

PENINSULA TOWNSHIP

13235 Center Road, Traverse City MI 49686

Ph: 231.223.7322 Fax: 231.223.7117

www.peninsulatownship.com

Peninsula Township Planning Commission recommended Findings for TBPH 3-27-2018 meeting on February 26, 2018

1. Findings
2. Site Plan

Prepared:	April 3, 2018	Pages: 6
Meeting:	April 4, 2018	Attachments: <input checked="" type="checkbox"/>
Subject:	SUP #128 Community Library Building	
Parcel No(s)	11-133-004-10	
Owner:	Peninsula Community Library	
Applicant:	Peninsula Community Library	
Agent:	GoslingCzubak -- Robert Verschaeve, P.E.	
Twp. Planner	Gordon L. Hayward	

Purpose of Application:

The application requests approval of a public building (New Peninsula Community Library) as allowed in the A-1 Agricultural District by Section 6.7.3 (5) - Section 8.6.1 (1) subject to the Standards and Requirements of Section 8.1.3.

Background:

On May 29, 1959, by the vote of the people, the Peninsula Community Library became an established township library under the requirements of the State of Michigan. Today, Peninsula Community Library is still an independent township library with its own elected governing board of trustees, operating by contract within and a part of the Traverse Area District Library.

On December 18, 2017 the Library Plan was presented at the Planning Commission meeting. On December 18, 2017 the request for SUP 128 was introduced and following the presentation and discussion it was moved to schedule a public hearing for January 22, 2018. SUP 128 Public Hearing was held on January 22, 2018 and following public comments and Commission discussion, Commissioner Elliot moved to direct staff to prepare findings in support of an anticipated decision for approval on the Peninsula Community Library. Second by Commissioner Wunsch and approved unanimously. Findings were approved at a Public meeting on February 26, 2018 and the Planning Commission recommended SUP 128 for approval by the Township Board.

1. **Section 8.1.3 (1) General Standards**

The Commission shall review each application for the purpose of determining that each proposed use meets the following standards, and in addition, shall find adequate evidence that each use on the proposed location will:

- a. *Be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such a use will not change the essential character of the area in which it is proposed.*

The Commission finds - The vicinity of the propose library is a generally rural area. The underlying zoning district is the A-1 Agricultural district.

The proposed library use will continue to provide a valuable public service to the Peninsula Township community. Neighboring uses within the immediate vicinity include a church, school, single family residences, farms and wineries. The library is a complimentary use to many of these existing uses and any future uses that may be allowed under the current zoning.

The architecture of the proposed library building is designed to look like a rural farmhouse, which fits in and is harmonious with the area. The site is designed to fit into the natural topography. Grading is designed with gentle, low slopes. Required landscaping around the parking area and general site will provide aesthetically pleasing buffering. (Exhibit – Sheet #3 Landscape Plan)

- b. *Not be hazardous or disturbing to existing or future uses in the same general vicinity and will be a substantial improvement to property in the immediate vicinity and to the community as a whole.*

The Commission Finds – The proposed library use will continue to provide a valuable public service to the Peninsula Township community. Hazardous or disturbing activities are not part of the library use. Neighboring uses within the immediate vicinity include a church, school, single family residences, farms and wineries. The library is a complimentary use to many of these existing uses and any future uses that may be allowed under the current zoning. Peninsula Community Library is still an independent township library with its own elected governing board of trustees, operating by contract within and a part of, the Traverse Area District Library and has guidelines for its use.

- c. *Be served adequately by essential facilities and services, such as highways, streets, police, fire protection, drainage structures, refuse disposal, water and sewage facilities, or schools.*

The Commission Finds – The site of the proposed library is located at the corner of Island View Road and Center Road. Access is proposed from Island View Road. Grand Traverse County Sheriff's Department is the local police agency and Peninsula Township provides fire protection. Plans have been provided to both for review. The sheriff's department has no objection to the site. (Exhibit – Letter dated October 26, 2017 from Grand Traverse County Sheriff's Office). Fire Chief Gilstorff stated that the only concern pertains to the vertical clearance of 13 feet 6 inches for fire apparatus to pass under the power lines. (Exhibit - Letter dated 2/19/2018 from Fire Chief Fred Gilstorff and Sheet #2 Site Plan).

