLATTED	
M= MEASURED	
PROPERTY CORNER IRON	●
CONCRETE MONUMENT	○
FENCE LINE	-x-x-x-



WOLVERINE

Engineers & Surveyors, Inc.

312 North Street
Mason, Michigan 48854

Ph: 517-676-9200
Fx: 517-676-9396

<http://www.wolveng.com>

SURVEY FOR: WOLVERINE ENGINEERS & SURVEYORS, INC.	
FIELD SURVEY: TY & TD	DATE: 02/17/2008
DRAWN: LDR	JOB NO.: 08-0412
SCALE: NO SCALE	SHEET: 2 OF 2

MESSAGE TO TAXPAYER

ADDED FEBRUARY 15TH. POSTMARKS
 COUNT. CREDIT CARDS ACCEPTED
 ON OUR WEBSITE WWW.MASON.MI.US OR
 PHONE 800-272-9829 CODE 7038
 PLEASE READ REVERSE SIDE OF STATEMENT*

PAYMENT INFORMATION

This tax is due by: 02/14/2013

Pay by mail to: CITY OF MASON
 ERIC E. SMITH
 201 W. ASH ST. PO BOX 370
 MASON, MI 48854-0370

PROPERTY INFORMATION

Property Assessed To:
 BLUE PUMKIN LLC
 312 NORTH
 MASON, MI 48854

MASON PUBLIC
 School: 33130

Prop #: 33-19-10-05-453-016
 Prop Addr: 312 NORTH

Legal Description:
 COM S 1/4 SEC 5, --N0D01'04"W 760.47 FT ALNG NS 1/4 LN -- N89D45'50"E
 1416.6 FT ALNG N LN OF NORTH ST TO POB -- N0D23'30"W 268 FT -- N17D42'25"W
 235.85 FT -- S86D00'33"E 217.51 FT -- S88D28'56"E 127.23 FT -- S0D14'35"E
 472.9 FT -- S89D44'03"W 272.61 FT ALNG N LN OF NORTH ST TO POB ON SE 1/4
 OF SEC 5 T2N R1W CITY OF MASON SPLIT ON 02/18/2005 FROM 33-19-10-05-
 453-015, 33-19-10-05-453-016, 33-19-10-05-453-014

TAX DETAIL

Taxable Value: 236,580 COMM-IMPROVED
 State Equalized Value: 236,580 Class: 201
 PRE/MBT %: 0.0000
 Mort Code:

Taxes are based upon Taxable Value.
 1 mill equals \$1.00 per \$1000 of Taxable Value.
 Amounts with no millage are either Special
 Assessments or other charges added to this bill.

DESCRIPTION	MILLAGE	AMOUNT
COUNTY	3.8121	901.86
LIBRARY	1.5600	369.06
MPS SINKING 2007	1.0000	236.58
MPS DEBT 2004	3.8500	910.83

BALANCE OF DESCRIPTION ON FILE

OPERATING FISCAL YEARS

The taxes on bill will be used for governmental
 operations for the following fiscal year(s):

County: 01/01/12 - 12/31/12
 Twn/Cty: 07/01/12 - 06/30/13
 School: 07/01/12 - 06/30/13
 State: 10/01/12 - 09/30/13
 Does NOT affect when the tax is due or its amount

Total Tax	10.22210	2,418.33
Administration Fee		24.18
DECEMBER AMOUNT DUE		2,442.51
JULY AMOUNT DUE		0.00
TOTAL AMOUNT DUE		2,442.51

Please detach along perforation. Keep the top portion.

WESI Regular Checki 2012 Winter Prop Tax - 33-19-10-05-453-016

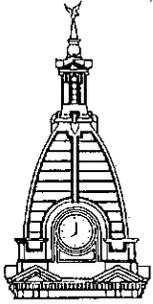
2,442.51



WESI Regular Checki 2012 Winter Prop Tax - 33-19-10-05-453-016

2,442.51





Mason Police Department

201 W. Ash St.
P.O. Box 370
Mason, MI 48854-0370

JOHN STRESSMAN
Chief of Police

Office: (517) 676-2458
Fax: (517) 244-9024
MASON_PD@ingham.org

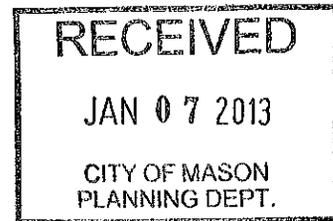
MEMORANDUM

To: David Haywood
Planning and Development Director

From: John Stressman
Chief of Police 

Date: January 7, 2013

Ref: Rezoning Request - 312 North Street



I have reviewed the rezoning request for 312 North Street and have no comments at this time.

If you have any questions, please contact me.

