



**ACME TOWNSHIP SITE PLAN REVIEW COMMITTEE
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
March 14, 2018, 8:30 a.m.**

CALL TO ORDER: 8:30 am

ROLL CALL:

Committee Present: Wentzloff (PC Chair), Rosa, (PC Alternate), Winter (Planning & Zoning Administrator)

Members excused: Feringa (PC Vice Chair)

Applicant: Dale and Teresa Campbell, Ray Kendra (architect), Jim Schiffer (engineer)

LIMITED PUBLIC COMMENT: None

A. APPROVAL OF AGENDA:

Motion by Wentzloff to approve agenda as presented, seconded by Rosa. Motion carried.

B. INQUIRY AS TO CONFLICTS OF INTEREST: None

C. CORRESPONDENCE: None

D. NEW BUSINESS:

1. Site Plan Review 2018-01, Urban Diversions

- **Convert former Chemical Bank at 5300 Bunker Hill Rd into interior design office and retail furniture establishment**

Winter stated that this plan was new in regards to the form based zoning. There will be remodeling of the existing building of 1500 square feet and additional 2500 square feet replacing bathrooms. The proposed use is allowed by right in the C-Corridor Commercial district. Winter presented a summary of work to be done. Wentzloff asked about well and lights. Winter stated that the plan meets the requirements of Acme Township.

Motion by Wentzloff, to approve the SUP 2018-01, Seconded by Rosa. Motion carries.

2. Approve Draft Site Plan Review Minutes – March 27, 2017

Motion by Wentzloff, to approve minutes of 03/27/17 Site Plan Review minutes. Motion carries.

Motion by Rosa to adjourn; support by Wentzloff. Motion passed unanimously.

ADJOURN: @ 8:47 am



ACME TOWNSHIP SITE PLAN REVIEW COMMITTEE
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
March 14th, 2018 8:30 a.m.

CALL TO ORDER

ROLL CALL:

- A. LIMITED PUBLIC COMMENT:** Members of the public may address the Commission regarding any subject of community interest during public comment periods by filling out a Public Comment Card and submitting it to the Secretary. Public comments are limited to three minutes per individual. Comments during other portions of the agenda may or may not be entertained at the moderator's discretion
- B. APPROVAL OF AGENDA:**
- C. INQUIRY AS TO CONFLICTS OF INTEREST:**
- D. CORRESPONDENCE:**
- E. OLD BUSINESS:**
- F. NEW BUSINESS:**
- 1.** Site Plan Review 2018-01, Urban Diversions
 - Convert former Chemical Bank at 5300 Bunker Hill Rd into interior design office and retail furniture establishment
 - 2.** Approve Draft Site Plan Review Minutes – March 27, 2017
- G. PUBLIC COMMENT**

ADJOURN:



Planning & Zoning Staff Report

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Date: 02.21.18 [amended 03.12.18]

From: Shawn Winter, Planning & Zoning Administrator

To: Karly Wentzloff, Chairperson
ACME TOWNSHIP PLANNING COMMISSION
6042 Acme Road
Williamsburg, MI 49690

Permit No.: SPR 2018-01

Project: Urban Diversions
5300 Bunker Hill Rd
Williamsburg, MI 49690

Request: Site Plan Review to renovate and add on to the former Chemical Bank building and to change use to an interior design and furniture sales business.

Applicant: Dale & Teresa Campbell
6105 Bracket Rd, Williamsburg, MI 49690

Owner: Dale & Teresa Campbell
6105 Bracket Rd, Williamsburg, MI 49690

I. OVERVIEW

General Description and Recommendation

The Applicant is proposing to renovate the existing structure with an addition to create a 3,176 sq ft interior design office and furniture retail establishment. The existing building was originally approved through a special use permit as a financial institution, which although changing names a number of times was the most recent use of the property. The proposed use is allowed by right in the C – Corridor Commercial District. The property is located on the southwest corner of US-31 N and Bunker Hill Rd. The proposed use is consistent with the intent and purpose of the zoning district as well as the future land use category. The project does meet the requirements for review and approval by the Site Plan Review Committee. Staff recommends approval of the site plan with consideration of the conditions mentioned in the suggested motion at the end of this report.



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Subject Property Location

Address

5300 US-31 N, Williamsburg, MI 49690

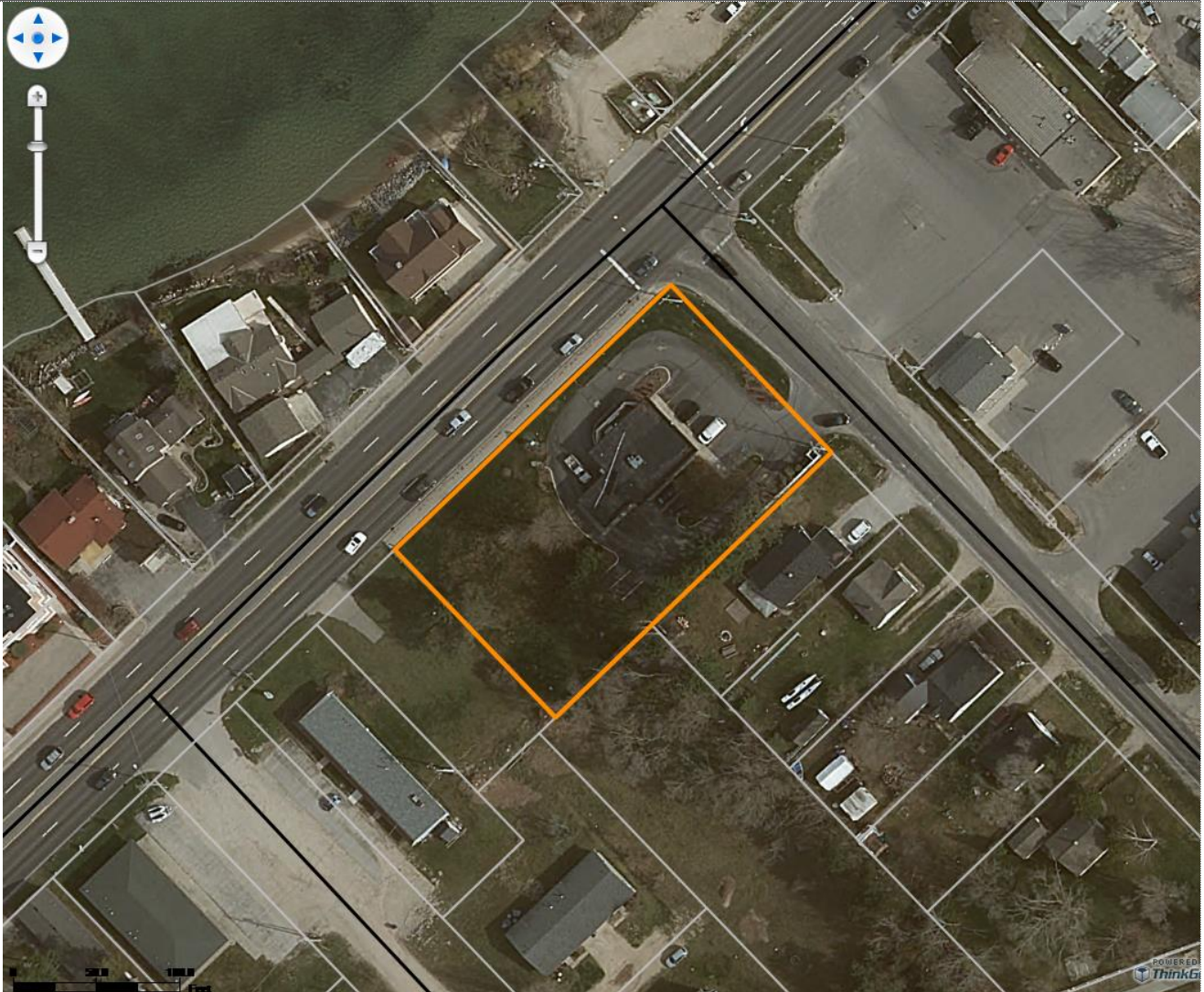
Parcel Number

28-01-103-087-00

Legal Description

PT GOV LT 3 SEC 3 T27N R10W COM NE CNR GOV LT 4; N 41 DEG 24' W 573.54'; N 44 DEG 29' E 60' TO POB; N 45 DEG 31' W 150'; N 44 DEG 29' E ALG US 31 R/W 230.08' TO BUNKER HILL RD; S 45 DEG 31' E 145'; S 44 DEG 29' W 230.08' TO POB

Aerial Image





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Existing Conditions of Subject Property

Zoning	Existing Uses	Existing Permits
C: Corridor Commercial District	The property is currently developed as a bank with drive-thru services.	SUP 86-8P Min. Amd 2003-12P

Adjacent Zoning and Land Uses

Location	Zoning	Land Use
North:	CS	Bayside Park – South
Northeast:	C	General Retail – Holiday Shopper
East:	C	Civil – US Post Office
Southeast:	C	Residential
South:	C	Undeveloped
Southwest:	C	Undeveloped
West:	CS	Residential
Northwest:	CS	Residential

Relationship to Master Plan

Future Land Use Category – Commercial/Business

The Commercial category is characterized by land use for retail stores and service-oriented businesses that provide daily shopping, convenience and comparison shopping, and professional offices that service Acme Township residents and others in the region. The existing commercial lands lie mainly along M-72 and a short strip of Highway US-31 N, the major federal and state roadways running through Acme Township, with motor vehicle transportation needed to reach most business venues along these trunk lines. An existing shopping area on Highway US-31 N, which is also a vehicle-oriented complex, provides a large grocery store and a large discount store; many small office complexes are also located off the two major trunk lines in the Township. There is a small commercial district on the northeast corner of US-31 and Bunker Hill Road.

The intended uses in this category include, but are not limited to: grocery stores, bakeries, garden supply stores, banks, laundries, pharmacies, hardware stores, gas stations and automotive service business including car sales, supermarkets, general merchandise stores, restaurants (fast and nonfast food types), coffee shops, professional offices of various kinds, and personal service businesses (hair salons, spas and so on).

(p. 71, Acme Township Community Master Plan, adopted August 11, 2014)



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II. SUBMITTED APPLICATION MATERIALS

The tables below present the items submitted with the application for the proposed project. These items have been reviewed in accordance with the processes set forth in the Zoning Ordinance

Drawings		
Sheet	Title	Date (revised)
C1.0	Existing Conditions, SESC Plan	01.26.18
C2.0	Proposed Site Plan	01.26.18
A3.1	Floor Plan	02.19.18
A5.1	Exterior Elevations	02.19.18
A5.2	Exterior Elevations	02.19.18

Agency Reviews		
Agency	Status	Permit No. (Date)
Grand Traverse County Health Department	Satisfactory review	Review application included in packet (existing)
Grand Traverse Department of Public Works	Satisfactory Review	Review application included in packet (existing)
Grand Traverse Metro Fire Department	Satisfactory review	M6372 (02/15/18)
Grand Traverse County Soil Erosion & Sedimentation Control	Satisfactory Review	25106 (02/05/18)
Gosling-Czubak Storm Water Plan Review		

Additional Documentation	
Submitted With Application Packet	
<ul style="list-style-type: none"> - Site Plan Review Application Form - Project Narrative - Covenant Deed/Proof of Ownership - Escrow Policy Acknowledgement Form - Applicant Backgrounds 	



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III. ZONING ORDINANCE COMPLIANCE

Listed below are the applicable sections of the Zoning Ordinance that pertain to the proposed project. Items that do not satisfy the standards required by the Zoning Ordinance have been indicated with **bold, red text**.

