City of Hart, Michigan

PLANNING COMMISSION

November 6, 2025

AGENDA

Hart Community Center, 407 State Street, Hart, MI 49420

4:00 PM

1. **Call to order / Roll Call:**
    a. Commissioners: Cunningham, Fout, LaPorte, Mullen, Root, Clark
        i. Welcome Lisa Clark, appointed by Mayor Klotz 10/14/25
2. **Approval of Agenda**
3. **Approval of Minutes**
    a. September 4, 2025 Regular Meeting
4. **Public Comments on Agenda Items**
5. **Public Hearing**
    a. **720 S State St -** *Special Land Use Request for a Drive-Thru Window*
6. **Action Items**
    a. **Site Plan Review -** *710 S State St, West Shore Community College*
    b. **Special Land Use Authorization** - *Drive Thru at 720 S State St*
    c. **Site Plan Review,** *4043 W Polk Rd (New Commercial Building)*
7. **Discussion Items**
    a. Tiny Homes
    b. Variance Request to go before ZBA on 11/12/25
    c. Food Truck Fee Schedule
    d. Planning Commission Training Opportunities
8. **Other Business and Communications from Commission members**
9. **Public Comments** (General)
10. **Adjourn**
    a. Next regular meeting November 5, 2025

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City Of Hart

407 S. State St
Hart, Mi 49420
Planning Commission
Thursday, October 2nd, 2025
Minutes

MEMBERS PRESENT: Jim Cunningham, Cynitha Fout, Diane LaPorte, Andrew Mullen, and Betty Root
ABSENT: None
OTHERS PRESENT: Interim City Manager Nichole Kleiner, and City Clerk – Karla Swihart and Lisa Clark

- C. Fout called the meeting to order at 4:00 pm.

- A. Mullen motioned to accept Gale Goldberg resignation from the Planning Commission board, and was supported by D. LaPorte
  - Ayes: 5 Nays: 0 Absent: 0

APPROVAL OF AGENDA:

- A. Mullen motioned to approve the agenda and was supported by D. LaPorte
  - Ayes: 5 Nays: 0 Absent: 0

APPROVAL OF MINUTES:

- B. Root motioned to approve minutes from September 4th, 2025, and was supported by B Root
  - Ayes: 5 Nays: 0 Absent: 0

PUBLIC COMMENTS ON AGENDA ITEMS:

- NONE

PUBLIC HEARING:

- B. Root motioned to open the Public Hearing on items A-D at 4:06 pm and was supported by A. Mullen
  - Ayes: 5 Nays: 0 Absent: 0

- Public hearing on adopting proposed amendments to the A-Residential Zoning District Chapter 1245
- Public hearing on adopting proposed amendments to the A1-Residential Zoning District Chapter 1246
- Public hearing on adopting proposed Food Truck Zoning Ordinance – Proposed Chapter 870
- Public hearing on adding definition of "Tiny Home" to Ordinance 1241.04

With no public present public hearing was closed at 4:10 pm.

- A. Mullen motioned to close the Public Hearing at 4:10 pm and was supported by D. LaPorte
  - Ayes: 5 Nays: 0 Absent: 0

ACTION ITEMS:

- Consideration of a Zoning Ordinance Text Amendment to 1243.22 (Landscape Regulations) to incorporate new green infrastructure standards, as required by the Michigan Economic Development Corporation (MEDC)

1243.22 LANDSCAPE REGULATIONS.
(a) The intent of this section is to set forth minimum standards for landscaping. Landscaped areas are intended to maintain or improve air quality, stabilize soils, increasing groundwater infiltration, decrease wind velocity, reduce noise, and create zones of privacy.
(b) For site plans required Planning Commission review, buffer strips shall be required where an industrial use abuts any other nonindustrial use or where any parking lot exceeding fifteen parking

spaces abuts residential, public, or religious use. Where landscaping buffer strip or greenbelt is required, the following minimum landscape requirements shall be observed.

1. Two trees plus one additional tree for each twenty-five feet in length of the buffer strip measured along the outer periphery of the required landscape area.
2. One shrub for every twenty feet in length of the buffer strip measured along the outer periphery of the required landscape area
3. All plantings in the buffer strip shall be maintained in a neat and orderly manner. Dead plant materials shall be replaced within a reasonable period of time, but no longer than one growing season.

(c) Landscaping shall be located so it does not obstruct the vision of drivers or pedestrians entering or leaving a site.

(d) Parking area landscaping.

1. All parking areas more than 5,000 square feet in area, except those parking areas for industrial uses which are located in the rear yard, shall be landscaped with one canopy and one evergreen tree for every ten parking spaces, with a minimum of two trees shall be planted adjacent to the parking area.
2. Landscape islands or peninsulas shall be installed at the end of those parking rows which are more than twenty spaces long. Within such rows, a landscaped island shall be installed every twenty spaces.
3. Landscape islands or peninsulas at the end of parking rows shall be a minimum of ten feet in width by the length of the parking space or spaces, with an appropriate curb radius. Islands within parking rows shall be a minimum of six feet wide by the length of the parking space or spaces. Islands shall be separated from the parking area by a rolled or stand-up curb.
4. Each island or peninsula within a parking area shall contain a minimum of one canopy tree.
5. Landscaping in and adjacent to parking areas shall be of a height and location which will not block the vision of drivers or pedestrians.

(e) Landscape modifications. The landscape requirements of this section may be modified by the Planning Commission or Zoning Administrator in consideration of existing trees on site, proposed building setbacks, existing and proposed uses on adjacent lands, topograghical elevations on a site and on adjacent lands. In deciding whether to modify the landscape regulations of this section the Planning Commission or Zoning Administrator shall determine that the intent of the regulations will still be met if modifications are allowed.

(f) Green Infrastructure Standards.

1. All development or redevelopment projects requiring site plan approval shall incorporate at least one (1) green infrastructure practice from the list below. Applicants are encouraged, but not required, to integrate multiple practices when feasible.
2. Acceptable practices include, but are not limited to:
   a. Permeable pavement in parking lots, driveways, or walkways.
   b. Rain gardens, bioswales, or infiltration areas to manage stormwater on-site.
   c. Native or drought-tolerant landscaping that reduces irrigation needs.
   d. Tree preservation and/or new street tree plantings consistent with 1243.22.
   e. Green roofs or blue roofs where structurally feasible.
3. The Planning Commission or Zoning Administrator may grant flexibility in how green infrastructure is provided, provided the intent of this section – to promote sustainable, low-impact site design – is met.

- A. Mullen motioned to recommend to the Hart City Council approval of a Zoning Ordinance text amendment to 1243.22 (Landscape Regulations) to add subsection (f) Green Infrastructure Standards, as presented to meet MEDC requirements and support sustainable development practices, and supported by D. LaPorte
  - Ayes: 5 Nays: 0 Absent: 0

- Establish a public hearing date for Green Infrastructure zoning amendments to Section 1243.22(f) Public hearing is scheduled for the next Planning Commission meeting on November 6th, 2025

DISCUSSION ITEMS:

- Board Openings – Bylaws state, "membership shall consist of seven (7) persons who shall be appointed by the City Council. Members of the Planning Commission shall be residents of the City of Hart. At least one (1) of the seven (7) persons shall be a member of the City Council as an ex officio member, but not more than two (2) members shall serve on the Planning Commission. Ex officio members shall have full voting privileges but shall not serve as an officer of the Planning Commission. An employee of the City shall not serve as a member of the Planning Commission. Planning Commission members shall be representative of the various interests and characteristics of the City, as well as geographically representative.
- Planning Commission Officers
- Review Board Application – Lisa Clark
- Bylaws Review
- Planning Commission Training Opportunities

OTHER BUSINESS:

- NONE

PUBLIC COMMENTS ON NON-AGENDA ITEMS:

- NONE

ADJOURN:

- There being no further business to come before the Planning Commission, the meeting adjourned upon a motion by D. LaPorte and supported by A. Mullen. The next meeting scheduled will be held on November 6th, 2025.

