



VILLAGE OF LEXINGTON  
**Planning Commission Regular Meeting**  
Village Hall  
7227 Huron Avenue, Lexington, Michigan  
September 13, 2021  
7 p.m.

**Regular Meeting called to order at 7:00 p.m. by Chairperson Mike Ziegler**

**Roll Call** by Vicki Scott, Clerk

**Present-** Ziegler, Picot, Stencel, Macksey, McCombs, Morris, Fulton, Huepenbecker, Kaatz

**Absent –**

**Others Present –**Amos Williams, Peter Muoio, Ed Jarosz, and 23 citizens

**Approval of Agenda:** Motion by Morris, seconded by Macksey, to approve the agenda as amended to move New Business #1 & #2 before Old Business.

All ayes

Motion carried

**Approval of Minutes –**

Motion by Picot, seconded by Fulton, to approve the minutes of August 2, 2021, as presented.

All ayes

Motion carried

**Public Comment –** None

**Zoning Administrator Report –** Pierce explained there will be a ZBA hearing on October 5, 2021, at 7 p.m. regarding signage at 3 North Vine. He is working with the owner of 5472 Washington regarding the demo and new construction of a home. This may come before Planning next month. Picot asked about the process of a new home coming into the mobile home park. Kaatz asked about the continuing blight issues.

Motion by Macksey, seconded by Picot, to accept the Zoning Administrator report as presented

All ayes

Motion carried

**New Business:**

**1. Concept Review Lexington Superstand -** David Klawitter noted this facility would be carry-out only with ordering at a takeout window during the summer months to start. Members reviewed proposed renderings and asked questions about parking, possible traffic issues, current utilities, trash receptacles, the north alley area, and the facade. Klawitter noted this facility would be carry-out only with ordering at a takeout window during the summer months to start.

**2. Concept Presentation – Frasier Building Redevelopment –** Gus and Erica Llerenas (owners) and Brian Gill and Chris Westerlund (TDG Architects) answered questions during a PowerPoint presentation of the proposed redevelopment of 7235 Boynton. After the questions were answered, Westerlund asked the Commission if

they should continue moving forward with the next step ommenin the rendering process.

Motion by Morris, seconded by Huepenbecker that the planning commission supports moving forward with this project and looks forward to your next stage.

All ayes

Motion carried

Several citizens had comments and questions about the project. Chairperson Ziegler reminded them that the time for public comments is at the end of the meeting. Gus and Erica Llerenas and their architects offered to answer questions out in the hall.

### **Old Business:**

- 1. Update on Master Plan Implementation** – Huepenbecker handed out the report of the Steering Committee for Implementing the Master Plan.

Fulton will schedule a meeting of chairpersons of Village committees for October 28, 2021, at 8:00 p.m.

A new Village website is being developed. DDA is playing an active role. Trustee Doug Drouillard is the point of contact and is working with Paul Christy of EGO Detroit. EGO has done websites for Eaton Rapids and Frankfort among others. Fulton explained each committee will have a chance for input once we get further along.

Picot explained discussions with Clear Ideas about materials to promote and provide feedback on the Master Plan. The steering committee is asking for \$2,000 from the Planning Commission budget to fund two promotional pieces. Morris explained one is a single-page document and the other a four to eight-page pamphlet that can be read instead of reading the entire master plan. Discussion followed. Stencel asked if this is in the budget. Huepenbecker explained there are funds in the budget, but this is not in a specific line item for publications.

Motion by Ziegler, seconded by Macksey to have Clear Ideas develop a master plan promotional briefs not to exceed \$2,000. Discussion

Roll call:

Ayes: Ziegler, Macksey, Huepenbecker, Morris, Fulton, Picot, McCombs

Nays: Stencel, Kaatz

Motion carried

Picot reported he spoke with Chris Germain from MEDC. A group called CEDAM has a program where if we provide a place to work and \$6,000, they will pay the salary and benefits for 15 months for a person to work on items relating to economic development and certification for RRC.

- 2. Review of Bylaws** – Reviewed the changes recommended at previous meetings and a suggestion by Dave Picot for a training officer. Discussion followed.

**\*\*Kaatz leaves at 9:20 p.m.\*\***

Motion by Morris, seconded by McCombs to approve the bylaws with suggested changes and send them to Council for approval.

All Ayes

Motion carried

**Public Comment**

- Kimberly Tomczak commented on the parking issue regarding the proposed Frasier Redevelopment plans.
- Matthew Acre – commented that the traffic on Boynton when parents pick up Meyer School will increase with the proposed Frasier Redevelopment Plans.
- Peter Muoio – commented that the Frasier Building Redevelopment plans will all have to meet code.

**Adjournment** - Motion by Fulton, seconded by Stencel, to adjourn at 9:32 p.m.

All Ayes

Motion carried

Vicki Scott

Village Clerk

VILLAGE OF LEXINGTON  
**Planning Commission Special Meeting**  
Village Hall  
7227 Huron Avenue, Lexington, Michigan  
September 20, 2021  
7 p.m.

