

GENERAL SITE DESIGN CRITERIA (Article VIII, Section 25-205)

1. General Zoning Ordinance Compliance: (§§ 25-132 & 25-133)
- a. Zoning classification of development site: _____
- i. Is proposed use allowed in Zoning District? [] Permitted
[] **Conditional (Must be approved by BOA)**
[] **Pre-existing, nonconforming (BOA variance may be required)**
[] **Not specified (ZA Interpretation may be required under § 25-22 [d])**
[] **Prohibited (Rezoning will be necessary)**
- ii. Applicable overlay zone? _____ [] N/A
- iii. Special Principal Use Provisions apply?... **(Section 25-206)**
1. [] Multi-Family or Single Family Attached housing (*Go to Section 25-137*)
 2. [] Automobile Sales & Service Establishments (*Go to Section 25-206 [a]*)
 3. [] Auto Repair Stations & Garages (*Go to Section 25-206 [b]*)
 4. [] Auto Service Stations (*Go to Section 25-206 [c]*)
 5. [] Bed & Breakfast (*Go to Section 25-206 [d]*)
 6. [] Clubs, Lodges, or Social Buildings (*Go to Section 25-206 [e]*)
 7. [] Commercial Swimming Pools (*Go to Section 25-206 [f]*)
 8. [] Communications Towers (*Go to Section 25-206 [g]*)
 9. [] Drive-In Service Places (*Go to Section 25-206 [h]*)
 10. [] Hospitals or Nursing Homes (*Go to Section 25-206 [i]*)
 11. [] Motels, Hotels, or Motor Inns (*Go to Section 25-206 [j]*)
 12. [] Off-Street Parking Lots or Structures (*Go to Section 25-206 [k]*)
 13. [] Places of Worship (*Go to Section 25-206 [l]*)
 14. [] Planned Industrial, Office, or Research Parks (*Go to Section 25-206 [m]*)
 15. [] Planned Shopping Centers (*Go to Section 25-206 [n]*)
 16. [] Retail/Accessory Light Manufacturing (*Go to Section 25-206 [o]*)
 17. [] Schools and Similar Educational Institutions (*Go to Section 25-206 [p]*)
- iv. Are accessory structures proposed? (*Section 6.04.01*) [] **Yes** [] No (Skip to #1b)
1. Are proposed accessory structures on same lot as principal use? [] Yes [] **No**
 2. Are all accessory structures 5+ feet from nearest principal bldg. wall? [] Yes [] **No**
 3. Are any accessory structures located within a front yard setback? [] **Yes** [] No
 4. Do any accessory structures exceed 20 feet in height? [] **Yes** [] No
 5. Do any accessory structures exceed 50% of the max. bldg. height? [] **Yes** [] No
 6. Will the lot coverage of all accessory bldgs. exceed 30% of the yard? [] **Yes** [] No
- v. Special accessory use/structure provisions apply? (*Section 25-134*)
1. [] Residential antennas (**Section 25-134 [b] requirements must be satisfied**)
 2. [] Domestic Farm Animal structures (**Section 25-134 [c] – requirements must be satisfied**)
 3. [] Automatic Teller Machines (**Section 25-134 [e] – requirements must be satisfied**)
 4. [] Public Art (**Section 25-134 [f] – requirements must be satisfied**)
 5. [] Small Wind Energy Systems (**Section 25-134 [g] – requirements must be satisfied**)