Karla Swihart

Karla Swihart
City Clerk

October 29, 2025

Good Morning,

Can this be read at the planning commission meeting regarding the land use permit for west shore community college.

Dear Planning Commission City of Hart

As a property owner directly across the road from the proposed development we are fully supportive of the application for special land use by Westshore Community college. The renovation of this facility and the outcome will provide a much need educational space for Oceana County and can only provide a positive economic outcome for the City of Hart. Data has shown that Cities and Villages that have post-secondary adult education facilities thrive. The capital infusion into the city for the fit out is another example of a positive economic outcome. The positive social return on investment to the community cannot be measured in a dollar value but we all know there is zero downside to this development.

Please do not hesitate to contact me at anytime

Thanks in advance for a positive outcome

Regards

Richard Raffaelli

MCKENNA

Memorandum

TO: City of Hart Planning Commission

FROM: James McManus, AICP, Principal Planner

SUBJECT: **West Shore Community College Site Plan Review**

DATE: October 21st, 2025

City of Hart Planning Commission:

McKenna has reviewed the Site Plan for the proposed West Shore Community College mixed use building which was prepared and submitted to the City on October 20th, 2025. The mixed-use building will be located at 710 S State Street in the former Gale's Grocery Store, and we offer the following review analysis comments.

Project Summary

West Shore Community College has purchased the former Gale's Grocery Store and proposes to remodel it into a mixed use building that will consist of an adult education facility, a Food Club and a Café. The Café will have a Drive Thru Pick Up window as well. The Drive Thru window triggers a Special Use request per the Zoning Ordinance.

The property includes an existing building and parking lot, and there are four (4) existing driveways that will continue to be used for the proposed project. Improvements are intended to be made to the parking lot in support of the new project.

FINDINGS OF FACT

The applicant proposes to remodel an existing grocery store and convert it into a mixed-use building with three new uses in the building. This type of development:

1. Is a permitted use in the B2 – General Business District subject to Site Plan Review. The Drive Thru window is a permitted Special Land Use in the B2 district.

2. Is subject to additional reviews by the City of Hart Department of Public Works, City Engineer, and Fire Marshall. Further, the development may need to be reviewed by Oceana County Drain Commissioner regarding stormwater management.

The attached Site Plan Review summarizes our findings for the West Shore Community College Site Plan.

Special Land Use Review

This project is reviewed against Hart's Zoning Ordinance and Master Plan. We offer the following comments for your consideration; underlined items require additional discussion and/or identify items that need to be addressed. Section 1256.04 of the City of Hart's Zoning Ordinance lists the six (6) criteria for a Special Land Use to be approved.

1) Harmony with Existing Character

The Special use shall be designed, constructed, operated and maintained so it will be harmonious and appropriate with the existing or intended character of the general vicinity….

Findings: The proposed project seeks to redevelop an existing grocery store into a mixed-use building with a Drive Thru Window. The subject property and the uses on three sides of the property are also commercial in nature, while the properties to the east are zoned and used as residential. The proposed use will not have a greater impact than the former grocery store.

Location	Existing Land Use	Zoning District	Future Land Use
Subject Property 710 S State St	Vacant – Former Grocery store	B-2 – General Business District	General Commercial
North	Laundromat	B-2 – General Business	General Commercial
South	Car Wash	B-2 – General Business	General Commercial
East	Homes	A – Residential	Traditional Single Family Residential
West	Hotel	B-2 – General Business	General Commercial

2. Adequate Public Services and Facilities

The Special Land Use shall be adequately served by essential public facilities and services such as streets, police, fire protection, drainage structures, refuse disposal, water and sewage facilities and schools.

Findings: The proposed Drive Thru Window is not anticipated to place additional demands on existing public services and facilities in excess of the current capacity as this parcel has previously been developed. The City Engineer and Fire Chief will likely review the proposed Site Plan to verify compliance with non-planning and zoning issues.

3. No Additional Public Costs

The Special Land Use shall not create excessive additional requirements at public cost for public facilities and services.

Findings: The proposed establishment of the Drive Thru Window is not anticipated to create any additional requirements at public cost for any facilities as this site was previously developed.

4. Hazardous or Disruptive:

The Special Land Use shall not involve uses, activities, processes, materials, and equipment or conditions of operation that will be overly detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors.

Findings: The proposed establishment of a Drive Thru Window is not anticipated to produce hazardous or disruptive activities which would be detrimental to the health, safety, and welfare or persons or property within the immediate vicinity.

5. Consistent with the Zoning District

The Special Land Use shall be consistent with the intent and purpose of the zoning district in which such a use will be located.

Findings: The purpose of the B-2 district is to provide for an orderly and concentrated development of business outside of the CBD in areas designated in the City Master Plan in order to serve the needs of the motoring public and local residents. A wide range of retail service, office government, institutional and limited residential uses are permitted. The Drive Thru Window is in conformance with the purpose of the district, and the specifics of the location will be reviewed in the Site Plan review found later in the document.

6. Compatible with the City Master Plan

The Special Land Use shall be compatible with and in accordance with the City Master Plan.

Findings: The City Master Plan identified the property to be in the General Commercial future land use district. The proposed Drive Thru Window will be compatible with that designation.

Supplemental Reviews:

McKenna finds that supplemental reviews including a Traffic Impact Analysis, Environmental Impact Statement and an Economic Analysis will not be needed in the evaluation of a Drive Thru Window.

Site Plan Review

SUMMARY

Standards for Site Plan Review are set forth by several sections of the City of Hart's Zoning Ordinance. This review will evaluate each section individually so that the Planning Commission will have the necessary information to base their decision. Items that are underlined may require additional discussion and/or identify outstanding items that need to be addressed by the applicant.

1. ZONING & USE

The subject site is zoned B2- General Business District. The intent of the B-2 District is:

"to provide for an orderly an concentrated development of business outside the CBD in areas designated in the City Master Plan in order to serve the needs of the motoring public and local residents. A wide range of retail service, office governmental, institutional, and limited residential uses are permitted."

Location	Existing Land Use	Zoning District
Subject Site	Vacant - Fomer Grocery Store	B-2– General Business

2. SCHEDULE OF REGULATIONS

Section 1250.04 outlines the requirements as it pertains to lot size, yards, setbacks and other dimensional regulations within the B-2 – General Business District.

Findings.

The proposed building meets dimensional standards for the RM – Multiple Family Residential District.

Requirement Type	Required	Proposed	Comments
Minimum Lot Size	none	1.75 acres	Complies
Minimum Lot Width	none	280 ft	Complies
Front Yard Setback	25 ft.	160 ft	Complies
Side Yard Setback	0 ft.	20 ft.	Complies
Rear Yard Setback	10 ft.	20 ft*	Complies
Building Height	35 ft.	25 ft	Complies

*The primary building is approximately 20 feet off of the ROW. The loading areas are approximately 4 ft off of the ROW. The building is existing and is not being expanded. The properties across Dryden Street are zoned and are being used as Residential.