**Regular Meeting called to order at 7:04 p.m. by Chairperson Mike Ziegler**

**Roll Call** by Vicki Scott, Clerk

**Present-** Ziegler, Picot, Stencel, Macksey, McCombs, Morris, Huepenbecker

**Absent** – Fulton, Kaatz

**Others Present** –A. Williams, P. Muoio, L. Adams, K. Decoster, D. Klass, and 4 citizens

**Public Comment** – None

**New Business:**

1. **Design Guidelines – Kathleen Duffy (Smith Group)** – PowerPoint Presentation on design guidelines. Duffy explained you don't want the guidelines to over-regulate or under-regulate. This document will enhance the new Master Plan. The zoning ordinance is what is considered law as far as enforcement. The design guidelines will be used to promote the desired Village character. Often a DDA will use design guidelines when considering façade grants.

Duffy went through the presentation answering questions and getting feedback from commissioners. She will use the feedback to put together a more detailed draft copy for the Planning Commission.

\*\*Morris leaves at 8:45 p.m.\*\*

**Public Comment**

- Kimberly Tomczak commented on keeping the small business owners from being regulated by guidelines for high-end businesses.
- Larry Adams commented on what a great job Kathleen Duffy did.

**Adjournment** - Motion by Huepenbecker, seconded by McCombs, to adjourn at 9:00 p.m.

All Ayes

Motion carried

Vicki Scott  
Village Clerk

## Zoning Administrator Report

September 2021

Please find outlined below the activities of the Zoning Office through the month of September for the Village of Lexington:

A) Land Use Permits (issued):

- 1) Residential – 9 (new patio; new shed; new garage/porch; addition/deck (2); enclose deck/build addition; fence; driveway; new house; relocation of house)
- 2) Commercial – 1 (Foley’s Market/Martin Concrete – new step/rear entrance)
- 3) MHP – 3 (driveway; two new homes)

B) Sign Permits (pending/discussed) – 4 (Huntington Bank/Northern Sign Co.; 3 North Vine; Jeff’s Market; and Foley’s Market)

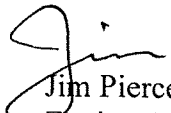
C) Complaints and Blight Concerns/Follow-up:

- 1) In process – 10
- 2) Completed or Resolved/ Progress – 5/4

Handled several meetings and phone calls servicing various inquiries and answering a variety of questions, including communications and/or meetings with:

- Assisting the owner and attorney of Jeff’s Market with their planned request for a rezoning of the Market property;
- Assisting the developer of the SuperStand with the follow-up to the Planning Commission’s points-of-concern/information for his final site plan approval;
- Follow-up site visit with Planning Commissioners and the Owner/ Developer of the major new proposed project called “The Complex” in a beautiful converted reuse of the old industrial building/property on Boynton Street in follow-up to the PC’s informal feedback at the last meeting;
- Assisting the 3 North Vines owners with the signage they desire for their terrific investment at 5475 Main Street – pending ZBA for one sign that exceeds what is permitted by Ordinance;
- DISH Network for new telecommunications facilities on Denissen Street; and
- Helping Mr. and Mrs. Diener with their request to build a new home on a cottage lot on Washington Street for review by the Planning Commission.

I hope this report is helpful and informative. If you have any questions or would like any additional information I will be happy to follow-up at any time individually or collectively. Thank you very much.

  
Jim Pierce  
Zoning Administrator

## **Report of the Steering Committee for Implementing the Master Plan –October 4, 2021**

On Monday, September 27, Dave Picot, Wil Morris, and Jackie Huepenbecker met with Melissa Anderson and Kait Miller (Clear Ideas) to discuss the Master Plan Promotional Briefs. They appeared to be well-prepared and had already read much of the plan and had many ideas and questions.

We discussed a survey of residents and business owners to gain their input on the area of priority for the next steps to take for implementing the plan. The survey will be on a google platform and be posted on the Village website. They have plenty of experience with surveys.

The booklet, which is likely be eight pages, will be ready in November, in time to share with the Village of Lexington Collaborative, the Implementation Committee of the chairpersons or designees of the various boards and standing committees in the village.

We discussed ways to distribute the one-page brief to Lexington business owners and residents.

Council approved the plan for the booklet and promotional brief at their meeting that same evening.

Date Completed \_\_\_\_\_

**Cottage Lot Design Review Checklist for:** \_\_\_\_\_ **(Applicant)**

**Address:** \_\_\_\_\_

Only complete design reviews are to be submitted to the Planning Commission. They should be available at least one week prior to its regular meeting.

Indicate the status of each item (as required in Section 3.4.1.4 of zoning ordinance) as follows:

- C Complies with all standards in the zoning ordinance
- X Does not comply with all standards in the zoning ordinance
- NA Does not apply

**Survey of Property**

\_\_\_\_\_ Current boundary survey depicting lot lines, easements, and required setbacks

**Site Plan Map that depicts the following for proposed dwelling:**

- \_\_\_\_\_ a. footprint and dimensions
- \_\_\_\_\_ b. proposed setbacks
- \_\_\_\_\_ c. lot coverage/floor area ratio
- \_\_\_\_\_ d. location
- \_\_\_\_\_ e. dimension and construction material of sidewalks
- \_\_\_\_\_ f. driveway/parking
- \_\_\_\_\_ g. accessory buildings
- \_\_\_\_\_ h. water and sewer lines
- \_\_\_\_\_ i. fences or other screening materials (proposed and existing)
- \_\_\_\_\_ j. location and setbacks of adjacent buildings

**Architectural Renderings and Building Plans for residential dwelling and accessory building that indicate:**

- \_\_\_\_\_ a. square footage
- \_\_\_\_\_ b. structural dimensions (including roof heights, access points, steps, porches, chimney, overhangs (or similar features)
- \_\_\_\_\_ c. exterior materials
- \_\_\_\_\_ d. related amenities

**Landscaping**

\_\_\_\_\_ Landscaping or other elements, unique topography, or natural features for consideration





## MEMORANDUM

To: Village of Lexington Planning Commission

From: Zoning Administrator Jim Pierce

Copy: Village Manager  
Village Clerk

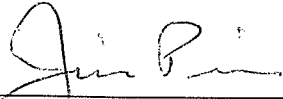
Subject: Construction of a single-family dwelling on a cottage lot!