Allowed Uses	
§ 6.6.2	Regulated Uses, General Standards, Special Use Permit Standards, and Splicing
§ 6.6.2.5	<p>Properties Currently Developed and Occupied</p> <p>The Regulating Plan encompasses properties that have been developed under the current Acme Township Zoning Ordinance. These properties will likely not comply with the dimensional and form requirements of the US-31 and M-72 Business District and will not be considered as nonconforming. If the property changes occupancy after the effective date of this Ordinance it will comply with the applicable section of this Ordinance except Section 6.6.5, "Lot and Building Placement." If the property is demolished, redeveloped, or vacant it will comply with all of the provisions of this Ordinance.</p> <p><i>Note: Since this property is being redeveloped it will need to comply with the form-based code provisions of Section 6.6 Acme Township US-31/M-72 Business District. However, since this proposal is a redevelopment and addition of an existing structure, some limitations exist in achieving full compliance with this Section.</i></p>

Allowed Uses	
§ 6.6.4.	Land Use Table
§ 6.6.4.1	<p>Regulated Uses:</p> <p>C – Corridor Commercial Uses Allowed By Right: General Retail</p>

§ 6.6.5.2 Building Placement, Density and Parking		
Standard	Requirement	Site Plan
Front Built-To-Line	20 ft	Existing setback is 44 ft, will be reduced to 29 ft with addition
Side Street Built-To-Line	20 ft	Renovation will maintain the existing 60 ft setback
Side Setback	3 ft	86.5 ft
Rear Setback	25 ft	59 ft
Bldg Front Façade as percent of lot width (minimum)	65% (149.5 ft)	Existing façade occupies 17% (39 ft) of the lot width and will increase to 30% (70 ft)
Side Street façade as percent of lot depth (minimum)	30% (42 ft)	Existing façade occupies 26% (36 ft) of the lot depth and will increase to 36% (51 ft)
Lot Width (minimum)	20 ft	Existing legal lot of record
Lot Width (maximum)	100 ft	
Lot Coverage (maximum)	70% (22,456 sq ft)	Not indicated on site plan, but clearly below the allowable threshold
Impervious Coverage (maximum)	85% (27,268 sq ft)	
Building Height (maximum)	3 stories/35 ft	13 ft main roof height, 19 ft at front of building



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§ 6.6.5.2 Building Placement, Density and Parking

Standard	Requirement	Site Plan
Story Height Difference Between Adjacent Buildings	1	Surrounding buildings 1 story in height.
Ground Floor Finish Level Above Grade	0"	0"
First Floor Ceiling Height	15 ft	13 ft as a result of the existing building

§ 6.6.5.3 Land Use By Floor

Ground Floor	Allowed Use	Proposed Use
Ground Floor	f. Commercial	Commercial

§ 6.6.6.3 Site Lighting

Standard	Site Plan
Wall pack lighting shall only be used on the rear or side of the building to illuminate exits and loading facilities	Wall pack lighting used only above rear entrance door.
Front façade illumination lighting may be used only over the customer entry	Façade is not illuminated with the exception of architectural lighting between the front windows and proposed downward-facing lighting for future wall signs.
Parking lot lighting pole height (including luminaire) shall not exceed the height of the building or 27 feet, whichever is less	Light pole height not included, but plans show using the existing lights.
C Zone: No lighting level measured at the built-to-line shall exceed 1.0 fc	No photometric plan. The exterior lighting is minimal due to the small scale of this project and may not be necessary as long as the lighting levels stay within the allowable limits.

§ 6.6.6.5 Water Quality and Storm Water

Standard	Site Plan
All projects shall adhere to the Acme Township Storm water Ordinance, as well as, incorporating low impact development (LID) water quality technologies. Low impact development water quality technologies shall include, but are not limited to, rain gardens, rooftop gardens, vegetated swales, cisterns, permeable pavers, porous pavement, and filtered storm water structures will be required on site as a component of the overall storm water plan. The Planning Commission has the authority to determine the type of LID that will be used as part of the approval process.	Site plan does indicate swales with grass ground cover. Permeable pavers will but utilized in front patio, and any future patios expansion will include pervious/permeable materials.



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§ 6.6.6.6 Façade Components and Materials (all buildings except residential-only structures)	
Standard	Site Plan
Windows and Transparency A minimum of 75% of the ground floor story front façade between 2 feet and 8 feet above the sidewalk must be comprised of transparent, non-reflective windows into the nonresidential space.	76% transparency
Façade Ornamentation All visible elevations shall include decorative features such as cornices, pilasters, and friezes. Building recesses and protrusions will be required on larger buildings to break long uninterrupted building walls.	Brick pilasters, recesses/protrusions
Façade Massing Front façades 60 feet wide or wider shall incorporate wall offsets of at least two feet in depth (projections or recesses) a minimum of every 40 feet. Each required offset shall have a minimum width of 20 feet.	70 ft wide façade, 40 ft wide centered protrusion, angled recesses on both sides
Roofs When flat roofs are used, parapet walls with three dimensional cornice treatments shall be used to conceal the roof. All roof-based mechanical equipment, as well as vents, pipes, antennas, satellite dishes, and other roof penetrations (with the exception of chimneys), shall be located on the rear elevations or screened with a parapet wall having a three-dimensional cornice treatment so as to have a minimal visual impact as seen from public street, existing single family uses, and land zoned for residential and agricultural uses.	Existing roofline and material extended to the addition. Slanted saltbox style roof in building center. No roof mechanicals indicated on the site plan.



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§ 6.6.6.6 Façade Components and Materials (all buildings except residential-only structures)	
Standard	Site Plan
<p>Customer Entrances</p> <p>Each side of a building facing a public street shall include at least one customer entrance, except that no building shall be required to provide entrances on more than two sides of the structure that face public streets.</p> <p>Buildings shall have clearly defined, highly visible customer entrances that include no less than three of the following design features:</p> <ul style="list-style-type: none"> a) Canopies/porticos above the entrance; b) Roof overhangs above the entrance; c) Entry recesses/projections; d) Arcades that are physically integrated with the entrance; e) Raised corniced parapets above the entrance; f) Gabled roof forms or arches above the entrance; g) Outdoor plaza adjacent to the entrance having seating and a minimum depth of 20 feet; h) Display windows that are directly adjacent to the entrance; or i) Architectural details, such as tile work and moldings, that is integrated into the building structure and design and is above and/or directly adjacent to the entrance. 	<p>Customer entrances along US-31 and Bunker Hill facades</p> <p>Items g), h), and i) illustrated on the site plan</p>
<p>Building Materials</p> <p>Use of durable and traditional building materials shall be used. Fluted concrete masonry units and scored concrete masonry unit block, although not considered traditional building materials, may be used but shall not exceed 25% of the surface square footage of any portion of the building exposed to a public right-of-way, or customer access or parking area.</p> <p>Materials such as exterior insulation finish system (EIFS), concrete panels, and panel brick are not considered durable and traditional building materials and will not be used.</p>	<p>Single score concrete block used minimally on addition facing US-31 ROW. single score concrete block facing Bunker Hill is existing. Other façade materials include brick, metal fascia, corrugated metal panels to match existing, metal coping and trim, Corten plate steel panel siding.</p>



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§ 6.6.6.7 Parking Location

Standard	Requirement	Site Plan
Front Setback When Adjacent to Building	10 ft back from front façade	Existing conditions show the parking lot 2 ft in front of the building, which will be maintained due to existing curbs. The drive-thru in the front will be removed.
Side Street Setback	10 ft when screened with landscape only	10 ft landscape buffer zone indicated
Rear Setback	5 ft	10 ft

§ 6.6.6.9 Required Parking

Standard	Requirement	Site Plan
Retail (per 1,000 usable sq ft)	13 spaces (maximum)	11 spaces

§ 6.6.6.10 Site Amenities

Standard	Requirement	Site Plan
Bicycle Parking	1 loop per 10 parking spaces	Bike loop existing
Benches	Planning Commission discretion	None indicated

§ 7.5 Off-Street Parking and Loading Regulations

Standard	Requirement	Site Plan
Off-Street Parking Location [§7.5.4(a)]	Located in rear and/or side yard	Existing parking located in the side yard adjacent to side street. New parking located in the rear yard
Maneuvering Lane & Space Dimensions [§7.5.4(b)(1)]	Lane Width (min.) – 20' Space Width (min.) – 9' Space Length (min.) – 20'	Lane Width – 19' (existing) Space Width – 9' Space Length – 19' (existing)
Buffering, Landscaping & Screening – buffering strip [§7.5.4(c)(1)]	10' buffering strip on all visible sides	10 ft landscape buffer strip along ROW's and parking lot
Buffering, Landscaping & Screening - plantings [§7.5.4(c)(2)]	a. 10' buffer along ROW b. 6 evergreen/canopy trees along ROW frontage c. 36" high continuous hedge/berm/wall screen d. Screened refuse receptacle	a. 10 ft buffer b. Condition met per landscape plan c. Condition met per landscape plan d. Existing



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§ 7.5 Off-Street Parking and Loading Regulations

Standard	Requirement	Site Plan
Buffering, Landscaping & Screening – tree islands, snow storage [§7.5.4(c)(3)]	a. 0 canopy trees in islands evenly distributed b. Canopy trees in islands at end of each row c. n/a d. Designated snow storage	a. Existing parking lot does not contain islands aside from end of rows b. Existing c. n/a d. Indicated on site plan
Loading Zone [§7.5.5(g)(1)]	10 ft x 20 ft, rear or side yard	10 ft x 20 ft unloading zone in the rear lot

§ 7.5.6 Landscaping

Standard	Requirement	Site Plan
Application [§7.5.6(b)(1-6)]	Landscape plan requirements	Submitted
Standards & Criteria [§7.5.6(c)]	Planting standards	Submitted
Planting Materials [§7.5.6(d)]	Non-invasive, native species	Appropriate species used
Buffers [§7.5.6(e)]	20 ft wide when abutting R-1, R-2, R-3, R-1MH or A-1	Not applicable, does not abut listed districts.
ROW Landscaping [§7.5.6(f)]	1. 10' buffer along ROW 2. 15 evergreen/canopy trees (includes those required in §7.5.4(c)(2)(b)) and 77 shrubs along ROW buffer 3. 3' tall continuous landscape screen, opaque fence, berm, or combination along ROW	1. 10 ft buffer along ROW's 2. Existing trees and proposed landscape improvements meet the buffer requirements 3. Continuous scree of shrubs and trees

§ 7.8.3 Outdoor Lighting Standards – (a) Business Zoning Districts and Land Uses

The site plan proposes utilizing the existing parking lot lights. If these are to be moved or replaced, they will need to conform to the standards of §6.6.6.3. Architectural and customer entrance lighting used appropriately. Exterior lighting not integral to protecting the public health, safety, and welfare shall be shut-off between 11:00 pm and sunrise [§ 7.8.3(a)(2)(e)].



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IV. SITE PLAN REVIEW

§ 8.1.4 Application Requirements			
Item	Description	Shown On Site Plan	Written Documentation
1.	A description of the environmental characteristics of the site prior to development, i.e.: topography, soils, vegetative cover, drainage, streams, creeks or ponds, as well as, the delineation of these features on the site plan drawing.	Yes	Yes
2.	Types of uses and other man-made facilities	n/a	Yes
3.	The number of: people to be housed, employed, visitors or patrons and vehicular and pedestrian traffic	n/a	Yes
4.	Phasing of the project, including ultimate development proposals	n/a	Yes
5.	Natural features which will be retained, removed and/or modified including vegetation, drainage, hillsides, streams, wetlands, woodlands, wildlife and water.	Yes	n/a
6.	The description of the areas to be changed shall include their effect on the site and adjacent properties. An aerial photo may be used to delineate the areas of change.	n/a	Yes
7.	The method to be used to serve the development with water and sanitary sewer facilities	n/a	Yes
8.	The location, size, and routing of water and sanitary sewer facilities	Yes	n/a
9.	Plans for storm water control and drainage, including measures to be used during construction	Yes	n/a
10.	Storm water calculations; and if requested storm water modeling data.	Yes	Yes
11.	If public sewers are not available to the site the applicant shall submit a current approval from the health department or other responsible public agency indicating approval of plans for sewage treatment.	n/a	Yes
12.	The method to be used to control any increase in effluent discharge to the air or any increase in noise level emanating from the site. Consideration of any nuisance that would be created within the site or external to the site whether by reason of dust, noise, fumes, vibration, smoke or lights.	n/a	Yes
13.	An indication of how the proposed use conforms to existing and potential development patterns and any adverse effects	n/a	Yes
14.	Location of known Air Sheds and how the proposed use impacts this natural feature.	n/a	Yes
15.	Plans to control soil erosion and sedimentation.	Yes	Yes



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§ 8.1.4 Application Requirements

Item	Description	Shown On Site Plan	Written Documentation
16.	Incorporation of low impact development storm water technologies and other best management practices such as, but not limited to, rain gardens, rooftop gardens, vegetated swales, cisterns, permeable pavers, porous pavement, and filtered storm water structures.	Yes	Yes
17.	Type, direction, and intensity of outside lighting shown on a photometric plan in compliance with exterior lighting standards.	n/a <i>Utilizing existing parking lot lights</i>	n/a
18.	Location of any or required cross access management easements.	n/a	n/a
19.	Location of pedestrian and non-motorized facilities; if required.	Yes	n/a
20.	Landscaping plan	Yes	n/a
21.	General description of deed restrictions and/or cross access management easements, if any or required.	n/a	Yes
22.	Name(s) and address(es) of person(s) responsible for preparation of site plan drawings and supporting documentation.	Yes	Yes
23.	Sealed drawings from a licensed architect, engineer, or landscape architect.	Yes	n/a

Notes:

"Yes" indicates item was accounted for, "No" indicates missing item, "n/a" indicates not applicable in written documentation or site plan as required by the Zoning Ordinance.