3. OFF-STREET PARKING

Parking. Parking is regulated in Chapter 1260 of the Zoning Ordinance.

Section 1260.10 specifies that there is one parking space for each 300 square feet of floor space for Commercial uses.

Findings: The existing building is approximately 24,500 square feet in size, so any new development would be required to provide 82 parking spaces per the Ordinance regulations. The Site Plan indicates that 83 parking spaces will be in site, of which four (4) will be designated as Handicapped parking.

In addition to the base requirement, the Ordinance regulations specify that landscaped islands be placed at the end of longer aisles of parking. The Islands are included on the plans and are in compliance with that standard. The Site Plan also includes a Bike Rack.

4. SITE PLAN REVIEW GUIDELINES

Chapter 1258 provides the guidelines for the required information to be included on a Site Plan. Section 1258.05 outlines the following items that shall be included in a submitted Site Plan:

Required Item to be considered	**Complies**
Appropriate Scale	Yes
Plan Completion Source (Architect, Engineer)	Yes
Date, North Point	Yes
Lot Dimensions	Yes
Contour Lines/Topography	Yes
Structure Siting	Yes
Architectural elevations of the Building	Complies
Setbacks, Egress	Yes
Drives/Parking	Yes
Loading Areas	Yes
Pedestrian Walks	Yes
Walls/Fences	Not on Plan

Dumpster with Fencing	Yes
Lighting Plan	Complies*
Abutting Streets	Yes
Surface Treatments	Yes
Storm Water Management	Yes
Sewer and Water Lines	Yes
Signage	Yes**
Significant Environmental Features	N/A
Hazardous Materials	N/A

* The light fixtures are not included in the Plans. The Planning Commission will need to verify that the lights are effectively shielded from neighboring properties and public roads.

** The Wall signs are illustrated on the plan; however, the road sign is only indicated by a pedestal. A separate permit will need to be reviewed and approved administratively. The Planning Commission will also need to verify that the Wall Signs do not extend over the roof line.

5. FINDINGS

The Site Plan for West Shore Community College is in compliance with the provisions of the City of Hart's zoning ordinance, and we can recommend approval of the Plan subject to administrative review and approval of the Signage and Light Fixtures.

SITE CONSTRUCTION PLANS FOR:

WEST SHORE COMMUNITY COLLEGE

710 South Street Hart, MI 49420

CALL MISS DIG

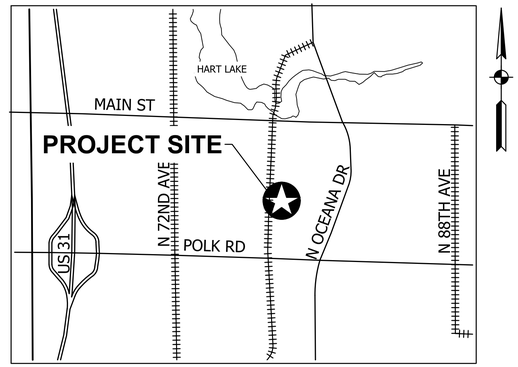
1-800-482-7171 OR 811

FOR PROTECTION OF THE UNDERGROUND UTILITIES, THE CONTRACTOR SHALL CALL MISS DIG A MINIMUM OF THREE FULL WORKING DAYS, EXCLUDING SATURDAYS, SUNDAYS, AND HOLIDAYS PRIOR TO BEGINNING CONSTRUCTION OPERATIONS. MEMBERS WILL THUS BE ROUTINELY NOTIFIED. THIS DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF NOTIFYING UTILITY OWNERS WHO MAY NOT BE PART OF THE "MISS DIG" ALERT SYSTEM.

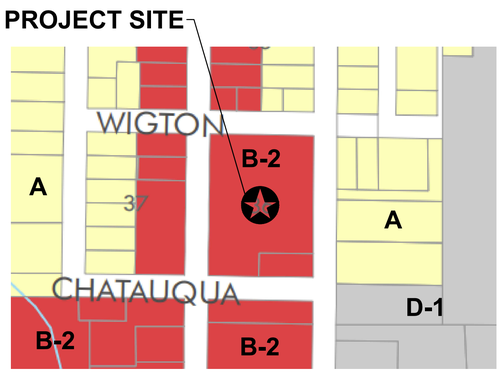
811 Know what's **below.** **Call** before you dig.



VICINITY MAP
(NOT TO SCALE)



LOCATION MAP
(NOT TO SCALE)



ZONING MAP
(NOT TO SCALE)

OWNER
WEST SHORE COMMUNITY COLLEGE
3000 N STILES ROAD
SCOTTVILLE, MI 49454

SURVEYOR / CIVIL ENGINEER
ABONMARCHE
261 East Kalamazoo Avenue
Suite 100
Kalamazoo, MI 49007
T 269.447.1800

STATE OF MICHIGAN
GEORGE H. WARING
ENGINEER
No. 6201314083
LICENSED PROFESSIONAL ENGINEER

SHEET INDEX

C100	TITLE SHEET
C200	DEMOLITION PLAN
C300	SITE PLAN
C400	UTILITY PLAN
C500	LANDSCAPE PLAN
A210	FLOOR PLAN
A600	EXTERIOR ELEVATIONS
EC100	ELECTRICAL SITE PLAN

OWNER
WEST SHORE Community College

DESIGN-BUILD CONTRACTOR
WIELAND
EXCELLENCE IN CONSTRUCTION

ARCHITECT / ENGINEER
ABONMARCHE
Surveying
Engineering
Architecture
261 East Kalamazoo Ave, Suite 100
Kalamazoo, MI 49007
T 269.447.1800
abonmarche.com