Storm water drainage is provided on-site with a large retention area fit into the lowest area of the site. Water and sewer will be provided by a well and on-site septic system. A site survey for on-site septage disposal was completed with the Grand Traverse County Health Department (Exhibit - email dated November 11, 2017, Grand Traverse County Health Department), and suitable areas identified on-site. Refuse generated at the site will be light and similar in nature to residential uses. Small refuse and recycling totes from a local waste service are the intended mode of removing refuse from the site.

- d. *Not create excessive additional requirements at public cost for public facilities and services.*

The Commission Finds - All the structures and facilities required for this proposed use will be funded by the Peninsula Community Library without additional cost to Peninsula Township.

- e. *Not involve use, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any persons, property, or the general welfare by fumes, glare or odors.*

The Commission Finds - The proposed library use does not include any uses, activities processes, materials, equipment or conditions of operation that generate fumes, glare or odors. The site will be landscaped and buffered with additional trees to make sure car lights are not a problem to neighbors; the parking lot lighting meets the Peninsula Townships Dark Night Sky standards under Section 7.14 Exterior Lighting Regulations.

2. Section 8.1.3 (3) Specific Requirements - In reviewing an impact assessment and site plan, the Planning Commission and the Township Board shall consider the following standards:

- a. *That the applicant may legally apply for site plan review.*

The Commission Finds – Peninsula Community Library is an independent township library with its own elected governing board of trustees, operating by contract within and a part of the Traverse Area District Library. The Peninsula Community Library owns the parcel intended for the proposed library.

- b. *That all required information has been provided.*

Application for all required information has been applied for or assured. The Commission Finds – A site plan and preliminary plans for the proposed building have been provided as outlined in the “Application Requirements”. Additional information has been provided including correspondence from the Grand Traverse County Sheriff’s Office, Grand Traverse County Health Department, sign design, site lighting specifications, and environment site assessment information. Other reviews including Soil Erosion and Sedimentation Control permit and Storm Water permit will be provided.

- c. *That the proposed development conforms to all regulations of the zoning district in which it is located.*

The Commission Finds – The proposed building and site conforms to all regulations including minimum lot size, structure height, setbacks, and lot coverage for the A-1 Agriculture zoning district.

- d. *That the plan meets the requirements of Peninsula Township for fire and police protection, water supply, sewage disposal or treatment, storm drainage and other public facilities and services.*

The Commission Finds – The site can be adequately served by police and fire protection. Water will be provided by a well. Sewage disposal will be provided by an onsite septic system. Storm drainage is provided by an on-site retention basin. A letter dated 2/19/2018 provided from the Fire Department that International Fire Code requirements are met except for the power line height.

- e. *That the plan meets the standards of other governmental agencies where applicable, and that the approval of these agencies has been obtained or is assured.*

The Commission Finds – Construction plans will be provided to the following applicable agencies for permits. The Grand Traverse County Health Department has reviewed the site for suitability of septage disposal and found suitable areas. Permits from applicable agencies will be received by the Planning Department prior to issuing the SUP.

- f. *Those natural resources will be preserved to a maximum feasible extent, and that areas to be left undisturbed during construction shall be so located on the site plan and at the site per se.*

The Commission Finds –The existing site is open and gently sloping from the southwest to northeast. Small street trees are located along the road frontage. The developed areas are nestled in the natural sloping terrain and areas outside the limits shown on the plan are intended to be unchanged. The street trees will also be preserved and more trees are to be planted on-site around parking lot and building. (Exhibit – Sheet #3 Landscape Plan)

- g. *That the proposed development property respects flood ways and flood plains on or in the vicinity of the subject property.*

The Commission Finds - The proposed library site is not located within any floodway or floodplain.

- h. *That the soil conditions are suitable for excavation and site preparation, and that organic, wet or other soils which are not suitable for development will either be undisturbed or modified in an acceptable manner.*

The Commission Finds – The existing site is open and gently sloping. The existing soils on site are identified as Emmet sandy loam and Richter loam according to the USDA Soil Survey. These soils are suitable for construction activities. Wetlands or other wet soils are not present on this site. Additionally, soil borings have been completed by Gosling Czubak Engineering Sciences and primarily identified sands. (Exhibit – Sheet #1 Soil Boring Locations Map)

- i. *That the proposed development will not cause soil erosion or sedimentation problems.*

The Commission Finds – The existing site is open and gently sloping. The proposed construction limits are the minimum required to build the project. A permit is required from Grand Traverse County Soil Erosion and Sedimentation Control and will be obtained prior to construction.