JS/jal

David Haywood

From: Ken Baker
Sent: Friday, January 11, 2013 12:10 PM
To: David Haywood
Subject: Review
Attachments: 210 state street reconstruction site plan review 2013.doc

Dave:
Attached is memo for the site plan review for 210 state street.

Also;
The rezoning request for 312 North street I have no problems with.
I do have a question. Is this the time to ask for a storm water maintenance agreement?
I do not believe we have one for this site.
Ken Baker
Superintendent of Public Works

City of Mason

201 W. Ash St.
P.O. Box 370
Mason, MI 48854-0370
www.mason.mi.us



City Hall 517 676-9155
Police 517 676-2458
Fax 517 676-1330
TDD 1-800-649-3777

MEMORANDUM

TO: Planning Commission

FROM: David E. Haywood, Zoning & Development Director 

SUBJECT: Site Plan Review – ServiceMaster – 210 State Street

DATE: January 11, 2013

The applicant is requesting concurrent preliminary and final site plan approval to construct a 7,920 square foot building on existing foundations on property located at 210 State Street. The intended/proposed use of the new structure is for a commercial cleaning business, including office space and storage. The parcel is zoned C-1 (Central Business). Section 94-222 states that any use within the C-1 (Central Business) zoning district requires site plan review. The applicant has, therefore, made application for site plan review.

LAND USE AND ZONING:

The surrounding land uses and zoning are as follows:

	Current Land Use	Zoning	Future Land Use
North	Commercial	O-1 (Office)	Commercial
East	Commercial (parking)	O-1 (Office)	Commercial
South	Industrial	O-1 (Office)	Commercial
West	Industrial	M-1 (Light Manufacturing)	Industrial

SITE PLAN REVIEW:

The following sections address compliance with site plan requirements.

Plan Details:

The plan and application propose the construction of a 7,920 square foot building on existing foundation/basement, including a 1,568 square foot garage addition on the west end of the

building. The applicant has indicated that the garage will be completed in a second phase at a later time to be determined.

The applicant has provided a structural analysis report from Mark Clark, Reliance Building Forensics, that declares the building is sufficient to support a wood-frame office building, provided certain modifications are made to provide the necessary structural support.

Height, Bulk, Density, and Area Requirements:

The plan appears to meet the site development standards listed in Section 94-121(c).

Off-Street Parking & Circulation:

The site plan provides an analysis of the parking capacity/need associated with the proposed building. Staff concurs with the applicant's analysis and recommends approval of the proposed parking plan with no conditions.

The plan does not show which direction vehicles will enter the garage area. It is unclear that there is adequate maneuvering at or near the orientation of the loading side (west side) of the proposed garage that does not require using the neighboring property to gain entry. An easement or parking access agreement granting access for maneuvering from the adjacent property owner will be necessary. This is recommended as a condition of approval.

Landscaping:

Landscaping is not required in the C-1 zoning district and there are no residentially used or zoned properties adjacent to the subject site.

Signs:

No new signage is proposed for the site at this time.

Sidewalks:

Adequate sidewalk currently exists adjacent to the site along State and Maple Streets.

Site Lighting:

The site plan provides information regarding site lighting, including a photometric plan, indicating that there will be no adverse impact to adjacent properties or roadways. However, the lights should be shown to comply with the shielding requirements listed in Section 94-177(e) of the zoning ordinance. Approval is recommended with this condition.

Construction Schedule:

A general construction schedule is included with the application. The applicant anticipates that the project will begin in Spring of 2013 and be completed by the end of Summer 2013.

PUBLIC SERVICES AND FACILITIES:

Water and Sanitary Sewer:

There are no proposed changes to the existing municipal sanitary sewer and potable water systems on the site.

Storm Water Management:

The site plan proposes to manage storm water utilizing the existing underground storm water lines on the site and the addition of rain gardens to treat impervious parking areas on the site.

The City Engineer provided the following comments per his memo dated January 9, 2013:

- Additional details are necessary to adequately describe CB#1
- Recommends the design engineer re-review the storm drain pipe size
- Indicates that the RV-type sanitary sewer dump station poses a significant risk to the sanitary sewer system and should be closely reviewed by verified by the Superintendent of the Waste Water Treatment Plant – unrestricted monitoring of this type opens the potential for dumping of hazardous materials into the system

The Public Works Superintendent provided the following comments per his memorandum dated January 11, 2013:

Storm Water

1. They need a storm water maintenance agreement.
2. They need to show where the downspout water will go to from the site.
3. The storm water on the North side of the building how is it being managed to control contaminates from leaving the site?

Potable Water

1. The Utilities in the street in front the site are adequate for future use.
2. But the water service to the building is only a 3/4" service.
3. If further development and an increased water demand are needed an addition tap fee and larger service would be required.