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50% CONSTRUCTION DOCUMENTS

West Shore Community College

710 South Street Hart, MI 49420

TITLE SHEET

NOT FOR CONSTRUCTION

SITE PLAN REVIEW SUBMITTAL

ISSUE DATE: 10.20.2025
PM: BW QA / QC: XXX

#	ISSUANCE / REVISION	DATE

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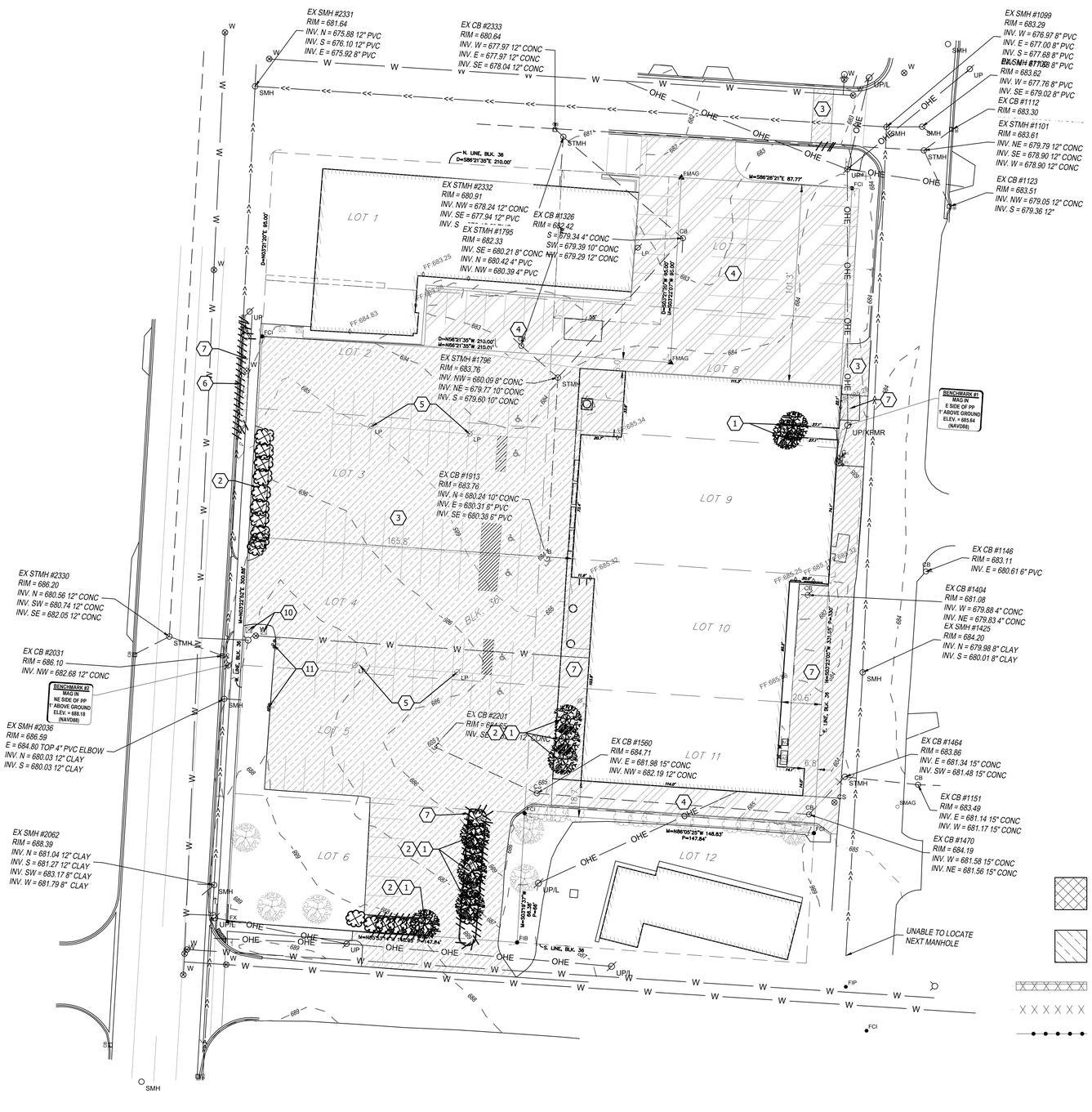
PROJECT NO: 25-0983

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Know what's **below.**
Call before you dig.



DEMOLITION NOTES

1. Contractor shall abide by the Occupational Safety and Heath Administration (OSHA) Standards for Construction.
2. No closing of streets allowed without the approval from governing authority. Contractor to provide maintenance of traffic measures as necessary for construction per the MMUTCD and local standards and requirements.
3. Utility locations are taken from substantial above ground evidence and approximated from record as-builts made available (including, but not limited to, manholes, hydrants, valves, utility pedestals and boxes, and marks/flags set on the ground surface by others). Pipe inverts have been measured with as much accuracy as can be achieved without confined space entry.
4. Use Caution. There may be other utilities existing below ground that were not marked by others nor have visible above ground evidence.
5. Contractor is responsible for field verifying locations and depths of all utilities prior to any construction activities. Contact Engineer with any discovered discrepancies and wait for for instruction.
6. Contractor shall call MISS DIG, 811, a minimum of 3 full working days, excluding Saturdays, Sundays, and holidays, prior to construction activities.
7. Contractor shall inquire all utility companies prior to construction for locations of underground utilities. Contractor shall coordinate utilities to remain and be removed, during construction, with Owner. Contractor shall not interrupt utility services to existing buildings without receiving permission from the Owner and/or Utility.
8. Contractor shall investigate site and contact the County Department of Health for the existence of any existing active or abandoned septic tank system on site. If a septic tank is discovered, coordinate with the local health department to properly remove septic tank for construction.
9. Remove storm/sanitary structures, and surface materials as indicated or referenced on the drawings to their full extent and depth unless otherwise noted. Where pavement is proposed for removal, all aggregate and debris-filled soil shall be removed.
10. Maintain positive drainage throughout construction and post-construction and not to impact adjacent property.
11. Contractor to review construction limits and site removal limits with the Owner and decide if temporary construction fence (chain link) is needed around construction staging and work areas, then install prior to construction activities.
12. Contractor is responsible for any damaged infrastructure, including but not limited to: utilities, building, paving, irrigation, lighting, or other improvements designated to remain.
13. Contractor shall contact the Engineer immediately if contaminated soils are encountered during construction. These soils must be hauled off-site and properly disposed of in accordance with current local, state and federal rules and regulations.
14. Contractor obtain a ROW permit from the jurisdictional Municipality Engineering Department prior to commencing construction in the Right-of-Way.
15. Contractor shall remove all vegetation required for construction. See site plans for proposed construction area(s).
16. Contractor shall remove topsoil and stockpile the material at a location approved by Owner.
17. Removed items shall be disposed of off-site in accordance with all applicable local, state and federal codes and laws.
18. Contractor shall coordinate returning any salvaged items (fencing, posts, signage, etc.) at the Owners request.
19. Contractor shall plan and determine clearing required for construction. Any removed items such as, but not limited to: structures, trees, shrubs, stumps, vegetation, and other above grade items shall be submitted to Owner for review. Owner may review and make adjustments, if necessary. Protect existing plant material and improvements, from damage, per Owner's request.
20. All pavement, curb, and sidewalks shall be saw cut prior to removal to create clean vertical joints.
21. Contractor shall designate a specified staging area for recycling, crushing or reusing any existing salvageable pavement or other materials.
22. All demolition debris shall be removed from the site on a daily basis to an appropriate facility and no debris shall be disposed of and/or buried on the property.
23. Construction staging and other areas disturbed during construction shall be restored to their original conditions, if not better. All disturbed and construction traffic compacted ground shall be scarified to a minimum 6-inch depth prior to restoration. Any undisturbed lawn areas, within project limits shall be maintained by the Contractor.
24. Pavement areas marked for removal shall include, but not limited to, asphalt, pavement, concrete pavement, concrete pads, curb, retaining walls, stairs and railings, pavers and any other hardscape items.
25. Where pavement is proposed for removal: all aggregate and debris-filled soil shall be removed as part of demolition.

DEMOLITION LEGEND

1. Remove Tree(s) / Brush, Including Rootball
2. Remove Landscape Area
3. Sawcut and Remove Asphalt Pavement, Including Base
4. Crush and Reshape Asphalt Pavement
5. Remove Lightpost and Base
6. Sawcut and Remove Curb
7. Sawcut and Remove Concrete
10. Remove Sign and Base
11. Remove Payphone and Bollards

EXISTING LEGEND

- EXISTING GROUND CONTOURS
- EXISTING DITCH
- STORM SEWER
- SANITARY SEWER LINE
- WATER MAIN
- OVERHEAD UTILITY LINE
- OVERHEAD ELECTRIC
- BURIED ELECTRIC
- GAS LINE
- BURIED CABLE TV
- FIBER OPTIC
- BURIED TELEPHONE LINE

LEGEND

- SIDEWALK, REM
- PAVT, REM
- HMA SURFACE, REM.
- ASPHALT CRUSH & RESHAPE
- CURB AND GUTTER, REM
- UTILITY, REM
- ABANDON UTILITY
- TREE/BUSH, REM.