- j. *That the drainage plan for the proposed development is adequate to handle anticipated storm-water runoff, and will not cause undue runoff onto neighboring property or overloading of water courses in the area.*

The Commission Finds – The storm water runoff generated from this project (mostly from the parking lot and structure) is proposed to be entirely contained on-site for two, 100 year back-to-back storms. A storm water permit will be obtained prior to earth change.

- k. *That grading or filling will not destroy the character of the property or the surrounding area, and will not adversely affect the adjacent or neighboring properties.*

The Commission Finds – The site grading is designed to fit the building and site elements into the existing topography. (Exhibit – Sheet #3 Landscape Plan). New and reshaped slopes are intended to be gradual and reasonable efforts have been made to preserve site topography. For example, the retention pond is shown to have a 1:12 slope on the landscape plan. Neighboring properties will be unaffected by the site grading of this project. A limited Phase II Environmental Site Assessment dated October 12, 2017 by Gosling Czubak Engineering Sciences, Inc. recommended that “additional investigation is not recommended at this time”. Applicant conducted three soil borings in close proximity to structures and well and one boring in the vicinity of the parking lot. Results showed lead and arsenic contamination levels below the threshold for Part 201 general residential clean-up criteria (MDEQ).

- l. *That structures, landscaping, landfills or other land uses will not disrupt air drainage systems necessary for agricultural uses.*

The Commission Finds – The proposed library will not disrupt any air drainage systems necessary for agricultural uses.

- m. That phases of development are in a logical sequence, so that any one phase will not depend upon a subsequent phase for adequate access, public utility service, drainage or erosion control.*

The Commission Finds – The development of this site will primarily occur in one phase. Subsequent items noted on the plan for future are minor items not necessitating additional access, utilities such as public streets, drainage systems and water sewage facilities.

- n. That the plan provides for the proper expansion of existing facilities such as public streets, drainage systems and water sewage facilities.*

The Commission Finds – No public utilities requiring expansion now or in the future are necessary.

- o. That landscaping, fences or walls may be required by the Commission in pursuance of the objectives of this Ordinance.*

The Commission Finds – Required landscaping is provided on the site. (Exhibit – Sheet #3 Landscape Plan). It is acknowledged that other elements may be added by the applicant.

- p. That parking layout will not adversely affect the flow of traffic within the site, or to and from the adjacent streets.*

The Commission Finds – The parking provided is appropriate in amount, flow on site, and access from the streets to serve the proposed library.

- q. That vehicular and pedestrian traffic within the site, and in relation to streets and sidewalks serving the site, shall be safe and convenient.*

The Commission Finds – The traffic circulation on site and access from the streets to serve the proposed library is appropriate. Sidewalks are provided to direct users in a safe and convenient manner from the parking area to the building. ADA parking and access to the library is well located, convenient and includes a covered entrance to the library. It is anticipated that pedestrian footpaths within the site will not require additional permitting.

- r. That outdoor storage of garbage and refuse is contained, screened from view and located so as not to be a nuisance to the subject property or neighboring properties.*

The Commission Finds – Refuse generated at the site will be light and similar in nature to residential uses. Small refuse and recycling totes from a local waste service are the intended mode of removing refuse from the site. Totes will be stored in a manner that keeps them out of view and not a nuisance to neighboring properties.

- s. That the proposed site is in accord with the spirit and purpose of this ordinance and not inconsistent with, or contrary to, the objectives sought to be accomplished by this Ordinance and the principles of sound planning.*

The Commission Finds – The project meets the spirit, purpose and principles of this Ordinance and the Township Master Plan and recommends approval by the Township Board subject to the following conditions:

1. Electrical Line height restrictions, providing full access by the Fire Department.
2. Night lighting requirements for external lights per Section 7.14 Exterior Lighting Regulations of the Peninsula Township Zoning Ordinance.
3. Additional tree and shrub planning around the parking lot and structure.