- b. Lot size and development density requirements: (Section 25-133)
- i. Minimum *base* lot size for zoning district: _____
 - ii. Minimum lot area per dwelling unit for zoning district (*res. uses only*): _____
 - iii. Maximum number of units permitted on site (*multi-family res. only*): _____
 - iv. Does project site comply with applicable lot size requirements? [] Yes [] No
- c. Minimum lot width for zoning district: _____ Does plan comply? [] Yes [] No
- d. Minimum building setback requirements for zoning district...
- i. Front yard: _____ Does plan comply? [] Yes [] No
 - ii. Side yard: _____ Does plan comply? [] Yes [] No
 - iii. Rear yard: _____ Does plan comply? [] Yes [] No
 - iv. Corner lot (secondary street setback 15+ feet) Does plan comply? [] Yes [] No
 - v. Front/rear setbacks shall be reduced to correspond to buildings within 100 feet (§ 25-133 [d] [4])
- e. Maximum bldg. height requirement for zone: _____ Does plan comply? [] Yes [] No
- f. Max. bldg. coverage for zone: _____% X Lot size: _____ = _____ Maximum total bldg. coverage
Does plan comply? [] Yes [] No
- g. Will project generate smoke dust, fumes, or other gases? (§25-138 [b]) [] Yes [] No
- i. Is an Air Quality Control Permit from MDE required? [] Yes [] No
 - ii. Has an Air Quality Control Permit been issued by MDE? [] Yes [] No
- h. Will project generate an industrial wastewater discharge? (*not specified in Zoning*) [] Yes [] No
- i. Is an NPDES Permit from MDE required? [] Yes [] No
 - ii. Has an NPDES Permit been issued by MDE? [] Yes [] No
- i. Will project generate heat or glare? (§25-138 [c]) [] Yes [] No
- i. Might heat or glare affect areas beyond property boundaries [] Yes [] No
 - ii. Will such activities be confined within an enclosed building? (*Required*) [] Yes [] No
- j. Will the use generate vibrations on adjoining properties? (§25-138 [d]) [] Yes [] No
- i. Such vibrations shall not be detectable beyond the subject property lines
- k. Will project involve outdoor lighting? (§25-138 [e]) [] Yes [] No
- i. Will exposed lights be shielded/directed on site to avoid glare? (*Required*) [] Yes [] No
 - ii. Will exterior lights be located in the B-L, B-H, B-CBD, B-C or I-G Zones? [] Yes [] No
 1. If *yes*, glare on *prohibited* residential uses shall be limited to 1.0 foot-candles.
 2. Glare on all other residential uses shall be limited to 0.4 foot-candles within the first three feet of the property line.
 - iii. Will lights that shine on a public street exceed 1 candle foot at street C/L? [] Yes [] No
- l. Will the use generate noise that could be disruptive on an adjoining lot? (§25-138 [ff]) [] Yes [] No
- i. Noise limits in Section 25-138 (f) (2), (3), & (4) shall be satisfied.
- m. Will proposed power facilities conform to the highest safety standards? (§25-138 [g]) [] Yes [] No
- i. Will power generation facilities be architecturally integrated into bldg.? [] Yes [] No
 - ii. Will the power generation facility extend into a required yard? [] Yes [] No
 - iii. Is the power generation facility screened from streets and abutting lots? [] Yes [] No
- n. Material storage and waste disposal requirements: (§25-138 [h])
- i. Are all highly flammable or explosive bulk liquids, solids, & gases (except fuels connected directly to a power or heating device or appliance) stored in underground facilities? [] Yes [] No
 - ii. Are all outdoor storage facilities for fuel, raw materials, and products enclosed by an approved safety/security fence? [] Yes [] No

- iii. Are all outdoor storage facilities located and secured on the site in a way that will prevent them from being transported off the lot by natural forces (floods, wind, etc.)? Yes No
- iv. Will all materials stored outdoors that might cause air emissions or a fire hazard be enclosed in containers that will prevent those hazards? Yes No
2. Are the proposed uses generally compatible with neighboring uses? (*Section 25-205 [b] [1]*)
- a. Is the proposed project consistent with the Comp. Plan Future Land Use map? Yes No
- b. Are the proposed uses of a similar nature or use category with adjoining uses? Yes No
- c. Do the proposed uses commonly occur in similar settings in the City? Yes No
- d. Do different adjoining zones allow or conditionally-allow similar uses? Yes No
- e. If proposed site contains a nonconforming structure or use, will the proposed use eliminate or reduce the degree of nonconformity? Yes No (**BOA variance may be required**)
- f. Does the project or parking lot (8+ spaces) abut existing residential lots or lots zoned R-E, R-O, R-S, or R-U? Yes (**Buffer Strip required under Article XIII**) No (Skip to #3)
- i. Is an 8-foot wide buffer strip shown on along all applicable lot boundaries? Yes No
1. Minimum buffer strip improvement requirements:
- a. Is a solid/continuous landscape screen shown? Yes No
- b. Are proposed trees/shrubs at least 3.5 feet high? Yes No
- c. Will proposed species grow to at least 6 feet tall w/in 3 growing seasons? Yes No
- d. Where buffer strip location is at a lower elevation than the areas to be screened, will the proposed plantings be tall enough to provide the additional height needed to overcome the difference in elevation? Yes No
- e. If buffer plantings are not practical, is a 6+ foot high fence provided? Yes No
2. **NOTE:** *Within B-C & I-G Zones, PC and BOA may require additional screening*
3. Is the project designed to be served by adequate... (*Section 25-205 [b] [4]*)
- a. Public Water? Yes No N/A
- i. Has the City Engineer determined that a water study is needed? Yes No
- ii. Are improvement needs from study reflected in the Site Plan? Yes No
- b. Public Sewer? Yes No N/A
- i. Has the City Engineer determined that a water study is needed? Yes No
- ii. Are improvement needs from study reflected in the Site Plan? Yes No
- c. Streetlights (including placement and specifications)? Yes No N/A
- d. Stormwater management facilities? Yes No N/A
- i. Will the development disturb more than 5,000 square feet? Yes No (Skip to #3-e)
- ii. Was a stormwater management plan prepared for the site? Yes No
- e. Emergency services? Yes No N/A
- f. Refuse disposal and collection? Yes No N/A
- g. School Transportation (*Not specifically required*) Yes No N/A