OWNER

WEST SHORE Community • College

DESIGN-BUILD CONTRACTOR

WIELAND
EXCELLENCE IN CONSTRUCTION

ARCHITECT / ENGINEER

ABONMARCHE
Surveying
Engineering
Architecture
261 East Kalamazoo Ave, Suite 100
Kalamazoo, MI 49007
T 269.447.1800
abonmarche.com

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50% CONSTRUCTION DOCUMENTS

West Shore Community College

710 South Street Hart, MI 49420

DEMOLITION PLAN

NOT FOR CONSTRUCTION

PRELIMINARY

ISSUE DATE: 10.20.2025
PM: BW QA / QC: XXX

#	ISSUANCE / REVISION	DATE

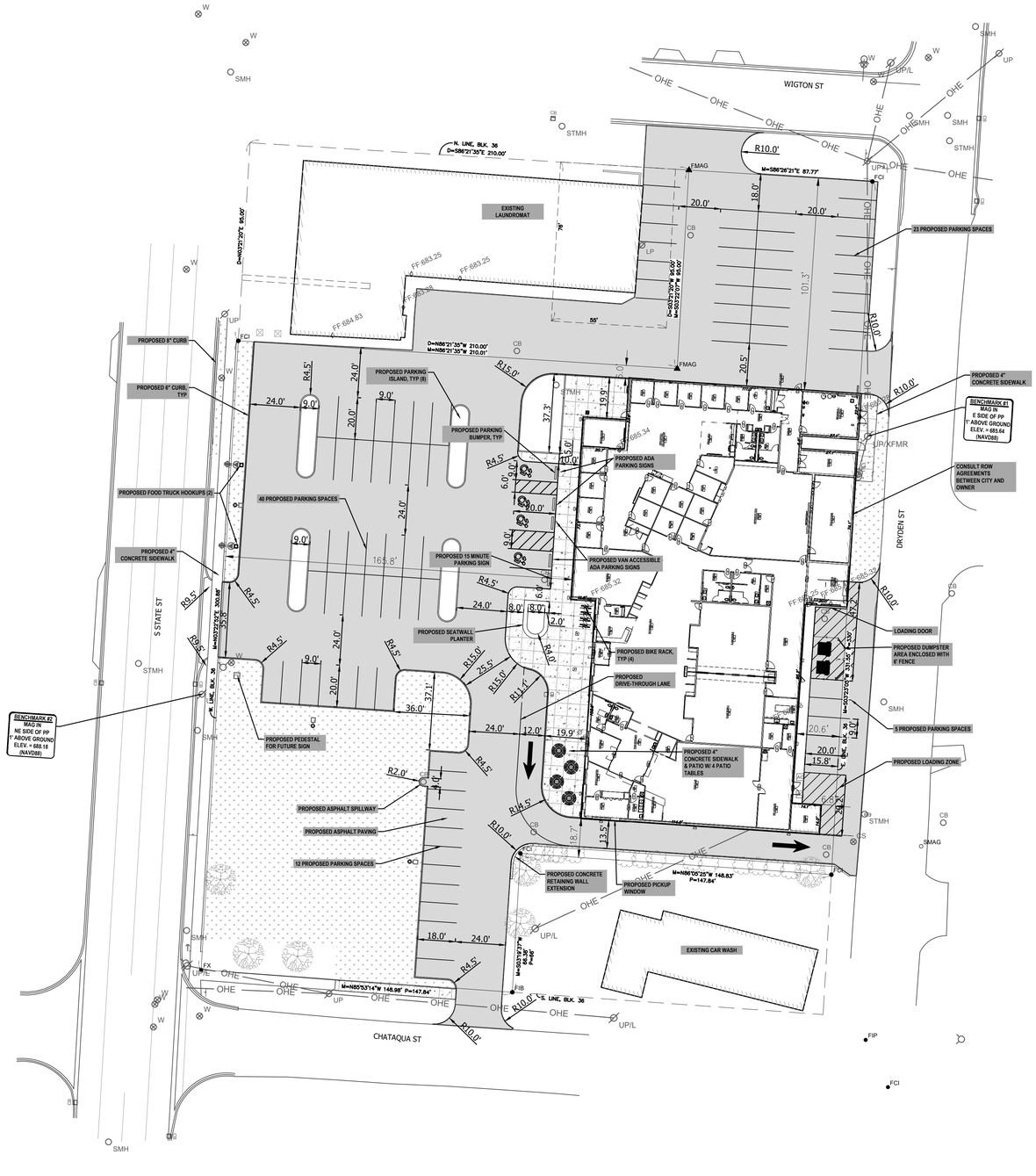
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PROJECT NO: 25-0983

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GENERAL NOTES

1. Current Zoning: B-2, General Business District
   Existing Land Use: Vacant Grocery Store
   Proposed Land Use: Multi-Use Community Center (Tutoring, Community College Classes, Coffee Shop, Food Club, Career Training)
2. Sanitary and water shall be serviced by City of Hart.
3. Setbacks shall conform to City of Hart Zoning Ordinance unless the proper variances have been approved.
4. Proposed parking and drives shall be paved and privately owned.
5. Site/Building drainage shall be managed onsite with expanded greenspace and released ultimately into the Hart Municipal stormwater sewer system.
6. All radii dimension are to the face of curb unless otherwise noted. All pavement dimensions are to face of curb unless otherwise noted.
7. All landscape and lighting shall be in accordance with the City of Hart Zoning Ordinance unless the proper variances have been obtained.
8. Coordinate with utility companies for relocation of any utilities prior to any construction activity.

CONSTRUCTION NOTES

1. Contractor shall obtain and comply with all required local, state and federal permits.
2. Contractor shall request existing utility locations from Indiana 811 prior to commencing construction activities.
3. Damage to public and private property shall be repaired to equal or better condition at no additional cost to the Owner.
4. No streets shall be closed or restricted without prior approval from the local Municipality.
5. Contractor shall protect the work and safety of the public and shall provide, erect and maintain barricades, signals, signs, and other traffic control devices in accordance the "Michigan Manual on Uniform Traffic Control Devices" (MMUTCD)
6. Contractor shall the current "MDOT Standard Specifications for Construction" for pavement materials and installation procedures.
7. Contractor shall construct sidewalks, ramps, and ADA accessible areas in accordance with the "2010 ADA Standards for Accessible Design" or most current standards.
8. Sign designations shall comply with the U.S. Department of Transportation Federal Highway Administration "Manual on Uniform Traffic Control Devices" (MUTCD)
9. In the event that the Contractor discovers a discrepancy in the contract documents or a potential conflict, the Engineer shall be notified immediately for clarification prior to proceeding with construction of the work in question.
10. Contractor shall prepare Record Drawings with field locations and elevations of all installed or altered utilities and major elements of construction upon completion of the work for submittals to the Engineer.