The Applicant did not submit a narrative or landscape plan resulting in "No" being listed for the associated items.

§ 8.2 Standards for Site Plan Review

Standard	Finding
a. That the applicant may legally apply for site plan review.	Satisfied: The Applicant is the owner of the property
b. That all required information has been provided.	Satisfied
c. That the proposed development conforms to all regulations of the zoning district in which it is located and all other applicable standards and requirements of this ordinance, including but not limited to all supplementary regulations.	Satisfied: Applicable standards from the Acme Township Zoning Ordinance have been reviewed and met.



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§ 8.2 Standards for Site Plan Review	
Standard	Finding
d. That the plan meets the requirements of Acme Township for fire and police protection, water supply, sewage disposal or treatment, storm, drainage, and other public facilities and services.	Satisfied: Gosling Czubak – Favorable with conditions GT Metro Fire – Favorable Soil Erosion – Favorable DPW – Favorable Health Department – Favorable
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.	Not Satisfied: Gosling Czubak – Favorable with conditions GT Metro Fire – Favorable Soil Erosion – Favorable DPW – Favorable Health Department – Favorable
f. That natural resources will be preserved to a maximum feasible extent, and that areas to be left undisturbed during construction shall be so indicated on the site plan and at the site per se.	Satisfied: The site is currently developed with little natural features.
g. That the proposed development property respects floodways and flood plains on or in the vicinity of the subject property.	<i>Not Applicable</i> – No floodplains present
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.	Satisfied: Third-party review by Gosling Czubak did not find the site to be unfavorable to development.
i. That the proposed development will not cause soil erosion or sedimentation problems.	Satisfied: SESC permit conditions shall be adhered to.
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.	Satisfied with Conditions: Gosling Czubak has submitted a summary of their review finding the proposed storm water management system compliant with the ordinance and appropriate for this development. Please see attached report and conditions in the suggested motion
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.	Satisfied: Will match existing grade except location of additional swale as indicated on site plan
l. That structures, landscaping, landfills or other land uses will not disrupt air drainage systems necessary for agricultural uses.	Satisfied: The addition to the existing structure will have no detrimental impact on any existing airsheds.



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§ 8.2 Standards for Site Plan Review	
Standard	Finding
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 services, drainage, or erosion control.	<i>Not Applicable</i> – No phasing required
n. That the plan provides for the proper expansion of existing facilities such as public streets, drainage systems, and water and sewage facilities.	Satisfied: Existing roadways established, curb cut and curbing already in place, sewer hook-up provided, well is adequate as is (will need permit if relocated), served by natural gas.
o. That landscaping, fences or walls may be required when appropriate to meet the objectives of this Ordinance.	Satisfied: Landscape plan meets the standards, intent and purpose of the Ordinance.
p. That parking layout will not adversely affect the flow of traffic within the site, or to and from the adjacent streets.	Satisfied: No impact
q. That vehicular and pedestrian traffic within the site, and in relation to streets and sidewalks serving the site, shall be safe and convenient.	Satisfied: Utilizing existing parking on the side, new parking in the rear. New sidewalk will connect customer entrance to US-31 ROW sidewalk.
r. That outdoor storage of garbage and refuse is contained, screened from view, and located so as not be a nuisance to the subject property or neighboring properties.	Satisfied: Will use existing screened refuse receptacle
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.	Satisfied: The applicable standards of the Acme Township Zoning Ordinance have been reviewed and met.



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V. REPORT SUMMARY

The proposed use and redevelopment of the property is allowed by right in the C-Corridor Commercial District. The project proposes to renovate and expand the existing structure while changing the use from a bank to a design office/furniture store. This presents an interesting review scenario: there is an existing structure that is not an unconformity despite not meeting the current dimensional standards, while at the same time representing a redevelopment opportunity that should bring the building into compliance. However, the existing building provides constraints that prevent every item of the ordinance from being met, especially in regard to building placement, dimensions, and massing. In some respects, the proposal needs to be looked at as an addition to an already existing building as opposed to a vacant lot being developed.

The proposed use does meet the intent and purpose of the zoning district and through appropriate façade treatments will make a notable aesthetic improvement at the US-31 / Bunker Hill intersection. The standards for the Acme Township Zoning Ordinance as they relate to this project have been reviewed.

Suggested Motion for Consideration:

Motion to approve the Site Plan Review Application 2018-01 with the following conditions:

1. All trees indicated in the landscape plan shall have a minimum trunk caliper of 2.5"
2. All shrubs indicated in the landscape plan shall have a minimum spread of 18"
3. A final set of 24" x 36" signed/sealed drawings
4. Prior to issuing a land use permit, the applicant shall submit the following items related to the storm water management system:
 - a. Provide calculations for the maximum drain time of the basins
 - b. Revise the side slopes of the basins to not exceed 3H:1V
 - c. Add the maintenance notes to the plans

Pd 400.00
CK # 8078 1-30

Application Number: SPR 2018-01
1



Special Use Permit/Site Plan Review Application

Township of Acme, Grand Traverse County, Michigan

6042 Acme Road, Williamsburg, MI 49690

Phone: (231) 938-1350 Fax: (231) 938-1510 Web: www.acmetownship.org

Planning & Zoning Administrator: Shawn Winter Email: swinter@acmetownship.org

Owner Information (please type or print clearly):

Name: Dale & Teresa Campbell Phone: 616.635.7522
Mailing Address: 6105 Brackett Rd.
City: Williamsburg State: MI Zip: 49690
Email Address: tjcamp919@aol.com

Applicant Information (please type or print clearly):

Name: Dale & Teresa Campbell Phone: 616.635.7522
Mailing Address: 6105 Brackett
City: Williamsburg State: MI Zip: 49690
Email Address: tjcamp919@aol.com

A. Property Information:

1. Address:

5300 US 31 W. Williamsburg MI 49690

2. Parcel Number/Property Description:

103-087-00

3. Current Zoning of Property:

Commercial

4. If this project is one phase of a larger development and/or property subject to an existing/previous Site Plan Review, Special Use Permit, or Variance, what is/are the applicable permit number(s)?

5. Provide proof of current property ownership. If applicant is not the current property owner, also provide written permission to act as agent of, and complete contact information for the current property owner.

Application Number: SPR 2018-01

6. Proposed Use/Change to Property

Remodel existing building
and add on 2000 Sq.Ft.

7. Estimated Start and Completion Dates:

Start as soon as possible Completion 7-1-18

B. Application Packet Requirements: REFER TO ACME TOWNSHIP ZONING ORDINANCE AND COMPLETE ATTACHED CHECKLIST

C. Fees: Include initial fee as required by the Acme Township Ordinance #2004-01

D. Fee Escrow Policy Acknowledgement: Provide completed and signed form with initial escrow fee deposit.

E. Affidavit: The undersigned affirms that he/she is the owner (owner, agent, lessee, or other interested party) involved in this petition and that the foregoing answers, statements and information are in all respects true and, to the best of his/her knowledge, correct. By making this application, the undersigned grants all officials, staff and consultants of Acme Township access to the subject property as required and appropriate to assess site conditions in support of a determination as to the suitability of the proposed project and/or current or future Special Use Permit and Zoning Ordinance compliance.

Signed: Torrey Campbell Date: 2.14.18

FOR TOWNSHIP USE ONLY

Application Number: SPR 2018-01

Date Received: 02/22/18

Public Hearing/Meeting: _____

Date of Advertising: _____

T&A Account: 091

NOTES:

NARRATIVE FOR URBAN-DIVERSIONS

Remodel and additon to existing building at 5300 N. US 31 N.

Owners Dale and Teresa Campbell applicants for Site Plan Permit

Relationship to Acme Township Master Plan.

Urban-Diversions has been located in downtown Traverse City for ten years. With the increase in Design Service, Kitchen and Bath Cabinetry, we feel a need to relocate to a location condusive to our cusomer base, ease of access, parking and additional square footage.

As natives of Traverse City and long time residents of Acme Township we feel this property fits our needs. We have submitted plans that we believe works in Harmony with the property and the Township Master Plan.

We have addressed the items on page 11, of the Planning and Zoning Staff Report, section 8.1.4.

1. The existing property is landscaped beautifully including irrigation, hence our draw to it. We will not make changes to the existing with the exception of adding additional trees and shrubs as noted on the landscape plan.
2. We will utilize the existing building previously used as a bank and add the square footage as noted in the submitted drawings for a Retail/Design Store.
3. We expect to employ 4-6 employees year around. Based on our current traffic at the existing location we expect 25-30 visitors a day. We will be open seven days a week.
4. The plans submitted are all that is currently planned for the location.
5. All existing landscaping will remain.
6. No change to affect neighboring properties but to add a beautiful building and landscaping to the area.
7. All Permits for City Sewer and existing well have been approved by the Health Department and DPW. Copies submitted to Township.
8. No change

10. Noted on Engineers drawings
11. Public Sewer
12. No Impact
13. Compliment to the Township Master Plan
14. No Impact.
15. Noted on Engineers drawings.
16. Noted on Engineers drawings.
20. Submitted
21. No restrictions
22. Engineer, Jim Schiffer, Schiffer Engineering, 231-360-6190. Architect, Ray Kendra, environment architects, 231-946-1234
23. Sealed



About Urban Diversions

Urban Diversions is a world class interior design studio, project management, and retail showroom in gorgeous Traverse City, Michigan, featuring celebrated designer Dale H. Campbell ASFD and his creative team.



President, Dale H. Campbell ASFD

Campbell began his career in the Furniture Industry 29 years ago following a career of Art and Antiques. He began with a French Furniture Manufacturer, taking several opportunities to visit Europe, studying their business philosophy and architecture. He continued his education in Furniture by learning the retail side of the industry, co- managing a retail furniture store with a manager who later would become his wife, Teresa Campbell.

In 1995 he joined Michigan based Lloyd/Flanders as National Sales Manager, later accepting the position of Vice President of Sales and Marketing. Soon after, Dale's keen interest in furniture design became a large part of his success. Given the opportunity Dale embarked on putting his design interest to the test. Since that date eleven years ago he has designed eighteen collections some of which are still the most enduring and highest earning collections in the industry.

Designing furniture is more passion than task according to Dale. This shows in his accomplishments, receiving the top three furniture design awards, including the highest and

most coveted
award, "The Pinnacle Award".

In 2007 Dale, with his wife Teresa, started two new ventures, creating Urban-Diversions and high end interior design studio which offers a variety of services from refresh, remodel to new construction. His motto is: "We do the expected in an unexpected manner."

During this same time period, Dale started designing his own furniture line. Dale fondly refers to this as, "The imagination transformation; dreams are the foundation of anything worthwhile!"

Today Dale's furniture line is being produced, marketed and distributed under the brand *Dale H. Campbell* by Kindel Furniture. Dale's Water Front Lounge Chair was created with influential experiences and architecture from around the world. The comfort and style affords you the opportunity to enjoy art through relaxation. "I enjoy expressing myself through designs that I am confident; will improve the lifestyle of others".

Designed in Michigan, made in Michigan, enjoyed everywhere!



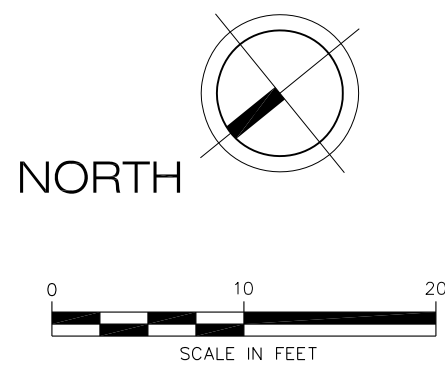
Vice President and CFO, Teresa Campbell

A twenty-four year veteran of the casual furniture industry, Teresa has a diverse and proven record of success, ranging from sales and showroom design to public relations.

She has cultivated numerous, invaluable relations with editors from leading publications, which are the foremost authorities on lifestyles and important trends such as *Architectural Digest*, *Better Homes and Gardens*, and *Coastal Living*.

Teresa has been recognized by her peers through their votes, placing her in the top two showrooms within the Chicago Merchandise Mart four years in a row. She was awarded for the eloquent manner in which she decorated and accessorized the showroom which was consistently consumer-friendly and inspiring to international retailers and designers alike.