To support and assist you with your design review of the new home proposed by David and Susan Diener at 5472 Washington Street, which will be constructed by Brown Builders, I have attached the following:

- 1) Boundary survey and site map of property and home including the issue of a smaller than permitted side-yard setback; specifically, the owners are requesting a three (3) foot side yard setback on the North property line, instead of five (5) feet for the house and garage. Also, requesting a six (6) foot rear yard setback from the current fence, which is 14 feet from the rear or West property line. The three (3) foot side setback is what the owners currently have now and will enable them to have a driveway.
- 2) Schedule of applicable regulations in Section 4.11 of the Lexington Zoning Ordinance; and
- 3) Letters of support from neighboring property owners and the former Village Manager.

As you know, you can use your discretionary authority to approve this highly positive investment in the Village, attaching any conditions you deem appropriate, or simply deny the request based on the fact that said request does not strictly and technically comply with all of the Cottage Lot "Schedule of Regulations"!

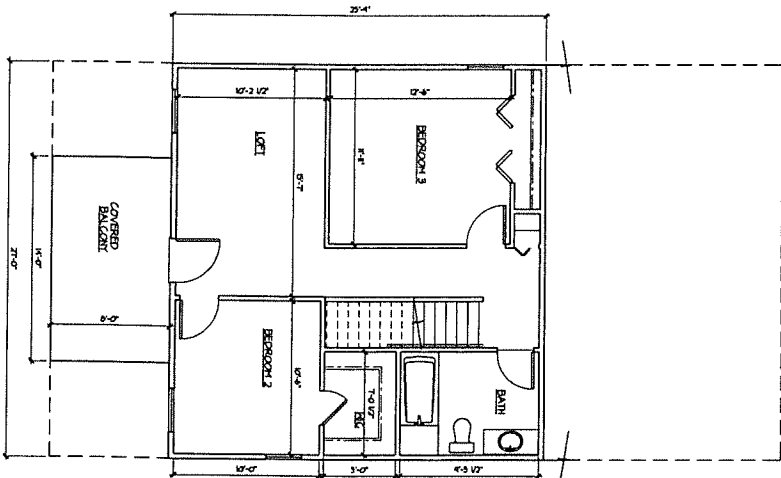
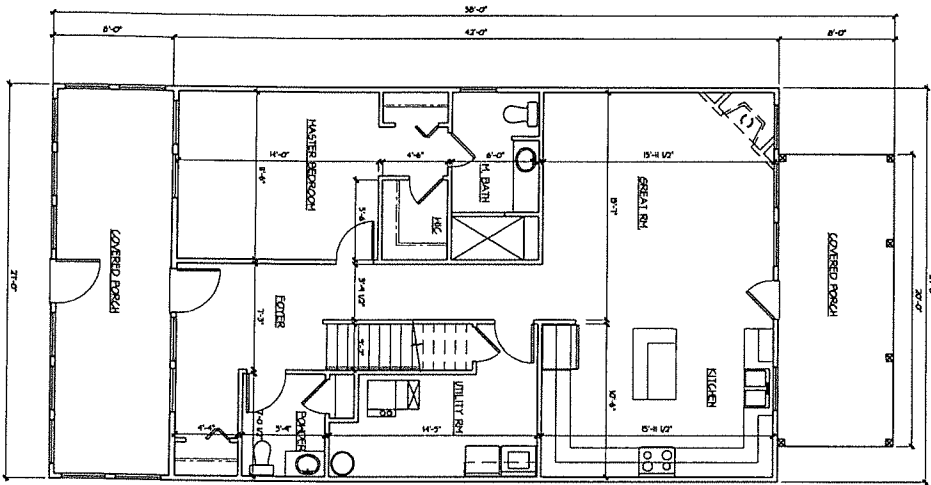
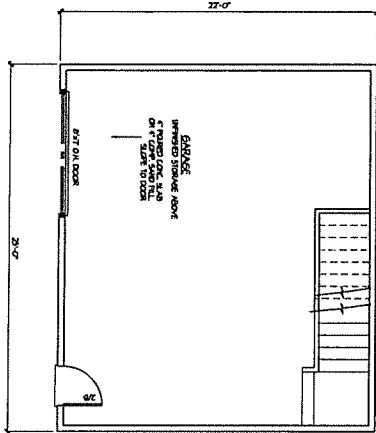
I hope all of this documentation is helpful. If I can provide anything further prior to or at the hearing I would, of course, be pleased to supply anything I can or answer any questions you may have of me. Thank you very much for your consideration of this request and submittal.