TABULATED SITE DATA

Parcel Size = 2.03 ± Acres

Land Use	Existing, Acres	Proposed, Acres	Change, Acres
Building	0.55 (27.1%)	0.56 (27.6%)	+0.01
Hard Surface	1.29 (63.5%)	1.09 (53.7%)	-0.20
Green Space	0.19 (9.4%)	0.38 (18.7%)	+0.19

PARKING CALCULATIONS

Parking Required:	1 Space / 5 Seats	~253 Seats = 51
OR	1 Space / 300 SQFT Floor Space	24,000 SQFT = 80
	Total Spaces Required	80 Spaces
Parking Provided:	9 ft. x 20 ft. (Including 4 ADA Spaces)	80 Total Spaces

LEGEND

- NEW HMA PARKING LOT
- NEW SIDEWALK, CONC, 4 INCH
- NEW LAWN RESTORATION

SCALE IN FEET
30 0 15 30 60
1" = 30'

OWNER

WEST SHORE Community College

DESIGN-BUILD CONTRACTOR

WIELAND
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ARCHITECT / ENGINEER

ABONMARCHE
Surveying
Engineering
Architecture
261 East Kalamazoo Ave, Suite 100
Kalamazoo, MI 49007
T 269.447.1800
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710 South Street Hart, MI 49420

SITE PLAN

NOT FOR CONSTRUCTION

PRELIMINARY

ISSUE DATE: 10.20.2025
PM: BW QA / QC: XXX

#	ISSUANCE / REVISION	DATE

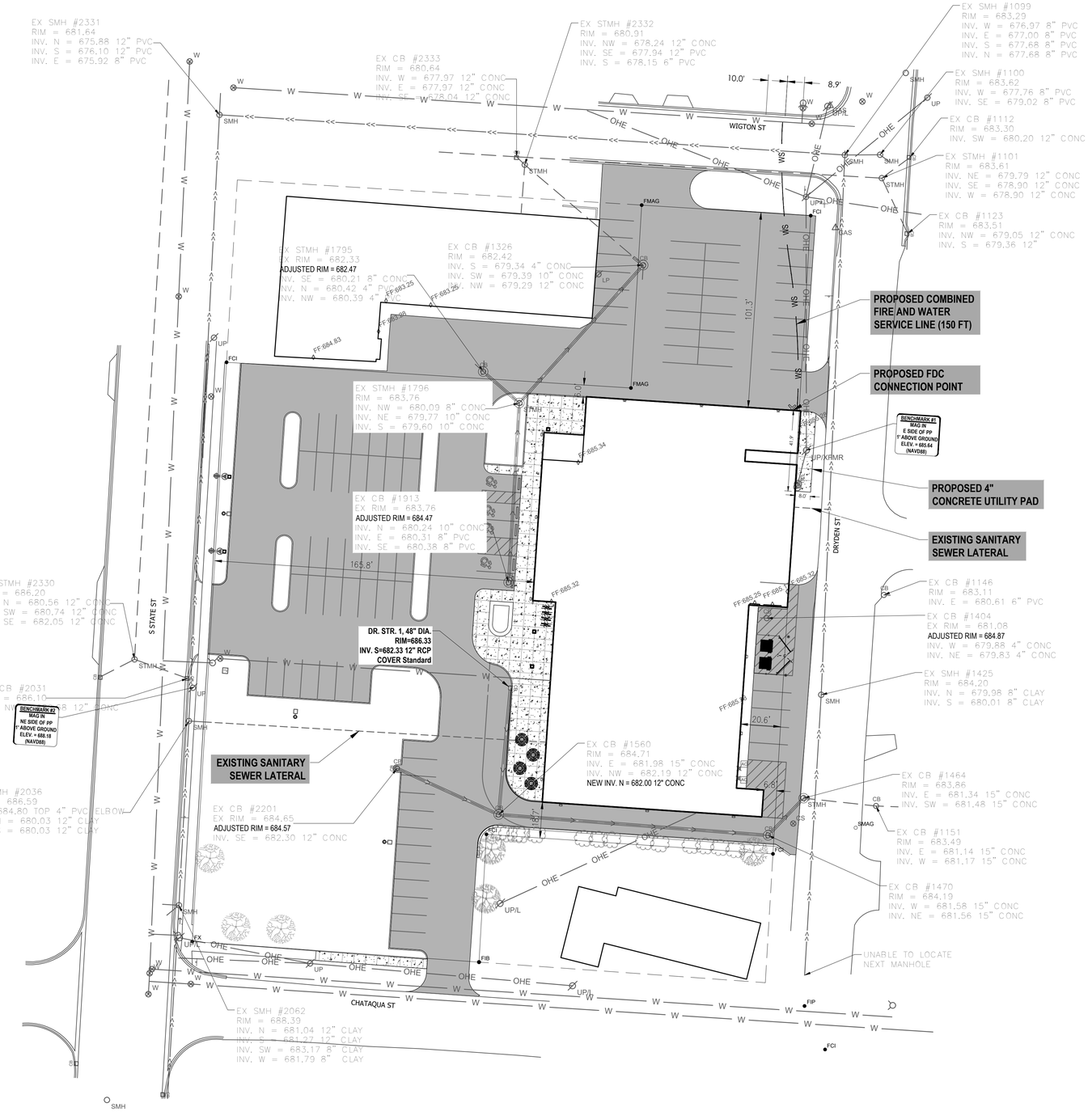
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PROJECT NO: 25-0983

C300

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CONSTRUCTION NOTES

1. Construction, Materials, and Testing of public utilities and right-of-way (ROW) shall be in accordance with the latest Standard Construction Specifications of the City of Hart, State standards and any authorities having jurisdiction.
2. Note to Contractor: call the "Miss Dig" system three full working days before you dig to schedule underground utility marking. Call toll free at 1-800-428-7171, available 24 hours per day, 7 days per week.
3. Unsuitable materials that could affect the integrity of the pipes and/or pavement shall be properly treated.
4. Any removed and/or disturbed pavement, sidewalk, curb, etc., shall be replaced using the same type of material and brought back to its original grade and alignment.
5. No closing of streets shall be permitted without prior approval from the Municipality.
6. Contractor shall take all necessary precautions to protect the work and safety of the public and provide, erect, and maintain all necessary barricades, suitable and sufficient lights, danger signals, signs, and other traffic control devices in accordance with the Michigan Manual on Uniform Traffic Control Devices.
7. Contractor shall obtain all necessary project permits form all respective governmental agencies with the exception of the Soil Erosion Permit. The Developer will obtain this permit.
8. All backfill for pipe trenches and site grading shall be performed in 6-inch lifts maximum using suitable granular material and compacted to 95% Standard Proctor to proposed subgrade. Pipe bedding shall be in accordance with ASTM D-2321 for flexible and rigid pipe. Backfill material and compaction testing shall be reviewed and performed by a qualified geotechnical testing firm approved by the Architect/Engineer.
9. Water and sewer pipes shall have a minimum horizontal separation of 10 feet from edge of pipe to edge of pipe. Whenever water pipes must cross above or below sewer pipes, a minimum vertical separation of 18 inches is required between the outside of the water pipe and the outside of the sewer pipe. If this cannot be met, the sewer pipe shall be constructed of water grade pipe meeting AWWA Standards for a distance of 10 feet each side of the water pipe. At crossings, one full length of water pipe shall be installed so that the joints will be as far from the sewer pipe as possible.
10. Discrepancies or conflicts in the plans and/or site conditions shall be communicated to the General Contractor and Engineer to ensure that clarifications and/or revisions can be made prior to construction.

GRAPHIC SCALE

30 0 15 30 60

(IN FEET)

1 inch = 30 ft.