Start Your Design Journey



PROPERTY INFORMATION:

PARCEL: 01-103-087-00

DESCRIPTION:
PART OF GOV'T LOT 3, SECTION 3 T27N R10W, ACME TOWNSHIP, GRAND TRAVERSE COUNTY, STATE OF MICHIGAN COMMENCING AT THE NORTHEAST CORNER OF GOV'T LOT 4; THENCE N 41 DEG 24' W 573.54'; THENCE N 44 DEG 29' E 60' TO **POB**; THENCE N 45 DEG 31' W 150'; THENCE N 44 DEG 29' E ALONG US 31 R/W 230.08' TO BUNKER HILL RD. R/W; THENCE S 45 DEG 31' E 145'; THENCE S 44 DEG 29' W 230.08' TO POB.

PARCEL CONTAINS +/- 32,080 SQUARE FEET (0.74 ACRES). SUBJECT TO RESTRICTIONS, EASEMENTS, IF ANY.

ZONING:

DISTRICT - C - COMMERCIAL
SITE AREA - 32,080 SFT
0.74 ACRES
UTILITIES AVAILABLE - U/G ELECTR.,
U/G GAS, U/G TELE.,
SAN. SEWER
CABLE COMM.

SETBACKS:

BUILDING:
FRONT (US-31) (A) - 20 FT
SIDESTREET SETBACK (BH RD) (B) - 20 FT
SIDE SETBACK (SW LINE) (C) - 3 FT
REAR SETBACK (SE LINE) (D) - 25 FT
PARKING:
FRONT (US-31) (A) - 10 FT
SIDESTREET SETBACK (BH RD) (C) - 10 FT
SIDE SETBACK (SW LINE) (B) - 10 FT
REAR SETBACK (SE LINE) (D) - 5 FT

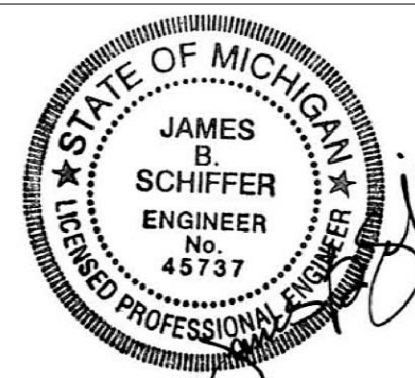
COVERAGE (BLDG) - 70%
COVERAGE (BLDG+PVMT) - 85%

MAX. PARKING (4/1,000 SFT, 3,176SF) - 13 SP

100.00	EXISTING GRADES
○	PROPERTY CORNER

CLIENT	URBAN DIVERSIONS
PROJECT	1712008
PROJECT MGR.	JBS
ENGINEER	CPW
CAD FILE	1712008-001
EDIT	JBS03132018
DRAWING SCALE:	1" = 10'
PLOT SCALE:	1:1, 24x36
SHEET NO.	C1.0

SITE PLANS HAVE BEEN PREPARED UNDER THE SUPERVISION OF JAMES B. SCHIFFER, P.E. #45737:



US-31 & M-72 (76' R/W)

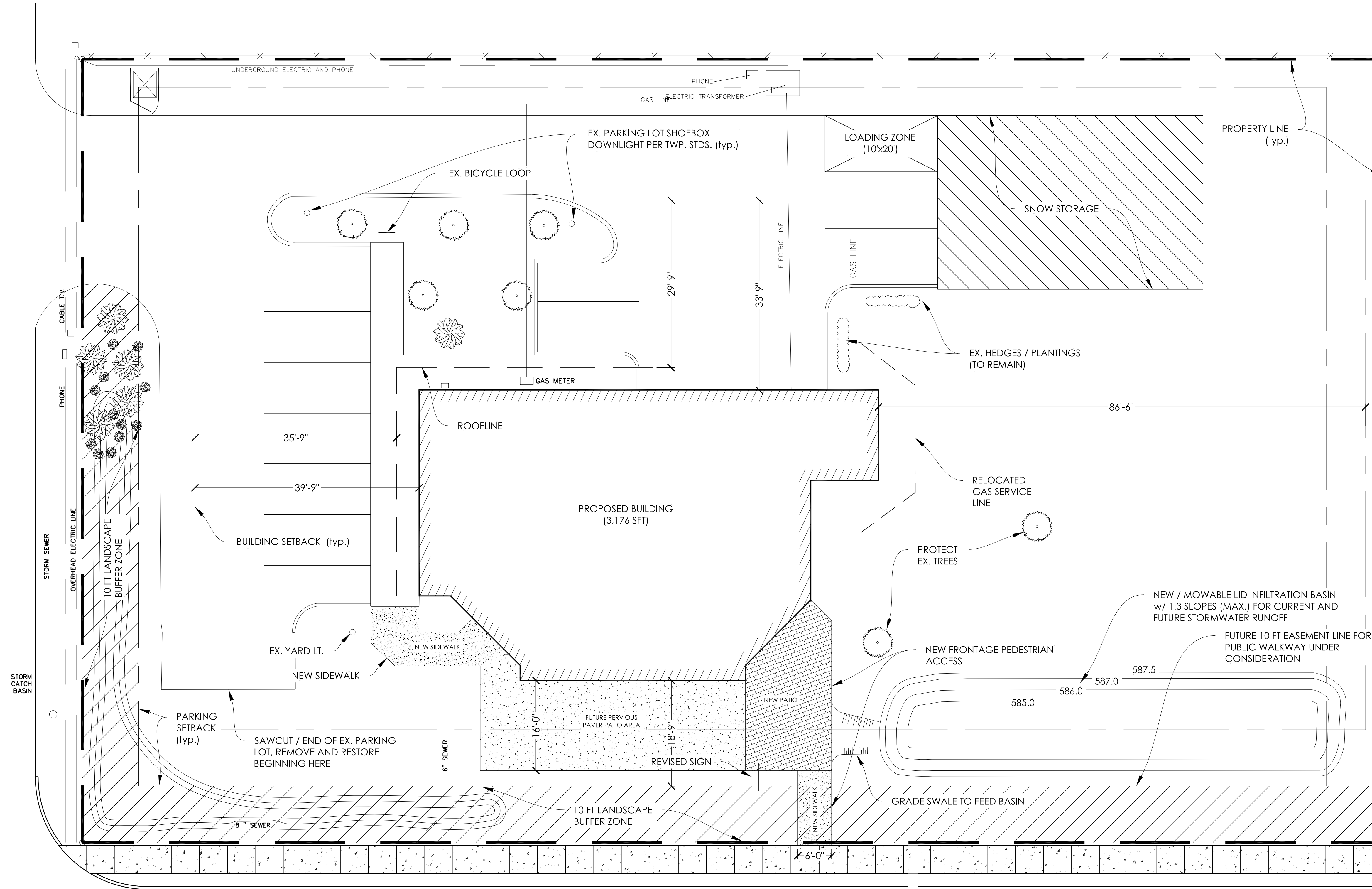
MICHIGAN UNIFIED KEYING SYSTEM

61	GEOTEXTILE SILT FENCE	USES GEOTEXTILE AND POSTS OR BALES MAY BE CONSTRUCTED OR PREPACKAGED EASY TO CONSTRUCT AND LOCATE AS NECESSARY	LTYPE: - - -
60	STORM DRAIN INLET PROTECTION	ROUND THE ENTRANCE TO A NEWLY CONSTRUCTED CATCH BASIN OR AN INLET THAT WILL CAPTURE RUNOFF FROM EARTH CHANGE ACTIVITY	

NOTES:

- ELEVATIONS SHOWN ON THESE PLANS ARE U.S.G.S.
- EXISTING UTILITIES SHOWN ON THESE SHEETS REPRESENT THE BEST INFORMATION AVAILABLE AT THE TIME THESE DRAWINGS WERE MADE. THIS DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY TO BE SATISFIED WITH THE EXACT LOCATION OF ALL UTILITIES ON THIS PROJECT SITE.

Q BUNKER HILL
(70' R/W)



PROPOSED INFILTRATION BASIN DESIGN CALCULATION - EXISTING CONDITIONS									
Site Location		Urban Diversions		Existing Percent Imperviousness		Existing Storm "C" Value		Storm Recurrence Interval (Yrs)	
Con. Drainage Area (Acres)		0.74		43%		0.50		2	
A	B	C	D	E	F	G	H	I	J
Duration (Minutes)	Duration (Hours)	2 Year Recurrence	2 Year Recurrence	2 Year Recurrence	2 Year Recurrence	2 Year Recurrence	2 Year Recurrence	2 Year Recurrence	2 Year Recurrence
5	0.08	0.33	1.37	1.46	487	4	482		
15	0.25	0.50	2.36	0.87	785	13	767		
30	0.50	0.75	3.50	0.77	924	17	769		
60	0.50	0.84	1.69	0.62	1,134	26	1,088		
90	0.67	0.92	1.85	0.48	1,188	30	1,213		
120	0.83	1.00	1.20	0.44	1,230	44	1,276		
150	1.00	1.25	1.00	0.40	1,420	50	1,299		
180	1.50	1.25	0.83	0.33	1,650	78	1,373		
210	2.00	1.30	0.68	0.31	1,700	106	1,400		
240	3.00	1.35	0.50	0.18	1,795	137	1,436		
300	6.00	1.78	0.30	0.11	2,349	214	2,035		
360	12.00	2.00	0.17	0.06	2,690	427	2,063		
1080	18.00	2.16	0.12	0.04	2,850	941	1,500		
1440	24.00	2.30	0.09	0.03	3,050	1,054	1,338		
Maximum Rec'd		2,065		CF		1,208		SFT	
Provided (Storage Vol. + Infiltration @ governing flow)		2,318		CF		1,208		SFT	
Excess Capacity		253		CF		1,208		SFT	

INFILTRATION BASIN DESIGN CALCULATION									
DATA		DESIGN							
2.318		INFILTRATION RATE							
0.033		TOTAL RAINFALL VOLUME (CU)							
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PROPOSED INFILTRATION BASIN DESIGN CALCULATION - PROPOSED CONDITIONS									
Site Location: Bunker Hill, Acme Twp.		Urban Diversions		Proposed Percent Imperviousness		Existing Runoff "C" Value		Storm Recurrence Interval (Yrs)	
Con. Drainage Area (Acres)		0.74		39%		0.48		25	
A	B	C	D	E	F	G	H	I	J
Duration (Minutes)	Duration (Hours)	2 Year Recurrence	2 Year Recurrence	2 Year Recurrence	2 Year Recurrence	2 Year Recurrence	2 Year Recurrence	2 Year Recurrence	2 Year Recurrence
5	0.08	0.59	2.33	2.49	788	9	760		
15	0.25	0.87	3.25	1.81	1,096	18	1,079		
30	0.50	1.00	4.24	1.48	1,336	26	1,309		
60	0.50	1.50	3.00	1.17	1,638	35	1,603		
90	0.50	1.52	3.04	1.06	1,655	33	1,682		
120	0.67	1.70	3.35	0.85	1,842	71	2,071		
150	0.83	1.90	2.28	0.80	2,384	88	2,306		
180	1.00	2.00	2.01	0.50	2,531	106	2,407		
210	1.50	2.25	1.50	0.33	2,835	159	2,676		
240	2.00	2.50	1.50	0.44	3,100	132	3,051		
300	6.00	2.85	0.84	0.33	3,541	318	3,223		
360	12.00	3.10	0.58	0.18	3,989	589	3,244		
420	18.00	3.50	0.30	0.10	4,524	1,271	3,243		
480	24.00	3.80	0.17	0.07	4,786	1,066	2,881		
1440	24.00	3.94	0.16	0.06	4,965	1,042	2,423		
Maximum Rec'd		3,334		CF		1,042		SFT	
Provided (Storage Vol. + Infiltration @ governing flow)		5,281		CF		1,042		SFT	
Excess Capacity		1,947		CF		1,042		SFT	