  
\_\_\_\_\_  
Jim Pierce, Zoning Administrator

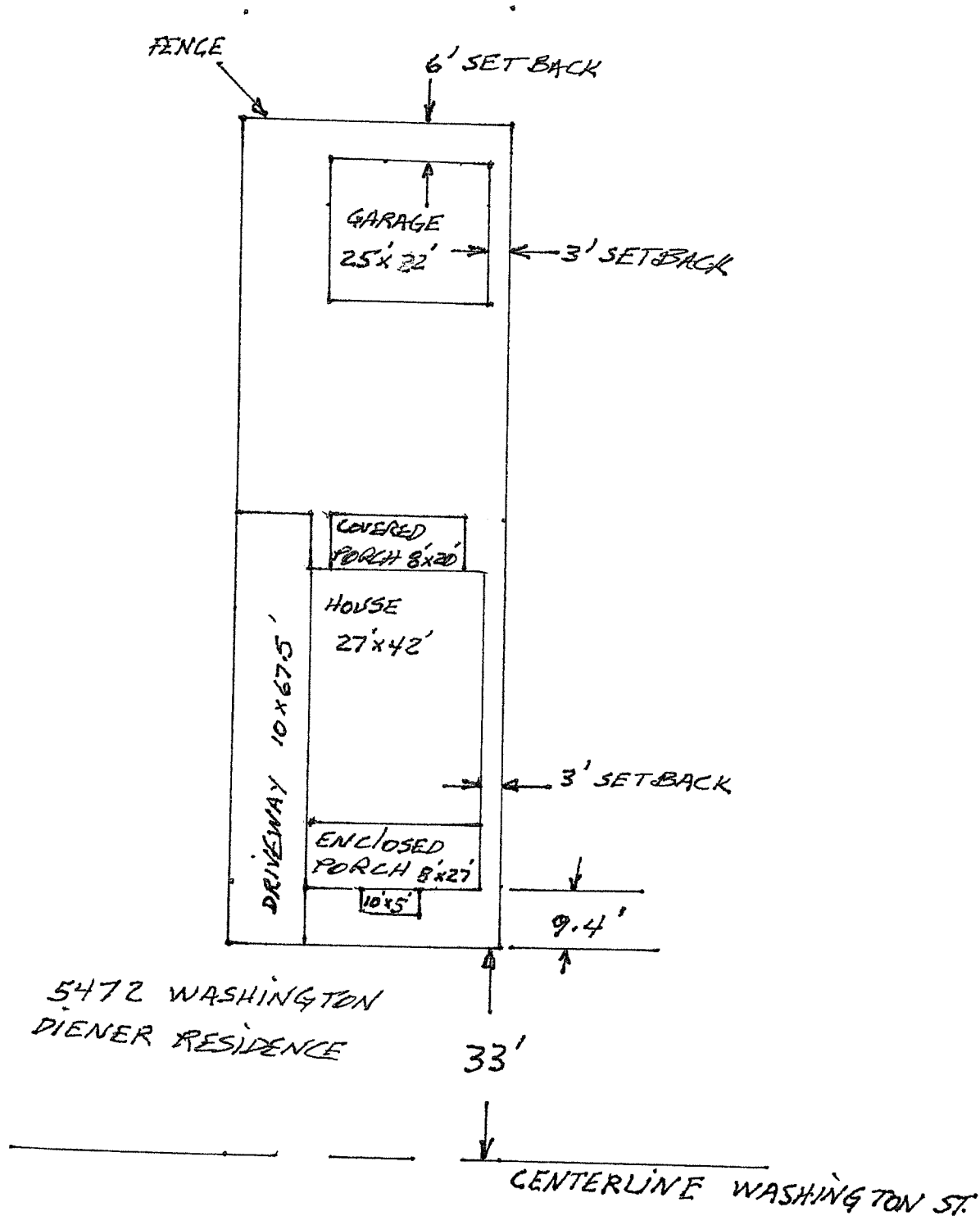


# Diener Residence

5472 Washington St.  
LEXINGTON, MI 48450

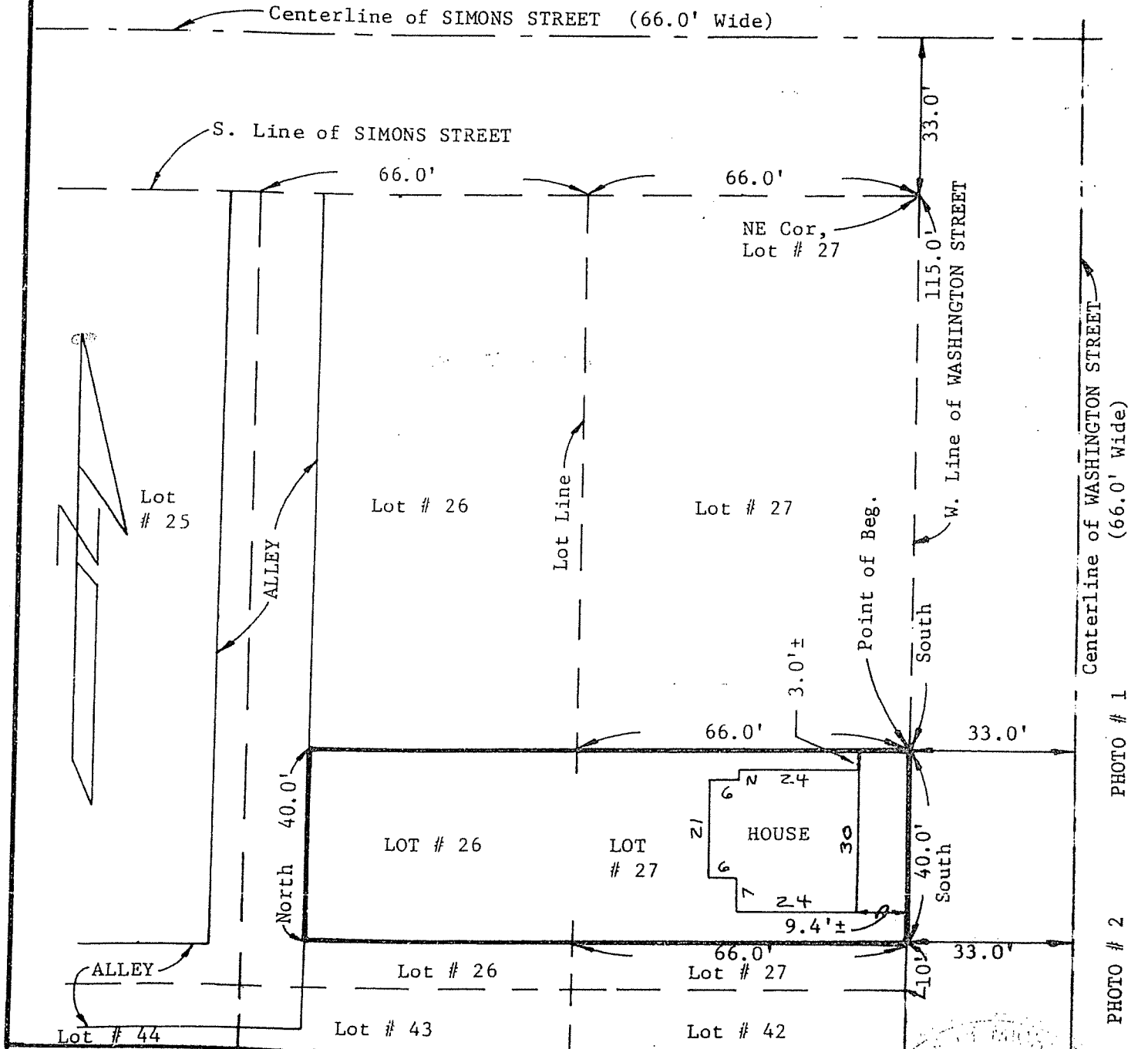


PROJECT	<b>DIENER RESIDENCE</b>		DATE	FULL SETS ISSUED FOR
			12/25/20	PROPOSED HOME
SHEET NO.	5472 Washington St. LEXINGTON, MI 48450			
A-2	-10-			



Commencing 115 feet South of the Northeast corner of Lot 27, Anson Simons' recorded plat of part of the Village of Lexington, according to the plat thereof as recorded in Liber Town Plats, pages 24 and 25, Sanilac County Records, and running thence South 40 feet; thence West across Lots 27 and 26 to the alley; thence North 40 feet; thence East across said Lots 26 and 27 to the place of beginning.

\* \* \*



- LEGEND**
- Set Iron Bar
  - Found Iron Bar
  - Found Conc. Monument
  - Set Conc. Monument
  - R Recorded Distance
  - M Measured Distance

**John A. Milletics**  
 REGISTERED LAND SURVEYOR  
 Phone 648-3440

306 S. Elk  
 Sandusky, Michigan 48471

I hereby certify that I have surveyed and mapped the above or attached described parcel(s) of land that the error of closure is no greater than 1 in 5000 and that survey is in full compliance with Section No. 3 Act 132 P.A. 1970.