Sewer

1. Also if use changes then the sewer REU chart will need to checked to see if an additional tap fees apply.

All construction activities proposed in this site plan review application will require a soil erosion permit through the City of Mason Zoning & Development Department. Approval is recommended with this condition.

Staff recommends that a drainage facilities maintenance agreement be required for this project as a condition of approval.

Additional Agency Comments:

Comments from the remaining agencies are attached. No additional concerns have been received regarding this site plan review at this time.

ANALYSIS:

It appears that the site and proposed use will comply with the site plan review standards listed in Sections 94-226 and 94-227 of the Code, provided the previously noted conditions are met.

RECOMMENDATION:

With the findings and analysis described above, the following action is recommended for consideration by the Planning Commission:

The Planning Commission approve Resolution No. 2013-02.

Attachments:

1. Resolution 2013-02
2. Application
3. Agency Comments
 - a. Wolverine Engineers
 - b. City of Mason Chief of Police
 - c. Public Works Supervisor
 - d. PTOW Supervisor
4. Site Plan (3 sheets)

Introduced:
Seconded:

**CITY OF MASON
PLANNING COMMISSION RESOLUTION NO. 2013-02**

**A RESOLUTION APPROVING A PRELIMINARY AND FINAL SITE PLAN TO ALLOW
SERVICEMASTER TO CONSTRUCT A 9,488 SQUARE FOOT BUILDING LOCATED
AT 210 STATE STREET**

January 15, 2013

WHEREAS, a request has been received from Century Construction for concurrent preliminary and final site plan approval to be allowed to construct a 9,238 square foot building, utilizing existing foundations, at 210 State Street, said property having parcel number 33-19-10-08-231-004.

WHEREAS, the subject property is further described as:

LEGAL DESC: (per Exhibit A of Land Contract as recorded in Liber 2656 Page 805) Commencing in the West line of State Street in the City of Mason at a point 80 feet Southeasterly from the intersection of the Westerly line of State Street with the centerline produced, of Sycamore Street, formerly Mill Street, running thence South 32°14' East in said Westerly line of State Street 17.6 feet, South 52°06' East in said Westerly line of State Street 64 feet, to the intersection of said Westerly line of State Street with the Southeasterly line of Lot 4, Block 51, Original Plat, City of Mason, Ingham County, Michigan, according to the recorded plat thereof, as recorded in Liber 2 of Plats, Page 36, Ingham County Records, said point being identical with the intersection of said Westerly line of State Street with the Northwesterly line of Lot 1, Block 6, City of Mason, running thence South 44° West along the Northwesterly line of said Lot 1, and the Southeasterly line of said Lot 4, 63.59 feet, thence Southerly to the Northeast corner of Lot 5, Block 51, thence West along the North line of Lots 5 and 6, Block 51, to a point 12' East of the Northwest corner of said Lot 5, Block 51, thence South to the North line of Maple Street, thence West on the North line of Maple Street 66 feet, at a point 54 feet West of the Southwest corner of Lot 5, Block 51, thence North 99 feet, thence North 15°29' West 92 feet, thence North 60°56' East 159 feet to the place of beginning: Also all that part of Lot 1, Block 6, lying South and West of State Street, formerly the State Road, together with all that part of the alley dividing Block 6, being South and West of State Street, and being adjacent to Lot 1 on the South: together with a perpetual right of way or easement, to be used in common with the owners of the land on the Northwesterly side of the above premises, to remain free and unobstructed as a driveway over and along a strip of land 15 feet wide adjacent to and adjoining the above described land along the Northwesterly side thereof, also right to construct and maintain a tile sewer and drain across said adjoining land Northwesterly to Sycamore Creek.

WHEREAS, upon compliance with the conditions of approval, the plans will comply with the site plan review standards listed in Sections 94-226 and 94-227 of Chapter 94, Zoning, of the Mason Code.

WHEREAS, approval is granted subject to the following general conditions:

- 1) That site lighting be consistent with the lighting requirements listed in Section 94-177(e) of the zoning ordinance; and
- 2) The applicant meet the expectations of the City Engineer's comments in his letter dated January 9, 2013; and

- 3) The applicant meet the expectations of the Superintendent of Public Works' comments in his letter dated January 11, 2013; and

WHEREAS, approval is granted subject to the following conditions being met prior to the issuance of a building permit:

- 1) The applicant obtain a soil erosion and sedimentation permit from the Zoning and Development Department prior to the issuance of a building permit; and
- 2) The applicant shall provide a revised site plan that demonstrates adequate maneuvering space for the west side garage doors, or a recorded easement or parking agreement with the adjacent property owner; and
- 3) The applicant shall provide a revised site plan that shows where storm water from the roof drains will be directed; and

WHEREAS, approval is granted subject to the following conditions being met prior to the issuance of an occupancy permit:

- 1) The applicant shall submit an executed drainage facilities maintenance agreement between and City and responsible party to the private storm water management system prior to the issuance of an occupancy permit.