INFILTRATION BASIN DESIGN CALCULATION									
DATA									
3.94	INCHES x FEET								
4.68	TOTAL INFILTRATION VOLUME								
0.00	% OF INFILTRATION CAPACITY								
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Urban Diversions				Proposed Percent Imperviousness				39%
Location: Bunker Hill, Acme Twp.				Existing Storm "C" Value				0.48
Storm Recurrence Interval (Yrs)				Storm Recurrence Interval (Yrs)				20
Con. Drainage Area (Acres) = 0.74								
A	B	C	D	E	F	G	H	
Duration (Minutes)	Duration (Hours)	2 Year Recurrence Infiltration (in/hr)	2 Year Recurrence Runoff (in/hr)	2 Year Recurrence Runoff (in/hr)	2 Year Recurrence Infiltration (in/hr)	2 Year Recurrence Runoff (in/hr)	2 Year Recurrence Infiltration (in/hr)	2 Year Recurrence Runoff (in/hr)
5	0.08	0.76	3.06	3.17	951	9	863	
15	0.25	1.13	4.66	2.33	1,399	18	1,381	
30	0.50	1.35	5.95	1.88	1,701	26	1,675	
60	0.50	1.60	4.80	1.48	2,016	35	1,981	
90	0.50	1.59	4.84	1.44	2,419	33	2,366	
120	0.67	2.20	3.30	1.16	2,772	71	2,701	
150	0.83	2.40	2.08	0.81	3,024	86	2,706	
180	1.00	2.60	2.60	0.93	3,276	106	3,170	
210	1.50	2.80	1.87	0.65	3,528	159	3,160	
240	2.00	3.28	1.64	0.37	4,133	222	3,071	
300	6.00	3.73	1.04	0.40	4,700	388	3,040	
360	12.00	4.26	0.73	0.25	5,284	635	4,658	
420	18.00	4.78	0.46	0.14	6,086	1,271	4,610	
480	24.00	5.25	0.28	0.10	6,436	1,005	4,530	
1440	24.00	5.30	0.22	0.08	6,552	1,042	2,400	
				Maximum Rec'd		4,858		CF
				Provided (Storage Vol. + Infiltration @ governing flow)		4,858		CF
				Excess Capacity		0		CF
				Storm Recurrence Interval (Yrs)		20		
INFILTRATION BASIN DESIGN CALCULATION								
DATA:				Maximum Rec'd: 4,858 CF				
5.20 INCHES @ 24"HR				SFT				
5.00 TOTAL INFILTRATION VOLUME (CU)				SFT				
4814 CF OF PROPOSED INFILTRATION BASIN VOLUME				SFT				
5000 SFT OF EXISTING INFILTRATION BASIN VOLUME				SFT				
EXCESS STORAGE VOLUME (SFT) = 1586 SFT				SFT				
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GRADING NOTES:

MATCH EXISTING

GRADES

STORMWATER MAINTENANCE:

- INFILTRATION BASIN AREAS ARE TO BE MAINTAINED FROM WITHIN THE SITE LIMITS.
- BASINS WILL BE INSPECTED AND CLEANED OF SILT AND DEBRIS EACH SPRING AND FALL.
- SEDIMENT WILL BE CLEANED WHEN REQUIRED.
- SEDIMENT IS REQUIRED TO BE REMOVED FROM INFILTRATION BASINS WHEN IT REACHES A DEPTH OF 50% OF THE SWALE DEPTH OR 12 INCHES, WHICHEVER IS LESS.

SITE PLANS HAVE BEEN PREPARED UNDER THE SUPERVISION OF JAMES B. SCHIFFER, P.E. #45737:

JAMES B. SCHIFFER
ENGINEER
45737

GRADING NOTES:

MATCH EXISTING GRADES

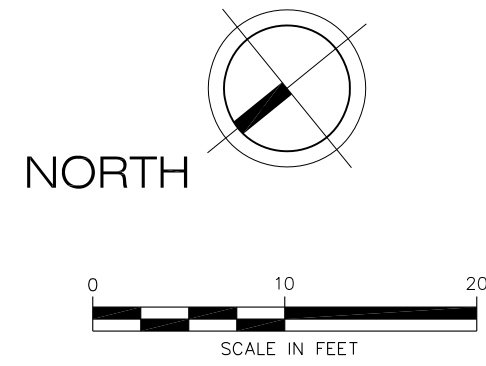
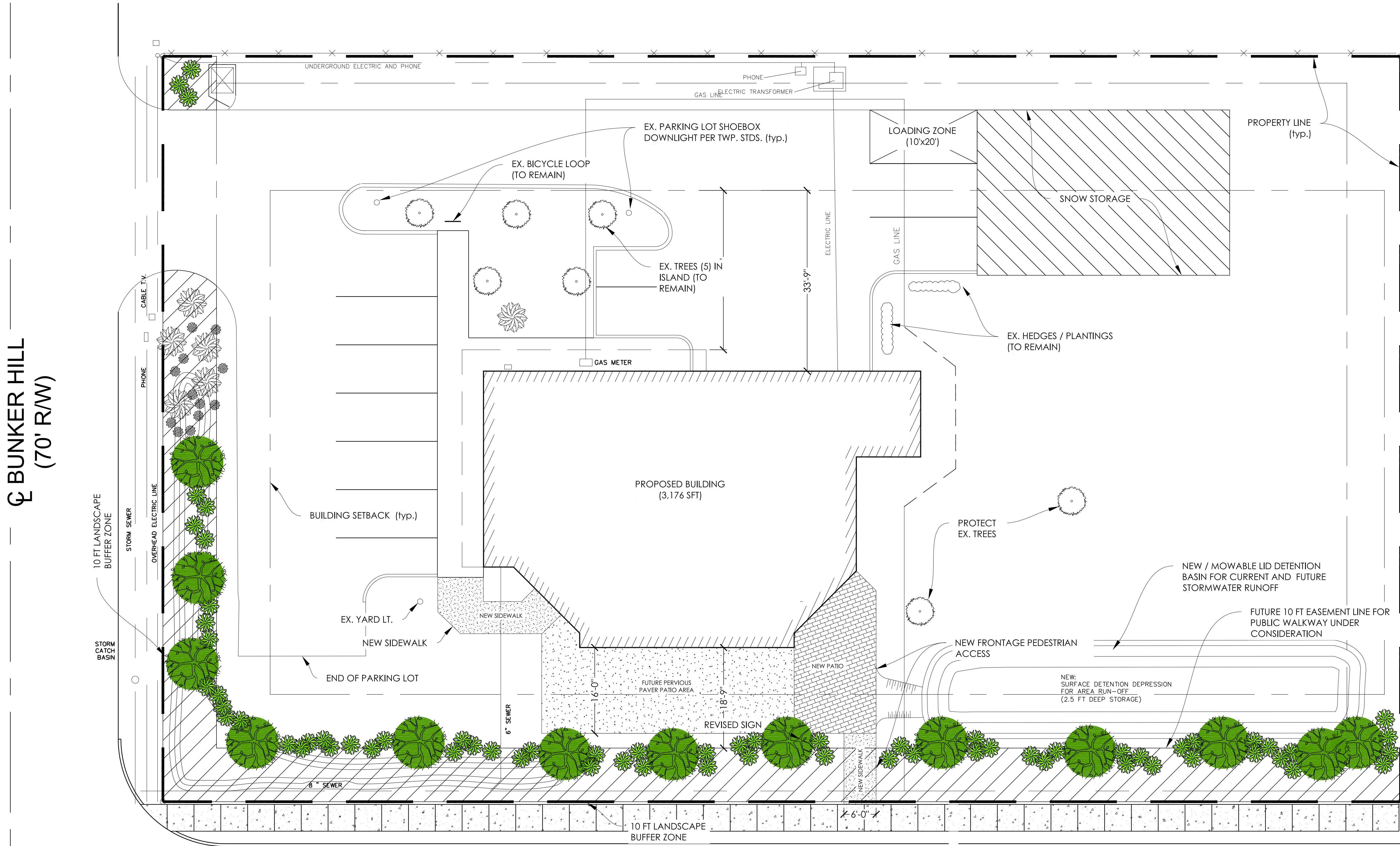
THE SCHIFFER GROUP, INC.
ENGINEERING
THE WOLVERINE BLDG., 1011 E. EIGHTH
TRAVERSE CITY, MI 49606
231.360.6190

CLIENT: URBAN DIVERSIONS
PROJECT: 1712008
PROJECT MGR: JBS
ENGINEER: CPW
CAD FILE: 1712008-001
EDIT: JBS03132018
DRAWING SCALE: 1" = 10'
PLOT SCALE: 1:1, 24x36
SHEET NO. C2.0

5300 BUNKER HILL RD., ACME TOWNSHIP
TRAVERSE CITY, MICHIGAN
URBAN DIVERSIONS

PROPOSED SITE PLAN

☐ BUNKER HILL
(70' RW)



TREE & SHRUB SCHEDULE FOR LANDSCAPED BUFFER ZONES (OWNER TO SELECT AN ASSORTMENT FROM THIS LIST OF ACME TOWNSHIP ACCEPTED SPECIES)			
PLANT	ABBREV.	SCIENTIFIC NAME	COMMON NAME
SMALL TREE<30'	(AP)	ACER PENNSYLVANICUM	MAPLE, STRIPED
SMALL TREE<30'	(CP)	DRACOPAGUS PUNCTATA	HAWTHORN, DOTTED
SMALL TREE<30'	(AA)	AMELANCHIER ARBOREA	SERVICEBERRY, SHADOBLO
SMALL TREE<30'	(CZ)	CARPINUS CAROLINIANA	MUSCLEWOOD
SMALL TREE<30'	(AS)	SPICATUM	MAPLE, MOUNTAIN
SHRUB	(AL)	COMPANIA PEREGRINA	SWEET- FERN
SHRUB	(A)	DIERVILLA LONICERA	HONEYSUCKLE, BUSH
SHRUB	(P)	JUNIPERUS HORIZONTALIS	JUNIPER, GROUND
SHRUB	(W)	SALIX EXIGUA	WILLOW, SANDBAR
SHRUB	(M)	MYRICA GALE	SWEET GALE

OPEN (UNPAVED) FRONTAGE = 314 LF, THEREFORE:
REQD NBR OF TREES = 13
REQD NBR OF SHRUBS = 455

*NOTE: THE EXISTING PLANTINGS AT THE BUNKER HILL ENTRANCE AND THE EXISTING SHRUBS AT THE FRONT OF THE BUILDING WILL BE USED AS PART OF THIS REQD QTY.

- GENERAL NOTES:
- SCREENING PLANTINGS WILL BE KEPT AS CLOSE TO THE BUFFER ZONE AS IS PRACTICAL (I.E.: STAYING OUT OF THE INFILTRATION BASIN, ETC.)
 - PLANTINGS WILL BE INDICATED AS REQUIRED TO MAINTAIN HEALTHY GROWTH
 - PLANTS THAT DO NOT THRIVE WILL BE REPLACED AT NO COST TO THE OWNER
 - TREES TO BE SELECTED WILL BE COLUMNAR AND OF MODERATE HEIGHT WITH 25" CALIPER (MIN.)
 - SHRUBS TO BE SELECTED TO HAVE 18" SPREAD (MIN.)
 - THE EXISTING PLANTINGS AT THE BUNKER HILL ENTRANCE AND THE EXISTING SHRUBS AT THE FRONT OF THE BUILDING WILL BE USED AS PART OF THIS REQD QTY.



EXISTING CONDITIONS LOOKING SOUTH



EXISTING CONDITIONS LOOKING EAST/NORTHEAST

☐ US-31
(76' R/W)

NO.	DESCRIPTION	DATE	BY	APP.
1	INITIAL CONCEPT REVIEW	01/22/2018	OWN	
2	ACME TWP. LAND USE & ZONING PERMIT REVIEW	01/24/2018	AB	
3	REVISED PER ACME TWP. 02/21/2018 REPORT	02/28/2018	AB	
4	REVISED PER ACME TWP. 03/14/2018 MTC AGENDA NOTES	03/17/2018	AB	