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Kalamazoo, MI 49007
T 269.447.1800
abonmarche.com

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UTILITY PLAN

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PRELIMINARY

ISSUE DATE: 10.20.2025
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#	ISSUANCE / REVISION	DATE

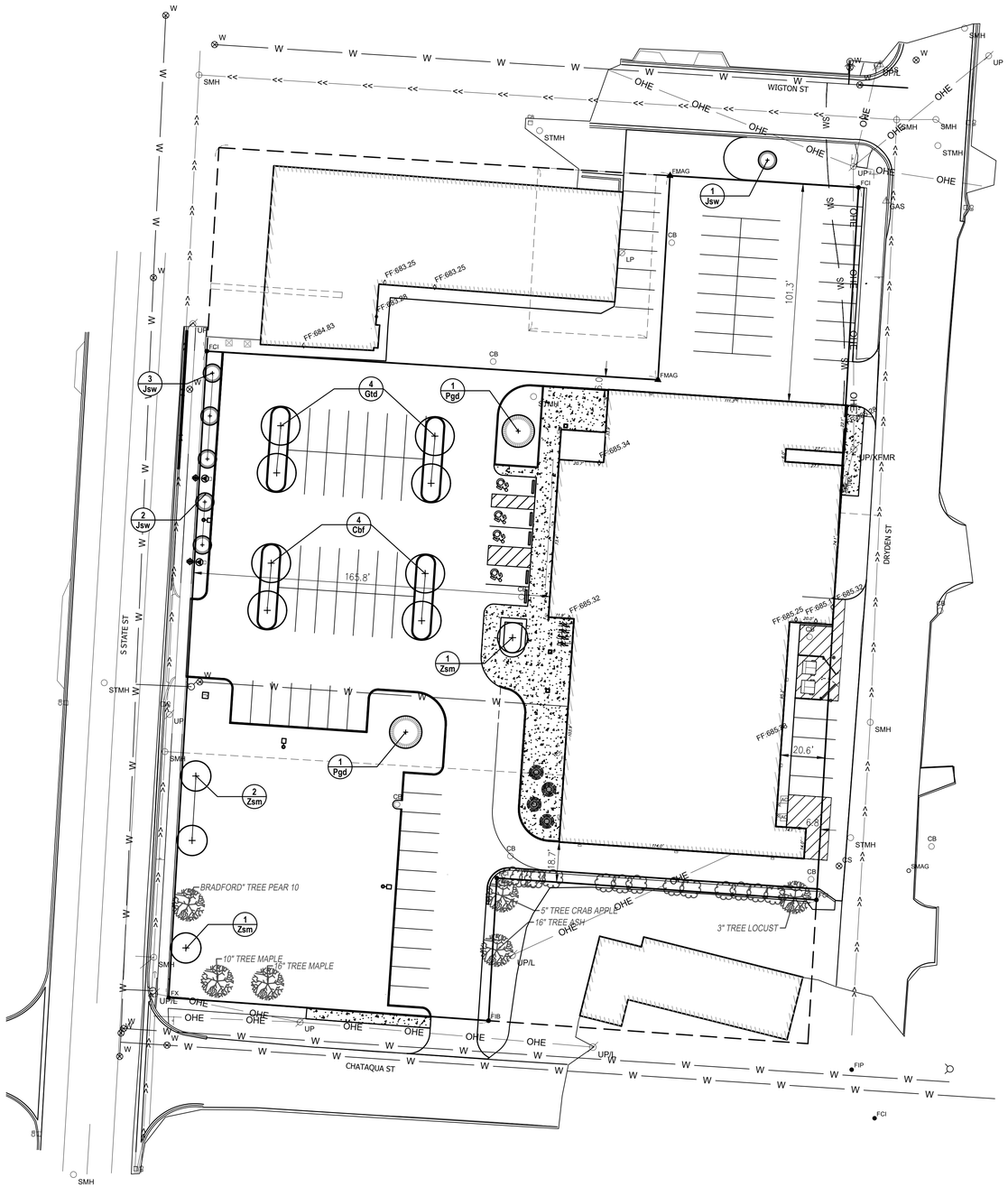
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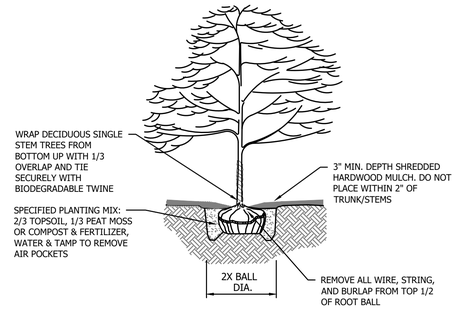
PROJECT NO: 25-0983

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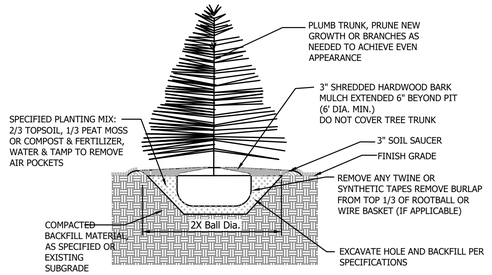
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TREE PLANTING

NOT TO SCALE



EVERGREEN TREE PLANTING

NOT TO SCALE

LEGEND

- EXISTING TREE
- DECIDUOUS TREE
- EVERGREEN TREE
- AR 12 — DENOTES PLANT TYPE / DENOTES NUMBER OF PLANTS

LANDSCAPE REQUIREMENTS

REQUIREMENT TYPE:	REQUIREMENT DESCRIPTION:	REQUIRED:	PROVIDED:
PARKING AREA LANDSCAPING SECTION 1243.22(d)(1)	(1) CANOPY TREE AND (1) EVERGREEN TREE PER 10 PARKING SPACES (79) TOTAL PARKING SPACES	8 EVG TREES 8 DEC TREES	8 EVG TREES 8 DEC TREES
PARKING AREA LANDSCAPING SECTION 1243.22(d)(4)	EACH PARKING ISLAND TO CONTAIN (1) CANOPY TREE	8 ISLANDS = 8 TREES	8 TREES