NOW THEREFORE BE IT RESOLVED, that the City of Mason Planning Commission does hereby approve a preliminary site plan for the construction of a 9,238 square foot building on existing foundation located at 210 State Street based on the plans dated December 18, 2012 and January 4, 2013.

Yes ()
No ()

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Planning Commission at its regular meeting held Tuesday, January 15, 2013, the original of which is part of the Planning Commission minutes.

Deborah J. Cwierniewicz, Clerk
City of Mason
Ingham County, Michigan



APPLICATION – SITE PLAN REVIEW/SPECIAL USE PERMIT

City of Mason

Planning Department • 201 W. Ash Street • Mason, MI 48854

Phone: 517/676-9155 • Fax: 517/676-1330

www.mason.mi.us

Applicant- Please check one of the following:	
<input type="checkbox"/>	Preliminary Site Plan Review
<input type="checkbox"/>	Final Site Plan Review
<input type="checkbox"/>	Special Use Permit*
* includes Preliminary Site Plan Review	

PLANNING DEPARTMENT USE ONLY	
Application Received:	<u>Dec. 18, 2012</u>
Tax ID:	<u>08-231-004</u>
Fee:	<u>\$300.00</u>
Receipt #:	<u>100137903</u>

I. APPLICANT INFORMATION

Name Avron Tobias

Organization Century Construction

Address 2301 W. Main St. Lansing MI 48917

Telephone Number 517-999-8200 Facsimile Number _____

Interest in Property (owner, tenant, option, etc.) Contractor

Note: If applicant is anyone other than owner, request must be accompanied by a signed letter of authorization from the owner.

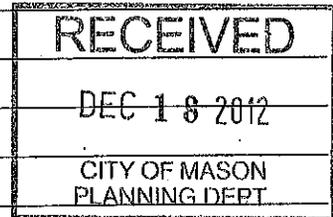
II. PROPERTY INFORMATION

Owner Cartam Enterprises Telephone Number _____

Property Address 210 State Street Mason MI 48854

Legal Description: If in a Subdivision: Subdivision Name _____ Lot Number _____

If Metes and Bounds (can be provided on separate sheet): (See attached)



APPLICANT CERTIFICATION

By execution of this application, the person signing represents that the information provided and the accompanying documentation is, to the best of his/her knowledge, true and accurate. In addition, the person signing represents that he or she is authorized and does hereby grant a right of entry to City officials for the purpose of inspecting the premises and uses thereon to verify compliance with the terms and conditions of any Special Use Permit and/or Site Plan approval issued as a result of this application.

Signature [Signature] Date 12-18-12

III. **REQUEST DESCRIPTION**

A. **Written Description** – Please use this section to describe the use or uses proposed. Attach additional pages, if necessary.

Replacement of building due to fire to house an existing commercial cleaning business. Garage addition to rear of building. Rebuilding of parking lot to redirect storm runoff away from building.

B. **Available Services**

Public Water YES NO
 Public Sanitary Sewer YES NO

Paved Road (Asphalt or Concrete) YES NO
 Public Storm Sewer YES NO

C. **Estimate the Following**

Traffic Generated No increase
 Population Increase none
 Hours of Operation 7 AM to 6 PM
Mon day through Fri day

Total Employees no increase Shifts _____
 Employees in Peak Shift _____
 Total Bldg. Area Proposed 7920 sft + 1848 sft
 Parking Spaces Provided 11 *of garage*

D. **Project Phasing**

This project will be completed in: One Phase Multiple Phases – Total No. of Phases: _____
Note: The phases of construction for multi-phase projects must be shown on the site plan

IV. **APPLICATION MATERIALS**

The following are checklists of items that generally must be submitted with applications for Preliminary Site Plan Review, Final Site Plan Review, and Special Use Permits. Applicants should review Articles VI and VII of Chapter 94 of the Mason Code for a complete listing of application requirements. All site plan drawings must comply with the requirements of Section 94-226(d) of the Zoning Ordinance. Incomplete applications will not be processed.