5300 BUNKER HILL RD., ACME TOWNSHIP
TRAVERSE CITY, MICHIGAN
URBAN DIVERSIONS

PROPOSED LANDSCAPE PLAN

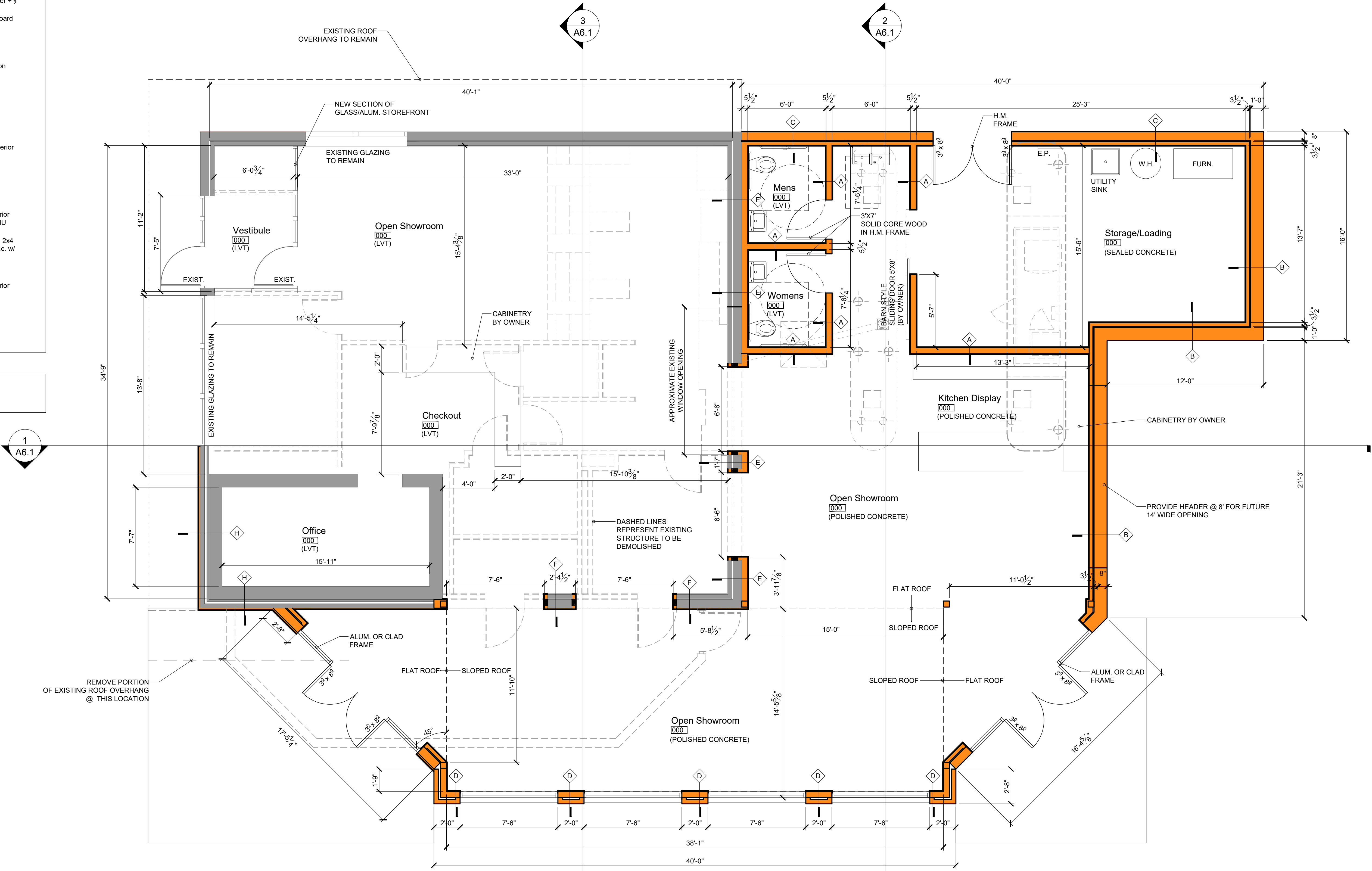
CLIENT	URBAN DIVERSIONS
PROJECT	1712008
PROJECT MGR.	JBS
ENGINEER	CPW
CAD FILE	1712008-001
EDIT	05/03/2018
DRAWING SCALE:	1" = 10'
PLOT SCALE:	1:1, 24x36
SHEET NO.	

C3.0

WALL TYPE KEY

A		2x6 interior wood framing @ 16" o.c. w/ 5/8" gyp. board @ each side
B		12" exterior CMU block w/ 1" airspace + air & moisture barrier + 3/4" sheathing + 2x4 wood interior framing @ 16" o.c. w/ 5/8" gyp board at interior face
C		8" exterior CMU block w/ 1" airspace + air & moisture barrier + 3/4" sheathing + 2x4 wood interior framing @ 16" o.c. w/ 5/8" gyp board at interior face
D		4" exterior brick veneer w/ 2" airspace + air & moisture barrier + 3/4" sheathing + 2x6 interior wood framing @ 16" o.c. w/ 5/8" gyp board @ interior face
E		2x6 wood framing @ 16" o.c. on existing wall structure
F		Existing exterior wall w/ 7/8" hat channel w/ 5/8" gyp board @ exterior block side
G		Corten metal panel on 2x exterior wood furring on 8" exterior CMU block w/ 1" airspace + air & moisture barrier + 3/4" sheathing 2x4 wood interior framing @ 16" o.c. w/ 5/8" gyp board at interior face
H		Corten metal panel on 2x exterior wood furring on existing wall structure

NOTES:
A. TYPICAL CEILING TO BE EXPOSED STRUCTURE (PAINTED)



Proposed Floor Plan
SCALE: 1/4" = 1'-0"

NEW ADDITION - 1929 S.F.

ISSUES:	DATE:	DESCRIPTION:
	12-7-17	Preliminary
	12-12-17	
	12-22-17	
	1-4-18	
	1-19-18	
	2-19-18	
	2/20/18	

environmentalarchitects

Addition / Renovations
Urban Diversions

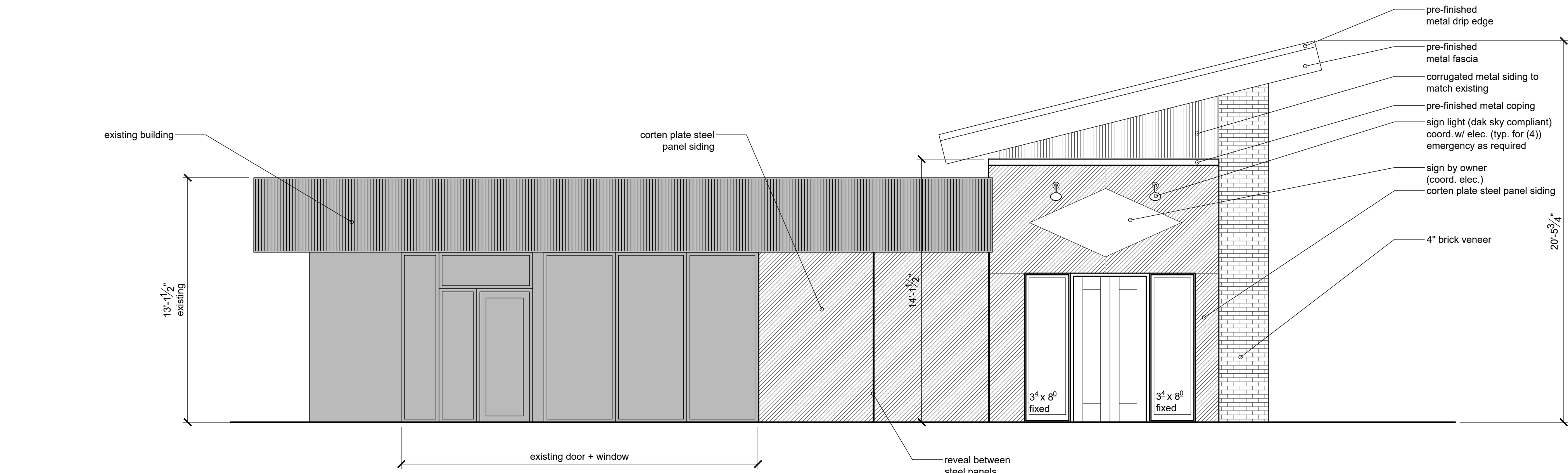
1729
430 S Union St
Traverse City, MI 49684

Floor Plan

call 231.946.1534
fax 231.491.9772
215 washington street, suite 1a
traverse city mi 49684
www.ea-arch.com

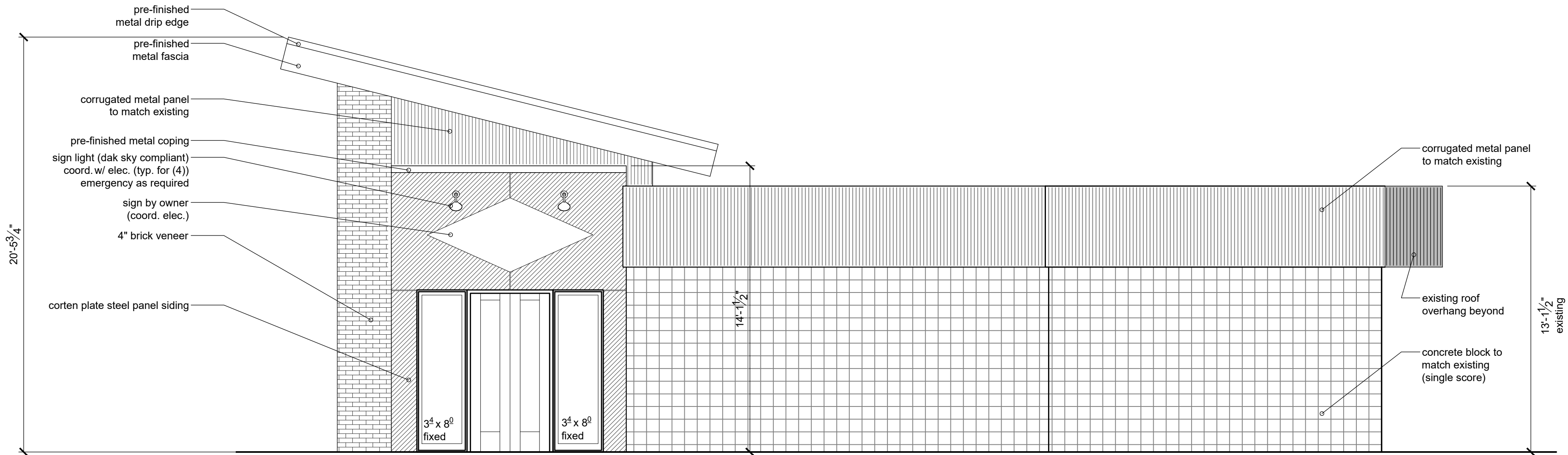
A3.1

ISSUES:	
DATE:	DESCRIPTION:
12-7-17	Preliminary
12-12-17	----
12-22-17	----
1-4-18	----
1-19-18	----
2-19-18	----
----	----
----	----
----	----
2/20/18	----



North Elevation

SCALE: 1/4" = 1'-0"



South Elevation

SCALE: 1/4" = 1'-0"

environmentalarchitects

Addition / Renovations
Urban Diversions

1729
430 S Union St
Traverse City, MI 49684

Exterior Elevations

call 231 946 1554
fax 231 491 9772
215 washington street, suite 1a
traverse city mi 49684
www.ea-arch.com

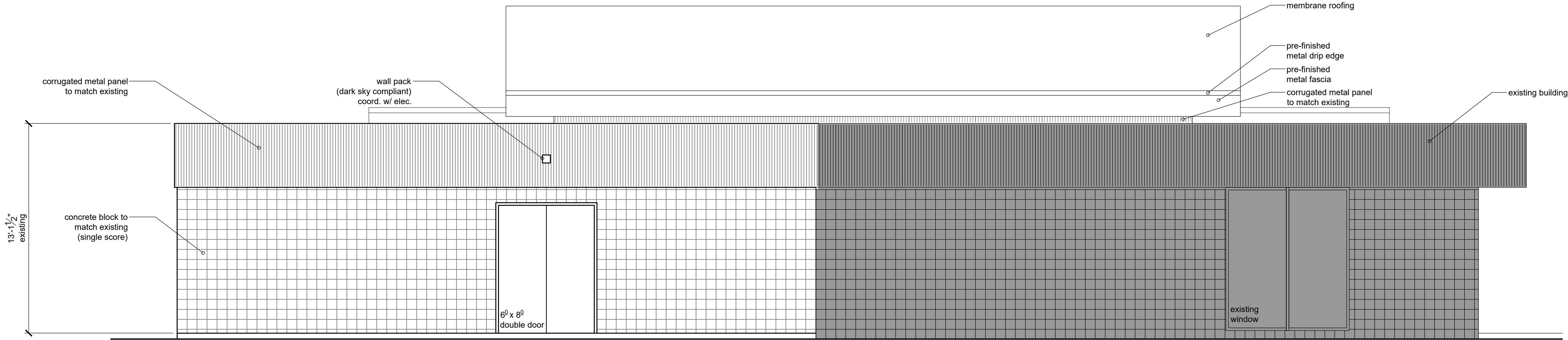
A5.1

ISSUES:	
DATE:	DESCRIPTION:
12-7-17	Preliminary
12-12-17	----
12-22-17	----
1-4-18	----
1-19-18	----
2-19-18	----
----	----
----	----
----	----
2/20/18	----

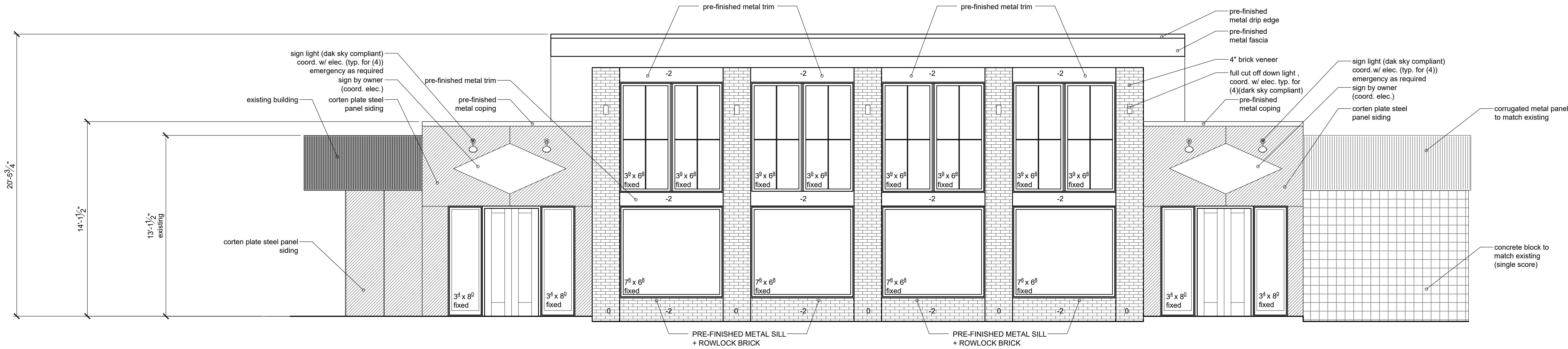
NOTES
Glazing = 347.12 s.f.
Total s.f. between
2' & 8' = 451.48 s.f.
347.12/451.48= 76%



Glazing Percentage
SCALE: 1/4" = 1'-0"



East Elevation
SCALE: 1/4" = 1'-0"



West Elevation
SCALE: 1/4" = 1'-0"

environmentalarchitects

Addition / Renovations
Urban Diversions

1729
430 S Union St
Traverse City, MI 49684

Exterior Elevations

call 231.946.1534
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215 washington street, suite 1a
traverse city mi 49684
www.ea-arch.com

A5.2



TECHNICAL MEMORANDUM

5300 Bunker Hill Road – Urban Diversions

To: Shawn Winter, Zoning Administrator
Jay Zollinger, Supervisor

Date: March 9, 2018

From: Robert Verschaeve, P.E.