EXHIBITS

1. Peninsula Township Zoning Ordinance (not included)
2. Peninsula Township Master Plan (not included)
3. Gosling Czubak Site Plan Dated 11-14-17.
4. Limited Phase II Environmental Site Assessment dated October 12, 2017
5. Fire Chief letter dated February 19, 2018.
6. Planning Commission Minutes of 2/26/2018.
7. Sheet #3 Landscape Plan – Gosling Czubak
8. Sheet #1 Soil Boring Location Map – Gosling Czubak 5-04-2017
9. Section 7.14 Exterior Lighting Regulations (Added by Amendment 175A)
Peninsula Township Ordinance
10. Email dated: 11-17-2017 Grand Traverse County Health Department
11. Sheet #2 Site Plan – Gosling Czubak
12. Letter dated: 10-26-2017 Grand Traverse County Sheriff's Office

PENINSULA COMMUNITY LIBRARY SUP #128 - REQUIREMENTS / STATUS

ITEMS REQUIRED TO BE SUBMITTED FOR STAFF / PC CONSIDERATION				
	Responsible (Contact) Person	Status	Date	Notes
Application	G. Hayward	Received	11/13/17	
Fee	G. Hayward	\$750.00	11/13/17	Check 1287
Escrow Fee Deposit	G. Hayward	Received	11/13/17	Check 1288 \$1,000.00
Site Plans	G. Hayward	Received	11/14/17	
Complies with Zoning Ordinance	G. Hayward	Approved	2/26/2018	PC Approved
Landscape Plan	G. Hayward	Approved	2/26/2018	PC Approved
Visual illustration provided including elevations of buildings / exteriors	G. Hayward	Approved	2/26/2018	PC Approved
Exterior Lighting Plan	G. Hayward	Approved	2/26/2018	PC Approved
Outdoor Garbage / Refuse Containment	G. Hayward	Approved	2/26/2018	PC Approved
Soil Information / Borings		Approved	2/26/2018	Completed by Gosling / PC Approved
Environmental Assessment		Approved	2/26/2018	Completed by Gosling / PC Approved
Signage				
Preliminary Site Plan Review / Approval				
County Health Department (well & septic)	J. Hodges	Approved	11/17/2017	Email Provided
County Health Department (SESC)	J. Hodges	Approved	3/30/2018	Letter provided with conditions
Twp Engineer (Stormwater)	J. Hodges	Approved	3/30/2018	Letter provided with conditions
Fire Department		Approved	2/19/2018	Letter provided with conditions
County Road Commission (driveway)				
Sheriff Department		Approved	10/26/17	Letter
ITEMS REQUIRED TO BE SUBMITTED PER PC / BOARD APPROVAL TO OBTAIN LAND USE PERMIT				
Clearing / Earth Change Approval				
Soil Erosion Control / NPDES NOC Permit (Permit on file with Twp)				
Installation of SESC Measures				

ITEMS REQUIRED TO BE SUBMITTED FOR STAFF / PC CONSIDERATION				
	Responsible (Contact) Person	Status	Date	Notes
Stormwater Control Review / Approval (Twp Engineer)				
Storm Water Control Permit Issued by ZA				
Storm Water Bond / Escrow Provided				
Final Site Plan Submission				
Planning Dept Review / Approval				
PERMITS				
Health Department Permits Received and on file with Twp (Well & Septic)				
GTCRC Driveway Permit Received and on file with Twp		Issued	12/20/2017	Refer to Permit Conditions (#11264)
DEQ Notice of Coverage Permit Received and on file with Twp				
Fire Dept Approval – Power lines to meet International fire code				
ESCROW AND/OR BOND				
Storm water				
INSPECTION				
SESC / SW (Approved by Township and reports provided)				
PROJECT CLOSEOUT				
Post Construction Compliance review by ZA				
Post Construction Compliance per Fire Dept				
Overhead Clearance met – 13'6"				
Easements Recorded and on file with Twp (as applicable)				

***Please note this document is provided for informational purposes and subject to change for compliance with the Zoning Ordinances.**

Double Sided Roadside Sign

(.75" pvc backer iwth .25" pvc dimensional text/border; 4" posts with white post covers & decorative caps; goos neck lights attached to top of sign for external lighting)



SIGN SHOWN FOR LIGHTING CONCEPT, NOT SIGN APPROVAL.



Project:
Roadside Sign

Client:
**Peninsula Community
Library**

Sales Person:
Jenna D.

Designer:
SM

Date:
9/25/17

Revision # and Revision Date (if needed):
(2) 10/20/17

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