- Completed application form
- 20 copies of site plan drawings (30 copies for Special Use Permits)
- 1 – 11" x 17" copy of the site plan
- Legal description
- Proof of ownership/owner authorization
- Construction schedule for proposed project
- Construction calculations for utilities
- Fee (see below)
- Any other information deemed necessary

Application Fee – all requests must be accompanied by a fee, as established by the City Council. The fee schedule for Preliminary Site Plan Reviews, Final Site Plan Reviews, and Special Use Permits is as follows (As of October 16, 2006):

<u>Preliminary Site Plan Reviews</u>	\$200.00
<u>Final Site Plan Review</u>	\$100.00
<u>Special Use Permits</u> (includes preliminary site plan review)	\$275.00
<u>Engineering Review</u>	\$220.00*

*minimum fee for projects increasing demand on public utilities, fees are billed to applicant upon completion of review

V. **APPLICATION DEADLINES**

Preliminary Site Plan/Special Use Permit Review – Applications for Preliminary Site Plan Review may be submitted at any time. Complete applications must be received a minimum four (4) weeks prior to a Planning Commission meeting to be placed on the agenda. Upon receipt of a complete application, a public hearing will be scheduled for the next regularly scheduled meeting (for Special Use Permits only). The Planning Commission has the final authority to approve, approve with conditions or deny an application for Preliminary Site Plan/Special Use Permit Review. The Planning Department staff will issue a letter to the applicant advising of any changes or revisions that may be necessary prior to making application for Final Site Plan Review.

Final Site Plan Review – Complete applications must be received a minimum of four (4) weeks prior to a Planning Commission meeting to be placed on an agenda. The Planning Commission has the final authority to approve, approve with conditions or deny an application for Final Site Plan Review. Planning Commission meetings are held on the second Tuesday after the first Monday of every month, unless the Tuesday is a Township recognized holiday, in which case the meeting is held on the following day (Wednesday).

VI. **STAFF REPORT**

The Planning Department Staff will prepare a report to the Planning Commission regarding an application for Preliminary Site Plan Review, Final Site Plan Review or Special Use Permit. The report will explain the request and review whether it complies with the zoning standards of the Mason Code. Staff will present the findings of that report during the Planning Commission meeting. An applicant who wishes to obtain one (1) copy of that report, at no cost, prior to the meeting must provide a written request to the Planning Department. The report is generally complete on the Friday before the meeting and can be mailed to the applicant or picked up by the applicant in the Planning Department.

December 10, 2012

To: City of Mason
Planning Commission
201 West Ash Street
Mason, MI 48854

I, CARL LESLIE HOWARD, and JESSE JEAN HOWARD co-owners of the property at 210 S. State St. Mason, MI, 48854; hereby give permission for Century Construction to act in my behalf for the purpose of application and review for the Site Plan Review process for the project known as the Servicemaster of Ingham County building as required for the City of Mason.

12-10-12
Date

12-10-12
Date

Carl A. Howard
Signature

Jesse Jean Howard
Signature

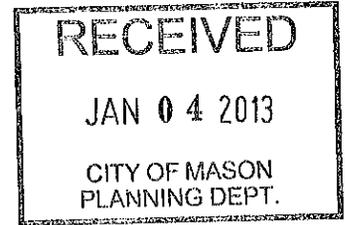
LETTER OF TRANSMITTAL

FROM: Enger Surveying & Engineering
805 N. Cedar Road P.O. Box 87
Mason, MI 48854-0087
Phone 517-676-6565

TO: David Haywood, Zoning & Development Director, City of Mason

DATE: January 4, 2013

RE: Servicemaster Site Plan



TRANSMITTED HEREWITH ARE FOLLOWING ITEMS:

20	Each	Site Plan (sheets 1-3 dated Jan. 4, 2013)
1	Each	Calculations for the rain garden/storm system
1	Each	Structural analysis report

REMARKS: David - Revisions have been made per your review letter dated Dec. 19, 2012 & the following changes have been made:

- Zoning of adjacent properties is now labeled.
- For Section C on the site plan application was not filled out due to the fact that there will be no changes from how it was previously. Population increase: none, Hours of operation 8am-5pm M-F, total employees 20 with only 1 shift. Total building area proposed is 16,908 sft, parking spaces provided 15 on-site plus 25 off-site.
- A structural analysis is enclosed
- A note was added to the plans indicating that the trucks will enter from Maple street and the street traffic will enter from State Street.
- Regarding adequate space to maneuver for the garage, there is adequate space, but it does require the trucks to encroach onto the neighboring property. The owner of Servicemaster is on good terms with the neighbor & they currently both utilize this back parking area. The owner is pursuing a written agreement.
- There are no recorded easements for this property.
- Changed the height of the dumpster enclosure to 6'.
- A breakdown of areas of the building uses for warehouse & storage & office are now shown on the site plan. The location & size of the proposed parking spaces are also shown.
- Fixture types are now listed on the plan & a parking lot light is now shown as well.
- The garage addition has been shortened to provide a 10' lateral distance to the sewer.
- The rain garden which encroached into the street right-of-way has been eliminated.
- Calculations were supplied with the original submittal, but have been provided again.
- As far as the dump station is concerned, there was one originally in the basement, but they want to put in a new one. So the connection is existing & they will utilize that & keep it in the basement, near the same location it was previously.