Re: 5300 Bunker Hill Road – Urban Diversions

This review is being provided as requested by Acme Township and is limited to storm water control measures only for the referenced project in accordance with Ordinance No. 2007-01 Acme Township Storm Water Control Ordinance. The proposed site is a commercial use and is within 500 feet of East Bay and therefore falls under Acme Township's Storm Water Control Ordinance. Other items such as soil erosion and sedimentation controls will need to be reviewed and permitted through the appropriate agency having jurisdiction.

The plans that were provided for review include sheets C1.0 (Rev 2 dated 1-26-2018) and C2.0 (Rev 3 dated 2-28-2018) Plans were prepared by The Schiffer Group, Inc. Calculations and data provided for review are included on the plan drawings.

The plans depict a change of use of the site at 5300 Bunker Hill Road from a former bank building to a retail use. Modifications to the site include removing the continuous paved drive through, new sidewalk and patios, and minor enlargement to the building footprint. The overall site is 32,080 sft (.74 acre). The proposed modifications would result in a net decrease in impervious area from 13,645 sft to 12,391 sft. There are currently two storm water retention areas; one at the north corner of the property and the other east of the drive through pavement. The proposed plans show enlarging the basin east of the drive through. Soils identified on the site include Lake Beach Eastport Sand (LeB) and Croswell Loamy Sand (CpA) from the USDA NRCS soil survey for the site. Areas for the building, parking lot, and infiltration basin were scaled from the plans and found to match the areas used in the calculations.

Since the proposed plans indicate infiltration basins to handle storm water, this review is thus completed with respect to the Infiltration/Retention System section of the Ordinance. The items listed and reviewed from this section are as follows:

a. Physical Feasibility

Infiltration basins are appropriate for the soils identified on the plans from the USDA NRCS soil survey. No test holes were completed at the site.

b. Design Criteria

i. Volume

The calculations shown on the plans calculate runoff from the site for the 2yr storm with existing conditions, the 25-year storm with proposed conditions, and the 100-year storm with proposed conditions. These calculations account for .5

inch/hr of infiltration. A maximum of .52 in/hr is allowed in other sections of the ordinance without geotechnical investigation.

The plans indicate there is a total of 4,131 cft of physical volume between the two retention areas. The calculation for the 25-year storm indicates a maximum runoff of 3,334 cft. If the amount of infiltration calculated is included in the runoff, the volume is 3,969 cft and can be contained in the on-site retention areas.

The calculation for the 100-year storm slightly exceeds the noted retention area volume. Since there is public storm sewer directly adjacent to this property and potential discharge from the property at the 100-year storm level, or greater, would flow to this storm sewer and not flood neighboring property, the proposed retention volume appears adequate. Additionally, the areas where pavement is removed from could provide additional buffering and infiltration area on site.

ii. Maximum Drain Time

Calculations are required to show the basin drains completely within 72 hours. The calculations on the plans should be updated to reflect the maximum drain time.

iii. Underground Infiltration & Retention

The proposed system is not underground and the requirements of this section are met.

iv. Construction

Applicant is advised of the general requirements of this section to use low earth pressure equipment and to avoid compacting soil in the basin area.

v. Snow Storage

Snow storage shall not displace more than 50% of the storage volume or impeded drainage through the system. The applicant has identified snow storage areas outside of the infiltration basin.

c. Treatment Criteria

The requirement for this site is a sediment forebay or equivalent. The additional green space created with the removal of pavement will be considered equivalent since it is relatively flat, slows runoff, and provides additional area for infiltration.

d. Controls

No inlet pipes are proposed. Runoff is collected via sheet flow and a spillway. No outlet is proposed.

e. Erosion Control

Typical temporary and permanent erosion controls are shown on the plans. A soil erosion permit will be required by Grand Traverse County.

f. Geometry

The proposed geometry meets this section.

g. Public Safety

The contours shown on the plans measure at a 2H:1V slope. This exceeds the side slope requirements of 3H:1V for maximum steepness.

The basins are relatively shallow with water depths of 2.5 feet noted. No special treatments or fencing are required.

h. Maintenance

The basin areas appear accessible for maintenance from within the site. Sediment is required to be removed from infiltration basins when it reaches a depth of 50% of the swale depth or 12 inches, whichever is less. A note needs to be included on the plan identifying that the basins will be inspected and cleaned of silt and debris each spring and fall and that the sediment will be cleaned when required.

The storm water controls for this site are typical for similar sites that can be found in Acme Township and Grand Traverse County. The storm water control plan for this site can be approved subject to the following items previously mentioned being addressed:

1. Provide calculations for the maximum drain time of the basins.
2. Revise the side slopes of the basins to not exceed 3H:1V.
3. Add the maintenance note to the plans.

UPDATE - March 13, 2018: Revised plans (Rev. 4 dated 3-13-18) have been provided. The three items noted above have been addressed.



GRAND TRAVERSE METRO FIRE DEPARTMENT

FIRE PREVENTION BUREAU

897 Parsons Road ~ Traverse City, MI 49686
Phone: (231) 922-2077 Fax: (231) 922-4918 ~ Website: www.gtfire.org Email: info@gtfire.org

SITE PLAN REVIEW RECORD

ID # M6372

DATE: 2/15/18

PROJECT NAME: Urban Diversions

PROJECT ADDRESS: 5300 US 31 North

TOWNSHIP: Acme

APPLICANT NAME: Dale or Teresa Campbell

APPLICANT COMPANY:

APPLICANT ADDRESS: 6105 Brackett Rd.

APPLICANT CITY: Williamsburg

STATE: MI ZIP: 49690

APPLICANT PHONE # 946-6600

FAX #

REVIEW FEE: **\$75.00**

Reviewed By: Brian Belcher Assistant Chief/ Fire Marshal

This review is based solely on the materials submitted for review and does not encompass any outstanding information. Compliance with all applicable code provisions is required and is the responsibility of the permit holder. Items not listed on the review do not negate any requirements of the code nor the compliance with same. Inspection requests must be made a minimum of 48 hours prior to needed inspection. This plan review is based on the 2012 International Fire Code, as adopted.



GRAND TRAVERSE METRO FIRE DEPARTMENT

FIRE PREVENTION BUREAU

897 Parsons Road ~ Traverse City, MI 49686
Phone: (231) 922-2077 Fax: (231) 922-4918 ~ Website: www.gtfire.org Email: info@gtfire.org

SITE PLAN REVIEW

ID # M6372

DATE: 2/15/18

1. 505.1 Address identification.

New and existing buildings shall be provided with approved address identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property. Address identification characters shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be not less than 4 inches (102 mm) high with a minimum stroke width of 1/2 inch (12.7 mm). Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate emergency response. Where access is by means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address identification shall be maintained.

Project may proceed with township approval process.

EARTH CHANGE PERMIT

GRAND TRAVERSE COUNTY
Soil Erosion & Sedimentation Control Department
2650 LaFranier Road
Traverse City, MI 49686
(231) 995-6042

Permit No. 25106 Township ACME

Address 5300 US 31 N

Section No. 3 Town 27N Range 10W

Date of Issue 2/5/18 Date of Expiration 2/5/19

EROSION and SEDIMENTATION CONTROL
PART 91 OF ACT 451, P.A. 1994, as amended)

GRAND TRAVERSE COUNTY SOIL EROSION
AND SEDIMENTATION CONTROL ORDINANCE (as amended)

Gwendolyn Zagore
Inspector

PLEASE POST PERMIT VISIBLE FROM STREET OR HIGHWAY.

GTC. 587
Rev. 11/13

Located at: 5300 US 31 NORTH
In ACME Twp, Sect 3 Town 27N Range 10W Lot # 3 Block
Sub:
Property Tax #: 28 - 01 - 103 - 087 - 00

Permit Conditions:

1. The permitted activity shall be completed in accordance with the approved plans and specifications, and the following general conditions.
2. This permit does not waive the necessity for obtaining all other required federal, state, or local permits.
3. Permittee shall notify the permitting agency within one week after completing the permitted activity or one week prior to the permit expiration date, whichever comes first.

General Conditions:

In accordance with Rule 1709 promulgated under the authority of Part 91, Soil Erosion and Sedimentation Control, of the natural Resources and Environmental Protection act, 1994 PA 451, as amended, and in addition to the information on the attached plan(s) and special conditions, the following general conditions apply to the earth change authorized by this permit.

- Design, construct, and complete the earth change in a manner that limits the exposed area of disturbed land for the shortest period of time.

Gwendolyn Zagore
Signature

THIS PERMIT ALONG WITH THE SITE PLAN MUST BE POSTED AT THE PROJECT SITE
Continued on Next Page



GRAND TRAVERSE COUNTY ENVIRONMENTAL HEALTH WELL & SEPTIC STATUS FORM - \$25

☐ DEMOLITION ☒ REMODEL ☒ ADDITION ☐ HOME REPLACEMENT ☐ _____

Property Address: 5300 US 31 N. Williamsburg MI 49690

Property Tax ID: 28.01-103-087-00 Township: Arden

Owner Name: Dale + Teresa Campbell Owner Phone: 616-635-7522

Owner Address: 6105 Brackett Rd. Williamsburg 49690

Contractor's Name: Grand Traverse Construction Contractor Phone: Derek Purjel 231-649-0986

Contractor's Address: 1714 Northern Star Dr Traverse City 49696

Please include a brief summary of the proposed changes to the property. For residential, please include current bedrooms, proposed bedrooms and whether or not the property has/will have a garbage disposal. For commercial, please state number of bathrooms, employees, and max customers/day.

Remodel existing building 1500 sq ft. Add
on 2500 sq ft. Replace current bathrooms
with 2 conforming
⇒ 4 Employees Max customers per day 25
Use - Furniture Retail Store

Teresa Campbell
Signature of Owner/Contractor

2.6.18
Date

GRAND TRAVERSE COUNTY DEPARTMENT OF PUBLIC WORKS
2650 LAFFRANIER ROAD
TRAVERSE CITY MI 49686-8972
PHONE (231) 995-6039
FAX (231) 929-7226
pubworks@grandtraverse.org

APPROVED

FEB 13 2018

By [Signature]

NON RESIDENTIAL APPLICATION

APPLICATION FOR: SEWER CONNECTION-WATER CONNECTION-OR BOTH please circle one.

Acme 28.01.103.087.00 2-6-18
TOWNSHIP PROPERTY TAX NUMBER DATE
Bldg/Unit/Lot No. 5300 US 31 W Williamsburg
CITY Williamsburg MI ZIP 49690

NAME OF BUSINESS Urban Diversions

PROPERTY OWNER'S NAME(S) Dale + Teresa Campbell
ADDRESS 605 Brackett Rd Williamsburg MI
PHONE # 231 946 6600 FAX # 231 946 6693 CELL # 616 633 7522

ADDRESS TO MAIL USAGE BILLS: Use Owner address X
Use another mail to address: _____

PROPERTY USE: COMMERCIAL X INDUSTRIAL _____ OTHER _____

NEW BUILDING: addition to or EXISTING BUILDING: X
IS THERE A BASEMENT? (Yes or No) (No) IF YES, BE SURE TO SUBMIT THE BASEMENT FLOOR PLAN.