*John A. Milletics*  
 John A. Milletics 2585

Lot # 25

Lot # 26

Lot # 27

W. Li

\*KINDLES 2' 8" PARAPETS  
\*~~PARAPETS~~ SIDE SET BACK AT  
THE BOTTOM

ALLEY

ALLEY

North 40.0'

Lot Line -

Point of Beg.

South

South

Centerline of WASH (66.0')

Lot # 44

Lot # 43

Lot # 26

Lot # 27

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Lot # 25

Lot # 26

Lot # 27

ALLEY

\*KINDLES & BRICKS  
INCREASES  
SIDE SET BACK  
THE SOUTH

Lot # 44

Lot # 43

Lot # 42

Lot # 27

ALLEY

North 40.0'

Lot Lin

PORCH

LOT # 27

HOUSE

PORCH

Point of Beg.

South

South

W.

Centerline of WA (66.0

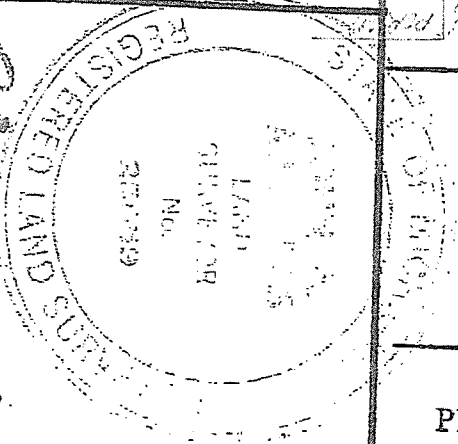
PHOTO # 2

PHOTO # 1

- LEGEND**
- Set Iron Bar
  - Found Iron Bar
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  - R Recorded Distance
  - M Measured Distance

I hereby certify that I have surveyed and mapped the above or attached described parcel(s) of land that the error of closure is no greater than 1 in 5000 and that survey is in full compliance with Section No. 3 Act 132 P.A. 1970.