Sincerely, Debbie Davis

David Haywood

From: Pat Cross [pat@centuryconstruction.net]
Sent: Friday, January 04, 2013 9:07 AM
To: David Haywood
Subject: Servicemaster

Dear Mr. Haywood,

We have made the requested changes to the site plan and application and Aaron Tobias has met with both Mr. Baker and Mr. Bibler. There are no recorded utility easements. Mr. Baker said that there are no city owned or maintained storm sewers on the site, only privately constructed and maintained.

Neither Mr. Baker nor Mr. Bibler have any drawings in the city files that give a descriptive location for the sanitary sewer lines on the site. It is our belief that the location of the sanitary sewer lines on the drawings we have are accurate.

Mr. Bibler stated that there is no pre-treatment required for the RV dump station. His requirements consist of the assurance of the security of the site and the signage for 'private use only.

Enger Engineering will be delivering the revised drawings and application to you today. We know that the loss of the 10 days for the holiday closures makes this a crunch for your other agency reviews. It is our hope that they will be able to complete their reviews in time for the January meeting.

If you have any questions, please give me a call or send me a note.

Thanks so much for your time.

--

Pat
Century Construction
2301 W Main St.
Lansing, MI 48917
517-999-8200
FAX 517-999-8201

David Haywood

From: Pat Cross [pat@centuryconstruction.net]
Sent: Monday, January 07, 2013 11:35 AM
To: David Haywood
Subject: Servicemaster Site Review

David,

Per our conversation this morning, we would like to clarify the following on the submitted site plan application/drawings for Servicemaster:

The site plan drawing includes both a "Phase I" and a "Phase II"

"Phase I" is the rebuilding of the original building on the existing footprint of the building destroyed by fire. This is proposed to be rebuilt in 2013.

"Phase II" is the addition of the garage/bay/storage area on the west end of the original building.

"Phase II" is not proposed to be built until after the completion of "Phase I", and is dependent upon business and financing. It is anticipated that if the owner decides he can go forward with the addition, it will be done within 24 months of the completion of the rebuilding of the original building.

If you need this rephrased or in a different format, please let me know. Thanks for your help.

Pat
Century Construction
2301 W Main St.
Lansing, MI 48917
517-999-8200
FAX 517-999-8201

NEED TO PROVIDE FIRST FLUSH VOLUME IN TRENCH & PIPE TO PRE-TREAT FF RUNOFF (ie first 0.5")

$$V_{FF} = (0.5") \left(\frac{1}{12"}\right) \left(\frac{43560 \text{ FT}^2}{A_c}\right) (A)(C)$$

$$V_{FF} = (0.5") \left(\frac{1}{12"}\right) \left(\frac{43560 \text{ FT}^2}{A_c}\right) (0.28 A_c)(0.8)$$

$$V_{FF} = 407 \text{ CFT (NEED TO BE ABLE TO STORE THIS FOR 24 HRS)}$$

(FROM MDOT DRAINAGE MANUAL 2006 - P. B-30 & 31)

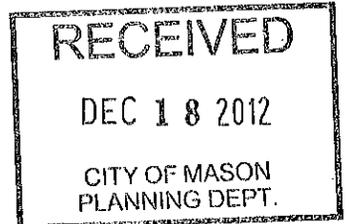
$$S_a = \frac{Vols}{V_r d}$$

where: S_a = Surface Area, sft

V_r = Void ratio (0.4 for stones 1.5" - 3")

d = depth, feet

$$S_a = \frac{407}{(0.4)(3)} = 339 \text{ ft}^2$$



PROPOSED TRENCH HAS $10' \times 67' + 6.5' \times 68' = 670 + 442 = 1112 \text{ SFT} > 339 \text{ SFT}$

∴ BIG ENOUGH

CHECK DETENTION TIME:

$$T_s = \frac{d V_r}{f} \quad \text{where: } d = \text{depth of storage in trench, inch}$$

V_r = void ratio of stone

f = steady infiltration rate, in/hr (loamy sand 0.6"/hr)

$$T_s = \frac{(44") (0.4)}{\frac{0.6"}{\text{HR}}} = 29 \text{ HR} > 24 \text{ HR} \therefore \text{OK}$$

CHECK PIPE SIZE - $Q_{10} = C_{10} A$

$$Q_{10} = (0.8)(2.6 \text{ in})(0.28)$$

$$Q_{10} = 0.58 \text{ cfs/hr}$$

for a slope of 3% - a 6" works well.

