



CITY OF DEWITT

DEWITT CITY HALL · 414 EAST MAIN STREET · DEWITT, MICHIGAN 48820

**CITY OF DEWITT
PLANNING COMMISSION
DeWitt City Hall 414 East Main Street
Thursday, January 25, 2024
7:00 PM
*AGENDA***

CALL TO ORDER - REGULAR MEETING

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF MINUTES: August 24, 2023 Minutes

PUBLIC COMMENTS

OLD BUSINESS: None

NEW BUSINESS:

**1. Discussion on Parking Requirements/Mixed-Use Buildings –
Central Business District**

Recommended Action: Discussion on the current zoning ordinances as they relate to parking requirements and mixed-use buildings in the Central Business District.

General Information – Beckett & Raeder December Newsletter

ADJOURNMENT

Official minutes of meetings are available for public inspection at the Clerk's Office, 414 East Main Street, DeWitt, MI (517) 669-2441. The City of DeWitt will provide to individuals with disabilities, reasonable auxiliary aids and services which are needed to fully participate in any meeting providing a 72-hour notice is received by phone or in writing.

Contact the City Clerk at the above address or phone # to request the necessary assistance. **Posted:**
01/19/2024

CALL TO ORDER:

Chairman Ware called the meeting to order at 7:00p.m. and Commissioner Lee led the pledge of allegiance.

ROLL CALL

Members Present: Ware, Haas, Patterson, Clement, Lee

Members Excused: Cook, VanDyke

STAFF:

City Administrator Daniel Coss, Administrative Specialist Sarah Stoltzfus and Planner Liz Gunden of Beckett & Raeder.

AUDIENCE:

APPROVE AGENDA:

Motion by Commissioner Patterson, seconded by Commissioner Haas and carried by unanimous vote of the Planning Commission that **the Planning Commission's agenda for August 24, 2023, be approved as presented. MOTION CARRIED.**

APPROVAL OF MINUTES:

Motion by Commissioner Patterson, seconded by Commissioner Lee and carried by unanimous vote of the Planning Commission that **the minutes of the June 22, 2023, Regular Planning Commission Meeting be approved as presented. MOTION CARRIED.**

PUBLIC HEARING: Master Plan Presentation

Open: 7:01pm

Close: 7:19pm

PUBLIC COMMENTS:

None

NEW BUSINESS:

1. Approval of the 2023 City of DeWitt Master Plan

Planning Commission has final approval of the City of DeWitt Master Plan.

Motion by Commissioner Patterson, seconded by Commissioner Lee and carried by unanimous vote of the Planning Commission **to approve the City of DeWitt 2023 Master Plan as presented on August 24, 2023.**

PLANNING COMMISSION MEMBER COMMENTS:

Administrator Coss reported on downtown updates. The Ox Roast had a great turnout. Construction is moving right along with the Lofts at 110 S. Bridge.

ADJOURNMENT:

Motion by Commissioner Lee, seconded by Commissioner Haas and carried by unanimous vote of the Planning Commission that **this meeting be adjourned at 7:28 pm.**

Respectfully submitted,

Sarah Stoltzfus,
Recording Secretary

**Staff Report
Planning Commission**

Agenda Item: NB #1
Meeting Date: January 25, 2024

TO: Planning Commission Members

FROM: Dan Coss, City Administrator

DATE: January 19, 2024

RE: Parking Requirements - Central Business District
Mixed Use Building Special Land Use – Central Business District

FACTS: During the update of the Comprehensive Master Plan a couple of items specific to the downtown planning district were discussed:

- Parking space requirements for commercial uses in the Central Business District (CB) and whether the requirements in the zoning ordinance are applicable to the type of development that is desired in the downtown district
- Mixed-use buildings (commercial-residential) having to go through the Special Land Use process in the Central Business Zoned District

Exhibits showing the parking requirements for the CB district will be presented at the Planning Commission meeting, as well as a look at the process for a Special Land Use permit for a mixed-use building.

The Zoning Ordinance regulating parking requirements for all uses is attached for your review.

RECOMMENDED ACTION: Discussion

Sec. 78-375. Schedule of parking requirements.