**John A. Milletics**  
**REGISTERED LAND SURVEYOR**  
 Phone 648-3440  
 306 S. EK  
 Sandusky, Michigan 48471



Date 11-13-91

On CG

Ck JM Sheet 1

of 1

Scale: 1" = 30'

John A. Milletics 25859

Date: 9/26/21

To: James Pierce, Zoning Administrator  
Village of Lexington Planning Commission

Re: Diener Cottage Renovation, 5472 Washington Street

Gentlemen/Ladies:

We have reviewed the Diener proposed cottage renovation and garage construction and have no objection to any part of it.

\*

~~Peggy L. Achille~~

~~Andrew Achille~~  
Andrew Achille

Name: Peggy L. Achille

Address: 5480 Washington St.

Lexington, MI 48450

\* Residents




Date: 9-26-21

To: **James Pierce, Zoning Administrator**  
**Village of Lexington Planning Commission**

Re: **Diener Cottage Renovation, 5472 Washington Street**

Gentlemen/Ladies:

We have reviewed the Diener proposed cottage renovation and garage construction and have no objection to any part of it.



Name: Mary Jo McGovern

Address: 7316 Simons

Lexington, MI 48450



Michael D. McGovern

7316 Simons

Lexington, MI 48450


Date: 9/26/21

To: James Pierce, Zoning Administrator  
Village of Lexington Planning Commission

Re: Diener Cottage Renovation, 5472 Washington Street

Gentlemen/Ladies:

We have reviewed the Diener proposed cottage renovation and garage construction and have no objection to any part of it.

A handwritten signature in black ink, appearing to read "Daniel J. Pasque", written over a horizontal line.

Name: DANIEL J. PASQUE

Address: 5464 WASHINGTON

LEXINGTON, MI

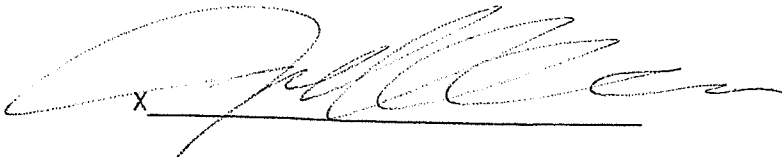
Date: 9/26/21

To: James Pierce, Zoning Administrator  
Village of Lexington Planning Commission

Re: Diener Cottage Renovation, 5472 Washington Street

Gentlemen/Ladies:

We have reviewed the Diener proposed cottage renovation and garage construction and have no objection to any part of it.

A handwritten signature in black ink, appearing to read "Jeff Chorazycki", written over a horizontal line. There is a small "x" mark at the beginning of the signature.

Name: JEFF CHORAZYCKI

Address: 7304 SIMONS

LEXINGTON, MI 48450

Date: 9/26/21

To: **James Pierce, Zoning Administrator**  
**Village of Lexington Planning Commission**

Re: Diener Cottage Renovation, 5472 Washington Street

Gentlemen/Ladies:

We have reviewed the Diener proposed cottage renovation and garage construction and have no objection to any part of it.

x Dan Light

Name: DANIAL J LIGHT

Address: 5481 WASHINGTON

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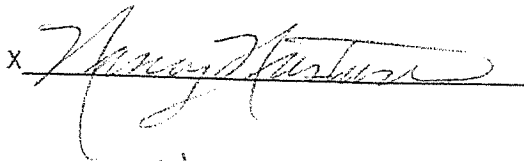
Date: 9/24/2021

To: James Pierce, Zoning Administrator  
Village of Lexington Planning Commission

Re: Diener Cottage Renovation, 5472 Washington Street

Gentlemen/Ladies:

We have reviewed the Diener proposed cottage renovation and garage construction and have no objection to any part of it.

x 

x 

Name: NANCY + LOUIS NASTASI

Address: 5471 WASHINGTON

LEXINGTON ME  
48450



1

Purpose and Title

**SEC. 1.1 TITLE**

This Ordinance shall be known and cited as the Village of Lexington Zoning Ordinance.

**SEC. 1.2 PURPOSE**

The purpose of this Ordinance is to promote, protect, regulate, restrict and provide for the use of land and buildings within the Village of Lexington; to meet the needs of the state's residents for places of residence, recreation, industry, trade, service, and other uses of land; to insure that uses of the land shall be situated in appropriate locations and relationships; to limit the inappropriate overcrowding of land and congestion of population and transportation systems and other public facilities; to facilitate adequate and efficient provision for transportation systems, sewage disposal, water, energy, education, recreation, and other public service and facility needs; and to promote public health, safety, and welfare.

In providing for all of these uses, services and infrastructure, the Village of Lexington shall be promoting and approving the development of land and the extension of utilities in a logical and consistent pattern consistent with the continuation of the existing street patterns and the implementation of the traditional town pattern of interconnecting blocks.

The Village is divided into districts which include regulations designating land uses or activities that shall be permitted or subjected to special regulations.

It is also the purpose of this Ordinance to provide for the establishment of a Board of Appeals and its powers and duties; to provide for the administration and enforcement hereof and for penalties for its violation; and to provide for the repeal of any and all ordinances inconsistent herewith.

**SEC. 1.3 SCOPE & CONSTRUCTION OF REGULATIONS**

1.3.1. This Ordinance shall be liberally construed in such manner as to best implement its purpose. In interpreting and applying the provisions of this Ordinance, the requirements shall be held to be the minimum for the promotion of the public health, safety, convenience, comfort, prosperity and general welfare.