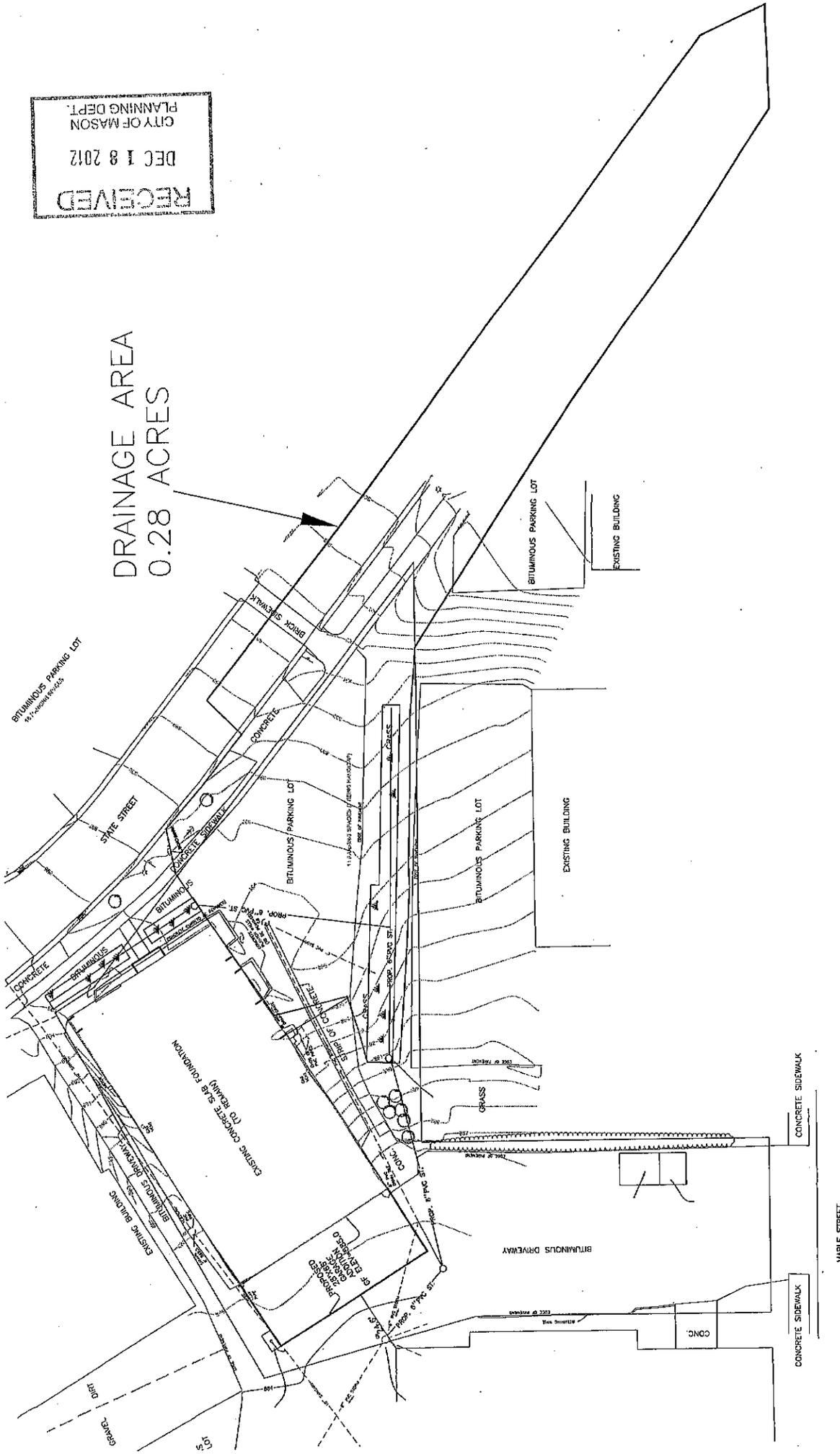
SERVICEMASTER

#33-2686

DEC 12 2012

RECEIVED
DEC 18 2012
CITY OF MASON
PLANNING DEPT.

DRAINAGE AREA
0.28 ACRES



CONCRETE SIDEWALK

MAPLE STREET

BITUMINOUS DRIVEWAY

EXISTING BUILDING

BITUMINOUS PARKING LOT

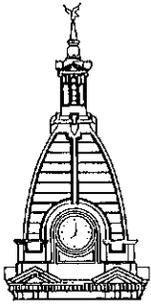
EXISTING BUILDING

BITUMINOUS PARKING LOT

BITUMINOUS PARKING LOT

BITUMINOUS PARKING LOT

DRAINAGE AREA
0.28 ACRES



Mason Police Department

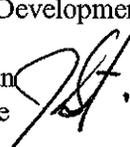
201 W. Ash St.
P.O. Box 370
Mason, MI 48854-0370

JOHN STRESSMAN
Chief of Police

Office: (517) 676-2458
Fax: (517) 244-9024
MASON_PD@ingham.org

MEMORANDUM

To: David Haywood
Planning and Development Director

From: John Stressman
Chief of Police 

Date: January 7, 2013

Ref: 210 State Street - Site Plan Review



I have reviewed the site plan review for 210 State Street and have no comments at this time.