- a. Table XIV-01 Parking Space Numerical Requirements contains the parking requirements for individual uses and activities within the city:

**Table XIV-01
Parking Space Numerical Requirements**

Use	Number of Parking Spaces Required
Residential/Institutional/Recreational	
Single-Family, Duplex, Multiple-Family Residential Dwellings	2 for each dwelling unit
Any use in the MF-N District	1 per detached dwelling unit, 1 per employee during peak shift (if applicable), and 1 per 2 beds.
Manufactured Home Parks	In accordance with the provisions of article V Manufactured Home Park District
Lodging House & Boardinghouse, Fraternity, or Similar Use, Including Bed & Breakfasts	1 for each bedroom
Housing for the Elderly	1 for every 2 dwelling units, plus 1 space for each 5 dwelling units. However, should units revert to general occupancy, then 2, spaces per unit shall be provided, 1 of which shall be within a covered parking structure
Community Building, Clubhouse, Meeting Facility, or any Similar Type of Use	1 space for each 100 square feet of gross building area or 1 space for each 3 persons permitted to occupy the building by law whichever is greater
Churches, Temples, & Other Places of Worship or Public Assembly	1 for each 4 seats or 6 lineal feet of pews in the main room of activity
Hospitals	2 for each patient bed
Nursing Home	1 for each 2 beds
Commercial Day Care Centers	2 spaces, plus 1 for every 8 children licensed capacity
Elementary & Junior High Schools	5 spaces plus 1 space for each classroom in addition to the requirements of the auditorium
Senior High Schools	5 spaces plus 1 space for each classroom plus 1 space for each 10 students or space required for the auditorium or stadium, whichever is greater
Theaters, Auditoriums, Stadium, Sports Arenas or Similar Places of Assembly	1 for each 4 seats
Civic Clubs, Fraternal Orders, Union Halls, or Any Similar Type of Use	1 space for each 100 square feet of gross floor area or 1 space for each 3 persons permitted to occupy the building by law, whichever is greater
Swimming Clubs or Beaches, Tennis Clubs or Similar Type of Use	1 space for each three persons of maximum anticipated capacity
Golf Courses, Except Miniature or Par Three Golf Courses	5 spaces plus 6 spaces for each 1 golf hole
Miniature or Par Three Golf Courses	5 spaces plus 3 for each hole
Commercial	
Drive In Car Washes, Automatic	15 standing spaces for each washing bay
Drive In Car Washes, Self-Serve	3 standing spaces for each washing bay

Automobile Service Stations	2 for each service bay and 1 for each washing bay
Bowling Alleys	5 for each alley, in addition to any requirement for other uses such as bar, restaurant or billiard room
Funeral Homes & Mortuary Establishments	1 for each 30 square feet of floor space
Personal Service Establishments	1 space for each 50 square feet UFA*
Restaurants - Without Drive-Through Facilities	1 space for each 100 square feet UFA* or 1 space for each 2 persons allowed within the maximum capacity established by any applicable codes or ordinances, whichever is greater
Restaurants With Drive-Through Facilities	1 space for each 100 square feet of UFA* or one space for each 1½ persons, allowed within the maximum capacity established by any applicable codes or ordinances, whichever is greater and 10 stacking spaces plus 3 provided in close proximity to the exit of the drive-through portion of the operation to allow for customers waiting for delivery of orders
Grocery & Video Rental Stores	1 space for each 200 square feet UFA*
Retail Stores Not Otherwise Specified	1 space for each 250 square feet GFA*
Motel, Hotels, or Other Commercial Lodging Establishments	1 for each occupancy unit plus extra spaces for dining rooms, ballrooms, or meeting rooms as required by this article. Should units revert to multiple type use, then 2 spaces per unit shall be provided
Office	
Business or Professional Offices & Banks	1 for every 250 square feet of floor area plus 3 stacking spaces per aisle for drive through windows
Medical Offices & Clinics	1 for every 200 square feet of floor area.
Industrial	
Industrial or Research Establishments	1 space for each 1,000 square feet plus those spaces required for offices located on the premises
Warehousing or Wholesale Establishments	1 for every 1,700 square feet of floor area

*Footnotes: UFA is usable floor area, and GFA is gross floor area (see 'Definitions' for further details)

- b. *Standards for parking space requirements.* The following standards shall be used in determining the required number of parking spaces:
1. *Uses not cited.* In the case of a use not specifically mentioned, the requirements of off-street parking for a use which is mentioned and which is most similar to the use not listed, shall apply.
 2. *Barrier-free parking requirements.* Off-street parking areas shall include spaces for persons with disabilities in accordance with the State of Michigan Barrier-Free Rules, Michigan Public Act No. 1 of 1966, as amended and shall be included in the count of required spaces. For uses where there may be a higher number of persons with disabilities, such as medical uses or senior housing, the planning commission may require a larger proportion of the parking spaces be barrier free.
 3. *Employee parking.* Requirements for parking stated in terms of employees shall be based upon the maximum number of employees likely to be on the premises during the largest shift.
 4. *Floor area.* Floor area, unless otherwise noted, shall include the entire enclosed floor area of all floors of a building as measured from the exterior surface of exterior walls.