1.3.2. No building or structure, or part thereof, shall hereafter be erected, constructed, reconstructed or altered, and no new use or change of use shall be made of any building, structure, land, or part thereof, except as permitted by the provisions of this Ordinance.

1.3.3. Where a condition imposed by a provision of this Ordinance upon the use of any lot, building, or structure is conflicting with a condition imposed by any other provision of this Ordinance, or by the provision of an ordinance adopted under any other law, the provision which is more restrictive shall govern.

1.3.4. Nothing within this Ordinance shall be construed to prevent compliance with an order by the appropriate authority to correct, improve, strengthen, or restore to a safe or healthy condition, any part of a building or premises declared unsafe or unhealthy.

**SEC. 1.4 VALIDITY & SEVERABILITY CLAUSE**

If a court of competent jurisdiction shall declare any part of this Ordinance to be invalid, such ruling shall not affect any other provisions of this Ordinance not specifically included in said ruling.

If a court of competent jurisdiction shall declare invalid the application of any provision of this Ordinance to a particular land, parcel, lot, district, use, building, or structure, such ruling shall not affect the application of said provision to any other parcel, lot, district, use,





3

3.3.4. Duration, Voiding, and Extensions of Permit

Unless otherwise specified by the Planning Commission, any special land use permit (SLU) granted under this section shall be null and void unless the development proposed shall have its first building permit issued within one (1) year from the date of the granting of the permit. The Zoning Administrator shall give notice by certified mail to the holder of a permit two (2) months before voidance is actually declared. Said notice shall be mailed to the permit holder at the address indicated on said permit. A six (6) month extension may be approved by the Village Zoning Administrator if a written request is submitted no less than one (1) month prior to the one-year expiration date. The applicant must describe in detail the reasoning for the delay. Only one (1) extension will be granted for good cause for a period no to exceed one (1) year.

Good Cause shall be defined as: The loss of the primary contractor, severe weather-related delays, loss of financial backing and/or debilitating illness or death of the primary landowner to his/her immediate family.

The Zoning Administrator may suspend or revoke a SLU permit issued under the provisions of this Ordinance whenever the permit is issued erroneously on the basis of incorrect information supplied by the applicant or his agent and is in violation of any of the provisions of this Ordinance or of any other ordinances or regulations of the Village.

3.3.5. Reapplication

No application for a special land use permit, which has been denied wholly or in part, shall be resubmitted until the expiration of one (1) year or more from the date of such denial, except on grounds of newly discovered evidence or change of conditions found to be sufficient to justify reconsideration by the Planning Commission.

SEC. 3.4 SITE PLAN REVIEW

The Planning Commission shall have the authority to review and to approve or reject all site plans (i.e. preliminary, final and combined site plans). Prior to the issuance of land use permits, building permits or commencement of construction, a site plan review and approval is required in accordance with the procedures contained in this section.

3.4.1. Where required.

1. Site plan review is required for all new construction of any nonresidential building or structure on any parcel and for any new residential development (single-family, two-family or multiple-family). All such construction or developments shall be consistent with the purpose of this Ordinance as presented in Section 1.2 of this Ordinance.
2. Site plan review is required for all proposed uses and certain existing uses within the Village where an alteration, addition, expansion, change or conversion constitutes an increase or reduction to the existing structure or use of more than five hundred (500) square feet or ten (10%) percent, whichever is less; or would require a variance from the provisions of this Ordinance, regardless of its size, or if there is a change of use from the existing use. Site plan review shall also be required prior to the paving of any off-street parking for any use for which off-street parking is required by this Ordinance, or for the construction of new parking lots or driveways.





- 3. A full site plan reviewed and approved by the Planning Commission shall not be required for individual single-family dwellings, or residential accessory storage or garages. However, a site plan shall accompany a land use application to be reviewed and approved by the Zoning Administrator to ensure such improvements meet all of the requirements of this ordinance.
- 4. Design Review for Cottage Lots. In the case of additions to or new construction of a single family residential dwelling, garage, accessory buildings, decks or porches on a cottage lot as defined and deemed a legal lot of record, a design review shall be completed by the Zoning Administrator and the Planning Commission in accordance with the following procedures:
  - a. Applicant shall provide a residential site plan for design review that includes, but may not be limited to:
    - i. A current Boundary Survey depicting lot lines, easements and required setbacks.
    - ii. A site map that depicts footprint and dimensions of proposed dwelling, proposed setbacks, lot coverage/floor area ratio, location, dimension and construction material of sidewalks, driveway/parking, accessory buildings, water and sewer lines, fences or other screening materials (proposed and existing) and location and setbacks of adjacent buildings.
    - iii. Architectural renderings and building plans for residential dwelling and accessory building that indicate square footage, structural dimensions (including roof heights, access points, steps, porches, chimney, overhangs or similar features), exterior materials and related amenities.
    - iv. Landscaping or other elements, unique topography or natural features for consideration.
  - b. The Zoning Administrator shall conduct a design review of the residential site plan proposal and upon receipt of a proposal which is complete shall forward same to the Planning Commission for design review and consideration for approval at the next scheduled Planning Commission meeting. Time for public comment will be scheduled at the Planning Commission's scheduled meeting. Public notification will be made through the Planning Commission Agenda and posted at the Village hall and other normal posting locations. Both in person and written public comments will be permitted at the Planning Commission meeting.
  - c. Basis of Determination. The Zoning Administrator and Planning Commission shall review the design and site plan and consider the following criteria:
    - i. The site is properly zoned and its development as a residential dwelling will not create a hazardous condition or detriment to the general health and safety of the surrounding properties.
    - ii. The proposed structure's form, placement on the lot, overall size and floor area ratio, dimensions, setbacks, architectural design and exterior building materials are similar, compatible and complimentary in style with the majority of existing residential dwellings within a 300 foot radius of the site.
    - iii. The site will be supported by infrastructure, including but not limited to municipal water, sewer, drainage and easements (both private and public) in accordance with local, state and federal codes and ordinances.
  - d. Zoning ordinance requirements regarding access, parking, setbacks, fire codes,