IF THIS IS A NEW BUILDING: NAME OF BUILDER/CONTRACTOR Grand Traverse Construction
ADDRESS OF BUILDER/CONTRACTOR 1714 Northern Star Traverse City
PHONE # 231 929 1000 FAX # 231 929 4435 CELL # 231 649 0986

NAME OF EXCAVATOR/CONTRACTOR Grand Traverse Construction
(THE COMPANY THAT WILL BE MAKING THE CONNECTION TO THE WATER MAIN.)
ADDRESS OF EXCAVATOR _____
PHONE # _____ FAX # _____ CELL # _____

The Excavator must be bonded with the County DPW and have a current bond and registration on file. The permit will be issued with their name on it and lead location sheets will be provided if there are existing services. If not, the permit will provide instructions. All materials and installations must be according to County Specifications which can be found online at: <http://www.grandtraverse.org/DocumentCenter/Home/View/5148>

Who do we call when the fees/permit is ready? Dale or Teresa Campbell
616 633 7522

SEWER CONNECTIONS:
WILL YOUR WASTE BE STRONGER THAN HOUSEHOLD WASTE? NO (Yes or No)
IF YES-NOTE: ALL WASTE MUST COMPLY WITH THE UNIFORM SEWER ORDINANCE OF 1994 AS AMENDED 1996-ARTICLE 2-PROHIBITIONS AND LIMITATIONS ON WASTEWATER DISCHARGES.

WATER CONNECTIONS:
WHAT SIZE WATER SERVICE DO YOU NEED? Same existing N/A =
WILL THERE BE OUTDOOR IRRIGATION? (Yes or No) Yes Well
WHAT SIZE FIRE LINE WILL YOU BE INSTALLING? Same
WILL IT BE A SEPARATE LINE FROM THE DOMESTIC SERVICE? (Yes or No)

IF THIS IS AN EXISTING BUILDING ON A WELL SYSTEM, DO YOU WANT TO KEEP THE WELL FOR IRRIGATION ONLY?
(Yes or No) IF YES-PLEASE COMPLETE A PRIVATE WELL PERMIT _____
IF NO-The DPW can provide well abandonment instructions or refer you to the Health Department.

WHAT SIZE WATER METER DO YOU NEED? N/A
Attached is some information that may help you size the meter.

NOTE: YOU MAY NEED A PRESSURE REDUCING VALVE (PRV) IN YOUR HOME.
STATE PLUMBING CODE REQUIRES ANYTHING OVER 80 PSI TO HAVE A PRV.

GRAND TRAVERSE COUNTY DEPARTMENT OF PUBLIC WORKS
2650 LAFRANIER ROAD
TRAVERSE CITY MI 49686-8972
PHONE (231) 995-6039
FAX (231) 929-7226
pubworks@grandtraverse.org

We will need a site plan and floor plan submitted with the application which shows the areas of use.
If this is a re-evaluation for an addition or change in use, we will need a floor plan of the entire building.
The benefit fees are based on the size and use of the building, not the plumbing fixtures.

What is the total square footage of the building (outside wall to outside wall)? 4650

For restaurants, the floor plan needs to have the seats numbered.

Will the restaurant serve beer, wine, or other alcoholic beverages? _____

For Hair/nail/massage/tanning, the floor plan needs to show and have the chairs/stations numbered.

Please describe the primary use of the building (what your business is and what your business does).
Also describe any secondary use; if applicable.

Retail Furniture Store

A GREASE TRAP IS REQUIRED FOR ALL RESTAURANTS AND ESTABLISHMENTS THAT PREPARE FOOD.

AN INSPECTION MANHOLE IS REQUIRED FOR ALL NON-RESIDENTIAL BUILDINGS.

I hereby certify that this information and building description will be the use of the building and further understand that if the use changes in the future I will need to submit the changes for review.

THE FOREGOING INFORMATION IS CERTIFIED TO BE TRUE AND CORRECT.

BY OWNER OF PROPERTY

OWNER'S SIGNATURE Teresa J Campbell

PRINTED NAME Teresa J Campbell

SIGNATURE Teresa J Campbell

SIGNED IN THE PRESENCE OF WITNESS Julius Julius

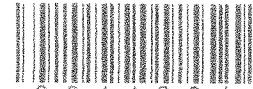
Checks will need to be payable to G. T. County DPW

The permit will expire 1 year from issue.

STATE OF
MICHIGAN
GRAND TRAVERSE CO
01/04/2018
2018R-00212



REAL ESTATE
TRANSFER TAX
311.30 CO
2,122.50 ST
TTX # 4134042



8 2 4 4 2 6 4
Tx:4134042

2018R-00212

STATE OF MICHIGAN

GRAND TRAVERSE COUNTY

RECORDED 01/04/2018 02:13:18 PM

PEGGY HAINES REGISTER OF DEEDS

PAGE 1 OF 2

Parcel# 28.01.103.087.00 By JB
STATE OF MICHIGAN, County of Grand Traverse at Traverse City I hereby
certify that there are no Tax Liens or Titles held by the State of any individual against the withi
description, and all taxes on same are paid for five years previous to the date of in.
instrument as appears by the records in my office. This does not cover taxes in the proces.
collections by Township, City or Village 1/4/18 Grand Traverse County, Treasur.

Stander COVENANT DEED

(2)
e The Grantor, CHEMICAL BANK, a Michigan banking corporation, of 333 E. Main St., Midland, Michigan 48640,
conveys to UD2 Properties, LLC, a Michigan limited liability company, of 6105 Brackett Rd., Williamsburg, MI
49690,

the following described premises located in the Township of Acme, County of Grand Traverse, and State of
Michigan:

That part of Government Lot 3, Section 3, Township 27 North, Range 10 West, Acme Township, Grand
Traverse County, Michigan, described as: Commencing at the Northeast corner of Government Lot 4 of said
Section 3; thence North 41°24' West, 573.54 feet; thence North 44°29' East, 60.00 feet to the point of
beginning; thence North 45°31' West, 150.00 feet; thence North 44°29' East along US-31 right of way, 230.08
feet to Bunker Hill Road; thence South 45°31' East, 145.00 feet; thence South 44°29' West, 230.08 feet to the
point of beginning,

PARCEL CODE: 01-103-087-00

for the sum of TWO HUNDRED EIGHTY THREE THOUSAND AND 00/100 (\$283,000.00) dollars as full
consideration. Subject to building and use restrictions of record. Grantor, for itself and its successors does
covenant, promise and agree, to and with Grantees, Grantee's heirs and assigns, that Grantor has not done or
suffered to be done anything whereby the premises hereby granted are, or may be, in any manner encumbered or
charged, except as herein recited; and that Grantor will forever defend title to the premises, against all persons
lawfully claiming or who may claim the same, by, through, or under Grantor but not otherwise.

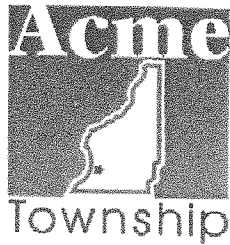
The Grantor grants to the Grantee the right to make All divisions of the above-described property under
Section 108 of the Land Division Act, Act No. 288 of the Public Acts of 1967, as amended. This property may
be located within the vicinity of farmland or a farm operation. Generally accepted agriculture and
management practices which may generate noise, dust, odors, and other associated conditions may be used
and are protected by the Michigan Right to Farm Act.

This conveyance is made subject to the express restriction that for a period of Five (5) years from the date of
this deed, the subject premises shall not be used to conduct any business providing financial services. For
purposes of this restriction, financial services includes, without limitation, the operation of a main or branch
office of a commercial bank, a mortgage bank, a mortgage broker, a credit union, a loan production office, or
any other business which involves the acceptance of deposits or the making of loans, the sale or brokerage of
insurance, the sale or brokerage of investment products or investment advice. This restriction shall run with the
land and violation shall entitle Grantor to pursue all available remedies, at law or in equity

Dated this 29th day of December, 2017.

CHEMICAL BANK, a Michigan banking corporation

Sandra D. Loomis
By: Sandra D. Loomis



Escrow Policy Acknowledgement

Township of Acme, Grand Traverse County, Michigan

6042 Acme Road, Williamsburg, MI 49690

Phone: (231) 938-1350 Fax: (231) 938-1510 Web: www.acmetownship.org
Planning & Zoning Administrator: Shawn Winter Email: swinter@acmetownship.org

I have read, and agree to abide by the Acme Township policy concerning escrow fees.

Name (please print): Teresa Campbell

Signature: Teresa Campbell Date: 1-26-18

Project Name: Urban-Diversions

Person/Company responsible for account (billing purposes):

Name: Urban-Diversions Date Campbell

Mailing Address: 430 S Union

City: Traverse City State: MI Zip Code: 49684

Phone Number: 231-946-6600 Fax Number: 231-946-6693

Email Address: tycamp619@aol.com

**ALL ESCROW CHARGES MUST BE CURRENT OR PROJECT WILL BE
REMOVED FROM AGENDAS AND NO ACTION WILL BE TAKEN.**

NO BUILDING PERMITS WILL BE ISSUED IF A BALANCE IS OWING.



Acme Township
6042 Acme Road
Williamsburg, MI 49690
(231) 938-1350

RECEIPT

Number: 23521
Cashier: NANCY

Date: 02/20/18
Received Of: URBAN DIVERSIONS
The Sum Of: \$175.00

CODE	DESCRIPTION	GL CREDIT	TENDER	CHECK #	AMOUNT
ZONF	ZONING FEES	101-000-608.001	Check 8136		\$175.00

-SPR 2018-01



ACME TOWNSHIP SITE PLAN REVIEW COMMITTEE
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
March 27th, 2017 9:00 a.m.

CALL TO ORDER: 9:01

ROLL CALL:

Committee Present: Wentzloff (PC Chair), Forgette (PC Alternate), Winter (Planning & Zoning Administrator)

Absent Excused: Feringa (PC Vice Chair)

Applicant Present: Jim Sommerfield

A. LIMITED PUBLIC COMMENT: Members of the public may address the Commission regarding any subject of community interest during public comment periods by filling out a Public Comment Card and submitting it to the Secretary. Public comments are limited to three minutes per individual. Comments during other portions of the agenda may or may not be entertained at the moderator's discretion

B. APPROVAL OF AGENDA:

C. INQUIRY AS TO CONFLICTS OF INTEREST:

D. CORRESPONDENCE:

E. OLD BUSINESS:

F. NEW BUSINESS:

1. Site Plan Review 2017-01, Jim Sommerfield

a. Storage Barn located at 6629 East Railway Commons

- Winter summarized the project as presented in the staff report. The proposed is allowed by right in the B-4 Material Processing and Warehousing District. Furthermore, the project satisfied the requirements to qualify for a site plan review by the administrative committee.
- Winter pointed out that there are conditions included in the suggested motion in the report that deal with items from the storm water review that need to be completed. Primarily, an infiltration test will need to be completed verify the storm basin can infiltrate at the proposed rate. If not the basin will need to be enlarged. Mansfield, the engineering firm that created the site plan, is scheduling Otwell Mawby to perform the task. Mansfield engineering will complete the work highlighted in the suggested motion from the township's engineer of record, who will then verify the results.
- The only other element is changing the white spruce trees to black spruce trees to accommodate the provision in the Zoning Ordinance that requires native plant species.
- Wentzloff asked about the condition requiring snow storage areas. Winter indicated that there was plenty of room and no issues with curbing. Forgette mentioned it just needed to be noted on the site plan.
- Winter mentioned there is no lighting on the plan, but if any was to be installed at a later date it would have to be compliant with the Zoning Ordinance

Motion by Wentzloff to approve the site plan submitted by Jim Sommerfield for a 5,760 sq ft storage barn located at 6629 East Railway Commons, subject to the following conditions as they relate to the storm water management system:

1. Provide an infiltration rate established with on-site testing and revised calculations based on that rate or revise the calculations and basin configuration to meet the Ordinance volume requirements.
2. Provide maximum drain time calculations to meet the Ordinance requirements.
3. Update the plan to show snow storage areas.

If you are planning to attend and are physically challenged, requiring any special assistance, please notify Cathy Dye, Clerk, within 24 hours of the meeting at 938-1350.

4. Update the plan with note(s) to meet the maintenance requirements of the Ordinance.

And:

1. Replace White Spruce (*Picea glauca*) to Black Spruce (*Picea mariana*) or other native plants provided by our Ordinance.

Second by Winter. Motion carries unanimously.

G. PUBLIC COMMENT

ADJOURN: 9:06