Gross floor area (GFA). The area within the perimeter of the outside walls of the building under consideration, without deduction for hallways, stairs, closets/storage rooms, thickness of walls, columns, or other features.

Usable floor area (UFA). That area used for or intended to be used for the sale of merchandise or services, or for use to serve patrons, clients or customers.

- (a) Such floor area which is used or intended to be used for hallways, stairways, elevator shafts, utility or sanitary facilities or the storage or processing of merchandise shall be excluded from this computation of usable floor area.
 - (b) Measurement of usable floor area shall be the sum of the horizontal areas of each story of a structure measured from the internal faces of the exterior walls.
5. *Fractional spaces.* Where units or measurement determining the number of required parking spaces result in a fraction equal to or greater than one-half ($\frac{1}{2}$) an additional space shall be required.
6. *Limits on excessive parking.* In order to minimize excessive areas of pavement which reduces aesthetic standards and contribute to high rates of stormwater runoff, exceeding the minimum parking space requirements by more than twenty (20) percent shall only be allowed with approval by the planning commission. In granting such additional space, the planning commission shall determine that such parking will be required, based on documented evidence, to accommodate the use on a typical day.
7. *Joint use of parking areas.* Off-street parking space for separate buildings or uses may be provided jointly subject to the following:
- (a) The use of a single parking area by two (2) or more uses shall be encouraged whenever such use is practical and when all requirements for location, design, and construction are met.
 - (b) In computing capacities of any joint use of parking areas, the total parking space requirement is the sum of the individual requirements that will occur at the same time each day. When parking space requirements for individual uses occur at distinctly different times during the day, the total required parking spaces may be reduced provided that no parking spaces shall be counted which are more than three hundred (300) feet from the buildings using joint parking areas.
 - (c) A copy of an agreement between the joint users of a parking area shall be recorded with the county register of deeds. Such agreement shall guarantee the long term use and maintenance of the parking facility by each party.
8. *Deferred parking.* A portion of the required number of parking spaces for nonresidential uses may be deferred if the following conditions are met:
- (a) Deferred parking areas shall be shown on a site plan and shall be of sufficient area to permit the construction of the total number of parking spaces required by this article. Such areas shall not be used for any other purpose required by this chapter, such as landscaped buffers, etc., and shall be kept open.
 - (b) Alterations to the deferred parking area to add parking spaces may be initiated by the owner or required by the development official based on parking needs and shall require the submission and approval of an amended site plan, as required by article XI, site plan review.
 - (c) The owner agrees, in writing, to construct additional parking, including up to one hundred (100) percent of all deferred spaces, if the development official determines there is a need for the additional spaces within the one (1) year deferment period. The development official is responsible for determining the number of the deferred spaces to be constructed.

(Ord. of 8-27-2018(1), § 5)

INFORMATIONAL

Planning Report

Serving & Planning Communities Throughout Michigan

December 2023

Top
Story

Local Preemption of Renewable Siting

"The siting bills in this package respond to well-known problems with the siting process... however, we could see those projects move forward against some host communities' wishes. This situation would only reinforce the idea that renewables are foisted upon rural communities without consent, further stoking the urban-rural divide." said Sara Mills, Director of the Center for EmPowering Communities at the Graham Sustainability Institute (University of Michigan)

House Bills 5120 and 5121 were approved by both the Senate and the House, which if approved by Governor Whitmer, would preempt existing local siting authority for solar projects with a capacity over 50 megawatts, wind projects with capacity of 100 megawatts, and energy storage facilities with capacity of 50 megawatts or more. The bills set statewide siting standards and grant siting authority for renewable energy facilities to the Michigan Public Service Commission (MPSC). Local units of government must have a "compatible renewable energy ordinance" that complies with statewide standards including setbacks, decibel levels, and height. While MPSC shall consider the impact on the local land use, including the percentage of land within the local unit of government dedicated to energy generation, the legislation does not limit the amount of land that can be used.