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line of sight, landscaping and related ordinances are met so as not to unfairly impose upon implied property rights, existing privacy, and safe access of neighboring properties.

- e. The Planning Commission after conducting the design review may deny, approve, or approve with modifications the design review and issue such decision in writing to the applicant.
- 5. The Village shall not issue a land use permit until a final site plan has been approved and is in effect. A use, not involving a building or structure, shall not be commenced or expanded, nor shall the Zoning Administrator or their designee issue a land use permit for such use until a final site plan has been approved and is in effect.
- 6. No grading, removal of trees or other vegetation, land filling or construction of improvements shall commence for any development which requires site plan approval until a final site plan is approved and is in effect, except as otherwise provided in this Article.
- 7. In Commercial, Industrial and Multi-family developments a landscape plan is required. The plan shall accompany both the preliminary and the final site plan and be approved.

3.4.2. Administrative Review

- 1. Intent. The intent of this section is to permit the submittal of a sketch plan for administrative review in certain specific instances where a complete site plan is not considered essential to ensure compliance with the intent and standards of this ordinance. The intent is to also provide for an administrative review by the Zoning Administrator of Planning Commission approved site plans for compliance with conditions as imposed by the Planning Commission.
- 2. Applicability. In lieu of a complete site plan prepared in accordance with Sections 3.4.3 and 3.4.4, a sketch plan may be submitted for the uses or activities identified below.
  - a. Accessory uses incidental to a conforming existing use where said use does not require any variance or further site modifications.
  - b. Expansion and/or addition of one thousand five hundred (1,500) square feet or less to an existing conforming structure or use.
  - c. Alterations to off-street parking layout or installation of pavement or curbing improvements provided the total number of spaces does not change the number of parking spaces by more than 5% or to meet various federal, state, or ADA requirements.
  - d. Improvements or installation of walls, fences, lighting or trash containers/enclosures.
  - e. Change of use limited to a use not exceeding one thousand five hundred (1,500) square feet.
- 3. Procedure.
  - a. The procedure for administrative approval of a sketch plan shall involve the submittal of a sketch plan meeting the requirements of subsection 4, below. Additionally, the required application form and fee shall be submitted. The Zoning Administrator shall review the sketch plan in accordance with the standards of Section 3.4.4.(3). The Zoning Administrator shall make a report of administrative reviews to the Planning Commission.





**SEC. 4.11 SCHEDULE OF REGULATIONS**

Zoning District	Minimum Lot Size		Maximum Building Height Space		Minimum Yard Setbacks (ft.)				Max. Lot Coverage (%)	Foot-notes (Sect. 4.11)
	Area (sq. ft.)	Lot Width (ft.)	Stories	Feet	Front	Each Side	Side Total	Rear		
AG, Agriculture District	43,560	150	2 1/2	35	50	20	40	50	15	1, 5, 6 and 7
R-1, Single-Family Residential	8,500	66	2 1/2	35	Footnote 10	8	20	35	45	1, 5, 6, 7, 8, 9 and 10
Cottage Lot	2,100	35	2 1/2	35	Footnote 10	5	15	20	45	1, 5, 6, 7, 8, 9, 10, 11 and 12
R-2, Multiple Family Residential, Low Density	SF: 10,000	90	2 1/2	35	25	8	20	35	35	1, 2, 4, 5, 7 and 9
	2F: 20,000	120	2 1/2	35	25	8	20	35		
	MF: 20,000	120	2 1/2	35	35	20	25	35		
R-3, Multiple Family Residential, Medium Density	SF: 10,000	90	2 1/2	35	25	8	20	35	35	1, 3, 4, 5, 6, 7 and 9
	2F: 20,000	120	2 1/2	35	25	8	20	35		
	MF: 20,000	300	2 1/2	35	50	20	50	50		
MHP, Mobile Home Park	435,600	See Sect. 5.7	2 1/2	35	See Sect. 5.7					1 and 5
C-MU, Corridor Mixed Use	See Sect. 4.8.5									1 and 5
G-MU, Gateway Mixed Use	See Sect. 4.8.5									1 and 5
GC, General Commercial	20,000	100	2 1/2	35	50	10	20	20	50	1, 5 and 9
CBD, Central Business District	See Sect. 4.8.6									1 and 5
I-MU, Industrial Mixed Use	43,560	100	2	40	50	15	30	20	75	1 and 5

SF = Single-Family Dwellings; 2F = Two-Family Dwellings; MF = Multiple-Family Dwellings

For property adjacent to Lake Huron, the front yard is defined as the lakeside of the property and the rear is defined as the street side of the property other than for the front and rear setback requirements.