4. Does the site provide for adequate parking & safe traffic/pedestrian access & circulation? (See *Article 12*)
- a. Has ZA (in consultation with City Engineer) determined that a traffic study is warranted for the project?
 Yes No (Skip to #4-b)
- i. Has required traffic study been submitted? Yes **No**
- ii. Are any recommended improvements incorporated into the plan? Yes **No**
- b. Is project a renovation or expansion of an existing nonconforming structure? **Yes**
 No – Skip to #4-c below
- i. Will bldg. floor area be expanded by 25%+? **Yes** No - Skip to #4-c-iii below
- ii. If yes, off-street parking requirements in #4-c shall be satisfied for entire building.
- iii. If no, off-street parking requirements in #4-c shall be applied only to building addition.
- c. Compliance with parking/loading requirements (*Article 12*)
- i. Is the site located within a Gateway Zone? **Yes (\$ 25-143 standards apply)** No
1. Is not more than 1/3 of all required parking located in front of the principal building? (*\$25-12 [c] [1]*)
 Yes **No**
- ii. Is the site located within a Rehab & Redev. Zone? **Yes (\$ 25-144 standards apply)** No
- iii. If no to i & ii above, Article 12 standards must be satisfied as determined below...
1. Applicable parking space requirements for proposed uses:
- a. Is applicant seeking a reduction in minimum parking requirements? No
 Yes (BOA Conditional Use approval required under \$ 25-337 [b] [2])
- b. Off-street parking for proposed uses (*Section 25-337 [e]*): _____
- Does plan comply? Yes **No**
- i. Minimum space size requirements: (*Section 25-337 [c]*)
1. Parallel spaces (7 feet X 22 feet)? Yes **No**
2. Standard size perpendicular space (8.5' X 18') Yes **No**
3. Standard size diagonal space (*\$25-337 [c] [6]*) Yes **No**
4. Compact car spaces (*\$25-337 [c] [6]*) Yes **No**
- a. More than 20% compact spaces? **Yes** No
- b. Are compact spaces designated? Yes **No**
5. Will a column or obstruct. interfere w/car doors? **Yes** No
- a. Is space width increased by 1 foot? Yes **No**
- b. Is space size measured from obstruction face? Yes **No**
- ii. Are parking aisles 20 feet+ wide for 2-way traffic? Yes **No**
- iii. Do 1-way traffic aisles comply with *\$25-337 (c) (10)*? Yes **No**
- iv. Are entrance and exit drives: (*Section 25-337 [c] [8]*)
1. Between 10 & 15 feet wide at curb line (1-way) Yes **No**
2. Between 20 & 25 feet wide at curb line (2-way) Yes **No**
- v. For lots >3 spaces, will cars have to back into street? **Yes** No
- c. Handicapped parking requirements (*25-339*): _____
- Does plan comply? Yes **No**