The Michigan Township Association and Michigan Municipal League opposed local preemption stating concerns that a one-size-fits all approach does not respect local expertise in decision-making. Yet, for bill supporters, fast approaching emission goals (100% clean energy by 2040) means that there is little time to wait for NIMBYs and local commissions to delay crucial renewable energy projects. These bills illustrate the tensions between the many overlapping issues that have emerged: local vs. state authority, urgency to increase renewable energy and create green jobs, local concern about specific impacts to their communities and a potentially quickly changing landscape, affordable energy during a time of inflation, and environmental justice.

The bill is expected to be signed by the Governor and measures would become effective one year later.

[michigantownships.org](https://michigantownships.org/renewable-energy-siting-and-permitting/) <https://michigantownships.org/renewable-energy-siting-and-permitting/>

[news.umich.edu](https://news.umich.edu/michigan-clean-energy-bills-await-gov-whitmers-signature-u-m-experts-available-to-comment/) <https://news.umich.edu/michigan-clean-energy-bills-await-gov-whitmers-signature-u-m-experts-available-to-comment/>

News

Revenue Sharing Trust Fund

"These bills would go a long way to preserving resources that are currently being used to fund revenue sharing." Michigan Municipal League

House Bills 4274 and 4275 would amend the Michigan Trust Fund Act and the General Sales Tax Act, respectively, to establish a "Revenue Sharing Trust Fund" that would distribute money from sales tax revenue to local units of government. Neither bill would take effect unless both are enacted. The House passed the bills with a substantial margin (106-4). The bills now sit with the Senate. These bills would dedicate 8% of sales tax revenue at a 4% rate, place them in a trust fund specifically for statutory revenue sharing, and disseminate an estimated \$601 million to cities, villages, townships, and counties in Michigan for FY 2024-2025. If enacted, the State Treasurer would be responsible for directing the fund's investments. For many supporters, the bipartisan bills would help to restore funding that has eroded over years. A dedicated funding source enables local governments to invest in infrastructure and quality of life improvements.

[legislature.mi.gov](https://www.legislature.mi.gov/documents/2023-2024/billanalysis/House/pdf/2023-HLA-4274-EE2452D9.pdf). <https://www.legislature.mi.gov/documents/2023-2024/billanalysis/House/pdf/2023-HLA-4274-EE2452D9.pdf>

Study

Study on Impacts of Narrower Traffic Lanes

"Our study of city lane widths found that contrary to the current thinking, wider lanes in urban areas can lead to a higher number of crashes and ultimately fatalities" Shima Hamidi, PhD, Bloomberg Assistant Professor of American Health and Director of the Center for Climate-Smart Transportation

Pedestrian fatalities, especially in urban areas, have increased by more than 40% from 2010 to 2018. A study conducted by Johns Hopkins School of Public Health found that after studying seven cities' lane widths (along with number of lanes, median types, shoulder widths and types, presence of sidewalks, bus stops, on-street parking, turn lanes, number of intersections, speed limits, and roadside details such as buildings and trees) traffic lanes with 10-, 11-, and 12-foot lane widths have significantly higher crashes than lanes that are 9 feet wide in zones that are 30–35 miles per hour. Between 2017 and 2019, researchers analyzed the relationship between crash fatalities and lane widths and recommend inclusive street design with narrower lanes and pedestrian and bicycle infrastructure as a cost-effective way to improve public safety.

[Bloomberg School of Public Health](https://publichealth.jhu.edu/2023/narrower-traffic-lanes-in-cities-could-help-lower-risk-of-traffic-related-collisions). <https://publichealth.jhu.edu/2023/narrower-traffic-lanes-in-cities-could-help-lower-risk-of-traffic-related-collisions>

Events

Michigan Association of Planning

December 14, webinar "Engaging the Community Through Charettes" with Holly Madill, NCI

Charettes are a design-based technique that uses feedback loops to capture community preferences and express them visually. The result from this process can inform action.

More information: <https://www.planningmi.org/coastal-resilience-webinars>

Small Town and Rural Development Conference

April 29 - May 1, 2024

Crystal Mountain Resort

Interested presenters should submit their proposal by the end of the day on Monday, **December 4, 2023**

Submission: Fill out form