If you have any questions, please contact me.



Wolverine Engineers & Surveyors, Inc.

312 North Street • Mason, Michigan 48854 • 517.676.9200 • Fax 517.676.9396

January 9, 2013

Mr. David Haywood, Zoning & Development Director
City of Mason
201 W. Ash Street
Mason, MI48854



RE: Service Master 240 State Street

Dear Mr. Haywood:

We have received and reviewed the site plan for the Service Master rebuild at 210 State Street.

The plan as presented proposes the re-construction of an approximately 7,920 square foot commercial building situated on the footprint of the previous structure. In addition to the re-construction on the existing foundation, there will be a 1,568 square foot garage addition at the rear of the facility along with new paving at the southeastern corner.

The proposed new bituminous pavement is noted to be graded to slope away from the existing building which should reduce the likelihood of storm water entering the lower level. The new paved parking area is graded toward a proposed bio-retention area which has a positive 6 inch PVC outlet to the on-site storm sewer system.

The site plan notes the installation of a new catch basin at the southwestern corner of the building and replacing CB #1 with a Nyoplast basin with a "snout on the outlet". It is unclear as to what a "snout on the outlet" is and how it is to function in the storm sewer system. The proposed storm sewer is noted as 6 inch PVC which, in our opinion, is small enough to be prone to blockage by debris from the bio-retention basin. It is recommended that the design engineer review the size of the storm sewer.

The previously existing building was served by water and sanitary sewer. As the use and size has not changed, it is presumed that the connections will be adequate for the needs of the new facility. It should be noted that a RV type dump station is proposed at a connection previously capped. This type of connection on private property should be verified with the Superintendent of the Wastewater Treatment Plant but in our opinion poses a significant risk to the sanitary sewer system. Unrestricted and unmonitored access to the sanitary sewer opens the potential for the dumping of hazardous materials into the system.

Mr. Haywood
January 9, 2013
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The site plan notes coil erosion control measures and a soil erosion and sedimentation control permit will be required for the site as issued by the City. It is recommended that the installation of silt fence on the uphill portions of the site, particularly adjacent to State Street be removed as it will be ineffective.

From an engineering perspective, we take no exception to the granting of site plan approval provided the storm sewer size and RV type connection can be reviewed and approved by the appropriate City staff prior to the start of construction.

We received one (1) set of plans for review and have retained said set for our files.

We appreciate the opportunity to assist the City of Mason with this review. Should you have any questions or additional comments, please do not hesitate to call.

Sincerely,

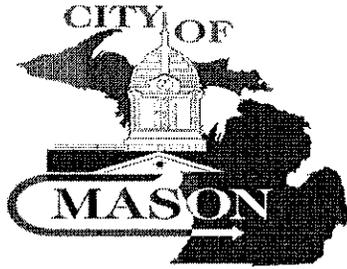
WOLVERINE ENGINEERS & SURVEYORS, INC.



Donald B. Heck, P.E.

DBH:ood

cc: M. Colburn, Administrator – City of Mason
K. Baker – City of Mason
S. Bibler – City of Mason



Memo



To: David Haywood, Zoning and Development Director
From: Kenneth Baker, Superintendent of Public Works
Date: January 11, 2013
Re: Site Plan Review for 210 State Street

Here are my comments about the Site Plan for Service Master rebuild at 210 State St.

Below are some comments on what I see are things to be considered in this rezoning request.

Storm Water

1. They need a storm water maintenance agreement.
2. They need to show where the downspout water will go to from the site.
3. The storm water on the North side of the building how is it being managed to control contaminates from leaving the site?

Potable Water

1. The Utilities in the street in front the site are adequate for future use.
2. But the water service to the building is only a 3/4" service.
3. If further development and an increased water demand are needed an addition tap fee and larger service would be required.

Sewer

1. Also if use changes then the sewer REU chart will need to checked to see if an additional tap fees apply.

David Haywood

From: Sam Bibler
Sent: Friday, January 11, 2013 7:57 AM
To: David Haywood
Subject: Site Plan Review - Service Master - 210 State St, Mason

David:

After reviewing the site plan for Service Master the location of proposed new dump station will be in the same area as the old dump station. It is my understanding this dump station is in the basement of the building and will be used privately by Service Master to discard the (flood waters only) that has been pumped out of basements and into the service trucks. The normal operations of the Wastewater Treatment Plant should not be affected by the basement flood waters that are received from Service Master.

If you have any questions, please contact me.

Sam.