- d. Loading area requirements (*Section 25-337 [d]*): _____
- Does plan comply? Yes No
- i. Is more or less loading area needed for use? (up to ZA) Yes No
- ii. Are loading spaces 12' X 55' with 14' of clearance? Yes No
- iii. Will use of spaces interfere with parking or traffic? Yes No
- iv. Are loading areas w/in 50' of a residential zone? Yes No
1. Within completely enclosed building? Yes No
2. Enclosed on all sides by wall or 6+ foot high painted wood fence? Yes No
- e. Will a dustless, durable, all-weather paved surface be provided for all parking areas and associated and associated driveways? (*§25-337 [a] [1]*) Yes No
- f. Are proposed off-street parking areas adequately lighted and shielded to minimize glare on adjoining properties? Complies with Section 25-138 (e) standards
 Does not comply with Section 25-138 (e) standards or lighting data incomplete
- g. Is prop. nonresidential use parking provided in residential zone? (*Section 25-337 [a] [6]*)
 Yes No – Skip this subsection
- i. Is proposed parking area within 600 feet walking distance from proposed bldg.? Yes No
- ii. Is proposed parking adequately screened from adjoining residential properties? Yes No
- h. Does parking lot have a low wall, curb, or bumper guard along all sides of lot that adjoin a lot line? (*Section 25-337 [a] [9]*) Yes No
- i. Will parking facility contain more than 50 new spaces? Yes No
- i. Are bicycle parking requirements (*§25-340*) met? Yes No
- ii. Are motorcycle parking requirements (*§25-340*) met? Yes No
- j. Is a joint use parking lot proposed? (*§25-338*) Yes No – Skip this subsection
- i. Are any spaces designated to serve more than 1 use? Yes No
1. Are §§25-338 (b) & (d) shared space requirements met? Yes No
2. Are shared spaces in a satellite lot? No
 Yes – Off-site parking modification (*§25-341*) shall be satisfied
- ii. Is joint use facility w/in 600' walking distance from use? Yes No
- iii. Is joint use parking agreement needed? (*§25-338 [g]*) Yes No

d. Intersection traffic visibility:

(*Section 25-135*)

Project shall provide a clear sight triangle at all intersections, with no visual obstructions between 30 inches and 10 feet above the curb level, in compliance with the following triangle dimensions...

- i. Intersection of 2 street ROWs – 15 feet from point of intersection? Yes No
- ii. Intersection of street & alley – 10 feet from point of intersection? Yes No
- iii. Intersection of street & driveway – 8 feet from point of intersection? Yes No
- e. Is site served by adjoining sidewalks? (*generally needed under §25-205 [b] [2]*) Yes No
- i. Are sidewalk improvements needed to serve site? Yes No
- ii. Does plan include sidewalks/crosswalks to promote safe pedestrian traffic? Yes No

5. Open space & Sensitive Natural Area Protection: (§§ 25-138 [a], 25-141, 25-205 [b] [3] & [f])
- a. Is project subject to open space requirements (subdivision)? **Yes** No
 - i. Is required open space shown on Site or Subdivision plan? Yes **No**
 - b. Will project preserve natural drainage areas (streams) and sensitive natural features through minimal grading and preservation of forest areas? (*Section 25-138 [a] [2]*) Yes **No**
 - c. Do Threatened/Endangered species potentially exist on the site? (*§25-141 [b] - [c]*) **Yes** No
 - i. Has habitat assessment been performed & coordinated with DNR? Yes **No**
 - ii. Is a Habitat Protection Plan necessary? **Yes** No
 - iii. Does plan properly avoid/minimize impacts to protected species habitats? Yes **No**
 - d. Does the site contain a wetland (National Wetland Inventory)? **Yes** No
 - i. Wetlands to be investigated by Soil Conservation District
 - ii. Is wetland disturbance subject to MDE Non-tidal Wetland Permit? **Yes** No
6. Does development impact slopes or more than 25%? (*Section 25-205 [d]*) **Yes** No
- a. Developments impacting steep slopes must comply with Section 25-139
 - b. Are Section 25-139 requirements satisfied? Yes **No**
7. Does development impact a 100-year floodplain? (*Section 25-205 [e]*) **Yes** No
- a. Developments impacting floodplains/floodways must comply with Section 25-140 & Chapter 8, Article II
 - b. Are Section 25-140 & Chapter 8, Article II requirements satisfied? Yes **No**
8. Is the site located within a Gateway Zone? (*Section 25-205 [g]*)
 Yes (Section 25-143 standards apply) No
9. Is the site located within a Viewshed Protection Overlay District? (*Section 25-205 [h]*)
 Yes (Section 25-145 standards apply) No
10. Sign Requirements (*See Article XIV*) – Special standards apply for each Zoning District & Sign Type
 Special Planned Development Floating Zone sign standards can be found in 25-146 (d) (4)