LANDSCAPE REQUIREMENTS

1. CONTRACTOR IS RESPONSIBLE FOR LOCATING AND VERIFYING ALL UTILITIES PRIOR TO COMMENCING ANY WORK. UTILITIES SHOWN ON THE DRAWINGS ARE FOR "REFERENCE ONLY" AND MAY NOT DEPICT EXACT LOCATIONS OR DEPTHS. CONTRACTOR SHALL NOTIFY 811, PRIOR TO ANY EXCAVATION FOR EXISTING UNDERGROUND UTILITY LOCATIONS.
2. CONTRACTOR SHALL EXAMINE EXISTING CONDITIONS AND VERIFY THAT THEY ARE ACCEPTABLE FOR THE REQUIRED WORK. NOTIFY THE LANDSCAPE ARCHITECT OF ANY DISCREPANCIES WITH THE INFORMATION SHOWN ON THE PLANS BEFORE BEGINNING WORK. PRIOR TO STARTING WORK, THE CONTRACTOR SHALL COMPLETE ROUGH GRADING IN PLANTING AREAS AND REMOVE ALL DEBRIS, WEEDS, AND STONES LARGER THAN ONE INCH (1") IN DIAMETER FROM THE SOIL.
3. PROTECT ALL EXISTING PAVING, STRUCTURES, UTILITIES, AND PLANT MATERIAL.
4. CONTRACTOR IS RESPONSIBLE FOR REMOVAL OF ANY EXISTING GRASS, WEEDS, OR SCRUB GROWTH WITHIN LIMITS OF PLANT BED EDGE OR WITHIN 5' DIAMETER CIRCLE AROUND THE BASE OF EACH TREE.
5. PLANS AND OTHER MATERIALS ARE QUANTIFIED AND SUMMARIZED FOR THE CONVENIENCE OF THE OWNER AND JURISDICTIONAL AGENCIES ONLY. CONTRACTOR SHALL CONFIRM AND INSTALL SUFFICIENT QUANTITIES TO COMPLETE THE WORK AS DRAWN ON THE PLANS. NO ADDITIONAL PAYMENTS WILL BE MADE FOR MATERIALS REQUIRED TO COMPLETE THE WORK AS DRAWN. CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL QUANTITIES.
6. ALL PROPOSED PLANT SUBSTITUTIONS MUST BE APPROVED BY THE LANDSCAPE ARCHITECT.
7. PLANT WARRANTY: REMOVE AND REPLACE TREES MORE THAN 25% DEAD OR IN UNHEALTHY CONDITION, OR DAMAGED DURING CONSTRUCTION OPERATIONS THAT THE LANDSCAPE ARCHITECT DETERMINES TO BE INCAPABLE OF RESTORING NORMAL GROWTH PATTERN. WARRANTY PERIOD FOR TREES: ONE YEAR AFTER SUBSTANTIAL COMPLETION.
8. PLANTS SHALL CONFIRM TO THE MINIMUM MEASUREMENTS LISTED ON THE PLANT LIST.
9. ALL PLANT MATERIAL SHALL BE SHALL COMPLY WITH ALL RECOMMENDATIONS AND REQUIREMENTS OF ANSI Z60.1-2004 "AMERICAN STANDARD FOR NURSERY STOCK." PLANT MATERIAL SHALL BE HEALTHY, VIGOROUS STOCK GROWN WITH GOOD HORTICULTURAL PRACTICE UNDER CLIMACTIC CONDITIONS SIMILAR TO THOSE OF THE PROJECT SITE, AND INSTALLED IN ACCORDANCE WITH METHODS ESTABLISHED BY THE AMERICAN ASSOCIATION OF NURSERYMEN.
10. ALL MATERIAL MUST BE TAGGED BY THE NURSERY OF ORIGIN FOR PROPER IDENTIFICATION IN THE FIELD. REMOVE ALL TAGS AT FINAL ACCEPTANCE.
11. TREE STORAGE AND HANDLING: APPLY ANTIDESICCANT TO DECIDUOUS TREES AND USING POWER SPRAY TO PROVIDE AN ADEQUATE FILM OVER TRUNKS (BEFORE WRAPPING), BRANCHES, STEMS, TWIGS, AND FOLIAGE TO PROTECT DURING DIGGING, HANDLING, AND TRANSPORTATION.

    IF DECIDUOUS TREES ARE MOVED IN FULL LEAF, SPRAY WITH ANTIDESICCANT AT NURSERY BEFORE MOVING AND AGAIN TWO WEEKS AFTER PLANTING. DELIVER PLANTS AFTER PREPARATIONS FOR PLANTING HAVE BEEN COMPLETED, AND INSTALL WITHIN 48 HOURS MAXIMUM OF DELIVERY. IF PLANTING IS DELAYED MORE THAN SIX HOURS AFTER DELIVERY, SET PLANTS AND TREES IN THEIR APPROPRIATE ASPECT (SUN, FILTERED SUN, OR SHADE), COVER BALLED AND BURLAPPED ROOT BALLS WITH BARK MULCH, AND PROTECT FROM WEATHER AND MECHANICAL DAMAGE. KEEP ROOTS MOIST BY WATERING. WATER ROOT SYSTEMS OF PLANTS STORED ON-SITE DEEPLY AND THOROUGHLY WITH A FINE- MIST SPRAY.WATER AS OFTEN AS NECESSARY TO MAINTAIN ROOT SYSTEMS IN A MOIST, BUT NOT OVERLY WET CONDITION.
12. ALL TREES TO BE MULCHED WITH 3" DEPTH NATURAL SHREDDED HARDWOOD MULCH FREE OF FOREIGN MATTER. TREES OUTSIDE OF BED LINES TO BE MULCHED WITH A 5' DIAMETER MULCH RING. MULCH SHALL NOT BE PLACED WITHIN 3" OF TRUNKS.
13. TREE WATERING BAGS: INSTALL TREEGATOR ORIGINAL SLOW RELEASE WATERING BAGS ON DECIDUOUS TREES. INSTALL AND FILL PER MANUFACTURER'S SPECIFICATIONS. REMOVE BAGS AT FINAL ACCEPTANCE.
14. FINE GRADE TOPSOIL TO ELIMINATE UNEVEN AREAS AND REMOVE DEBRIS, ROOTS, BRANCHES, AND STONES IN EXCESS OF 1 INCH SIZE. ENSURE POSITIVE DRAINAGE IS RETAINED AWAY FROM BUILDINGS DURING LANDSCAPE CONSTRUCTION ACTIVITIES. SEED AND MULCH WITH A MIX OF: 25% PERENNIAL RYEGRASS
    25% CREEPING RED FESCUE
    50% KENTUCKY BLUEGRASS
    AT A RATE OF 6LB / 1000 SQ FT
    OR APPROVED EQUAL.
15. INSTALL EROSION BLANKET ERONET S150 ON SLOPES GREATER THAN 4:1 OR WHERE REQUIRED.
16. CLEAN ALL SURFACES OF SOIL, MULCH AND LANDSCAPE DEBRIS AFTER WORK IS COMPLETE.

QUANTITIES SHOWN ON THE PLANT LIST ARE FOR THE CONTRACTOR'S INFORMATION ONLY. IN CASE OF DISCREPANCY, THE ACTUAL COUNT ON THE LANDSCAPE PLAN PREVAILS.

PLANT SCHEDULE

DEC. TREES	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER	SPACING	REMARKS
Cbf	Carpinus betulus `Fastigiata'	Pyramidal European Hornbeam	2.5" Cal.	B&B	As Shown	5' Min. Branching Ht.
Gtd	Gleditsia triacanthos inermis `Draves'	Streetkeeper Honey Locust	2.5" Cal.	B&B	As Shown	5' Min. Branching Ht.
Zsm	Zelkova serrata `Musashino'	Musashino Zelkova	2.5" Cal.	B&B	As Shown	5' Min. Branching Ht.
EVGR. TREES	**BOTANICAL NAME**	**COMMON NAME**	**SIZE**	**CONTAINER**	**SPACING**	PLANT KEY
Jsw	Juniperus scopulorum `Witchita Blue'	Wichita Blue Juniper	5' Ht.	B&B	As Shown	
Pgd	Picea glauca Densata	Black Hills Spruce	6' Ht.	B&B	As Shown	

SCALE IN FEET

30 0 15 30 60

1" = 30'

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ARCHITECT / ENGINEER

ABONMARCHE Surveying Engineering Architecture
261 East Kalamazoo Ave, Suite 100
Kalamazoo, MI 49007
T 269.447.1800
abonmarche.com

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LANDSCAPE PLAN

NOT FOR CONSTRUCTION

PRELIMINARY

ISSUE DATE: 10.20.2025

PM: BW QA / QC: XXX

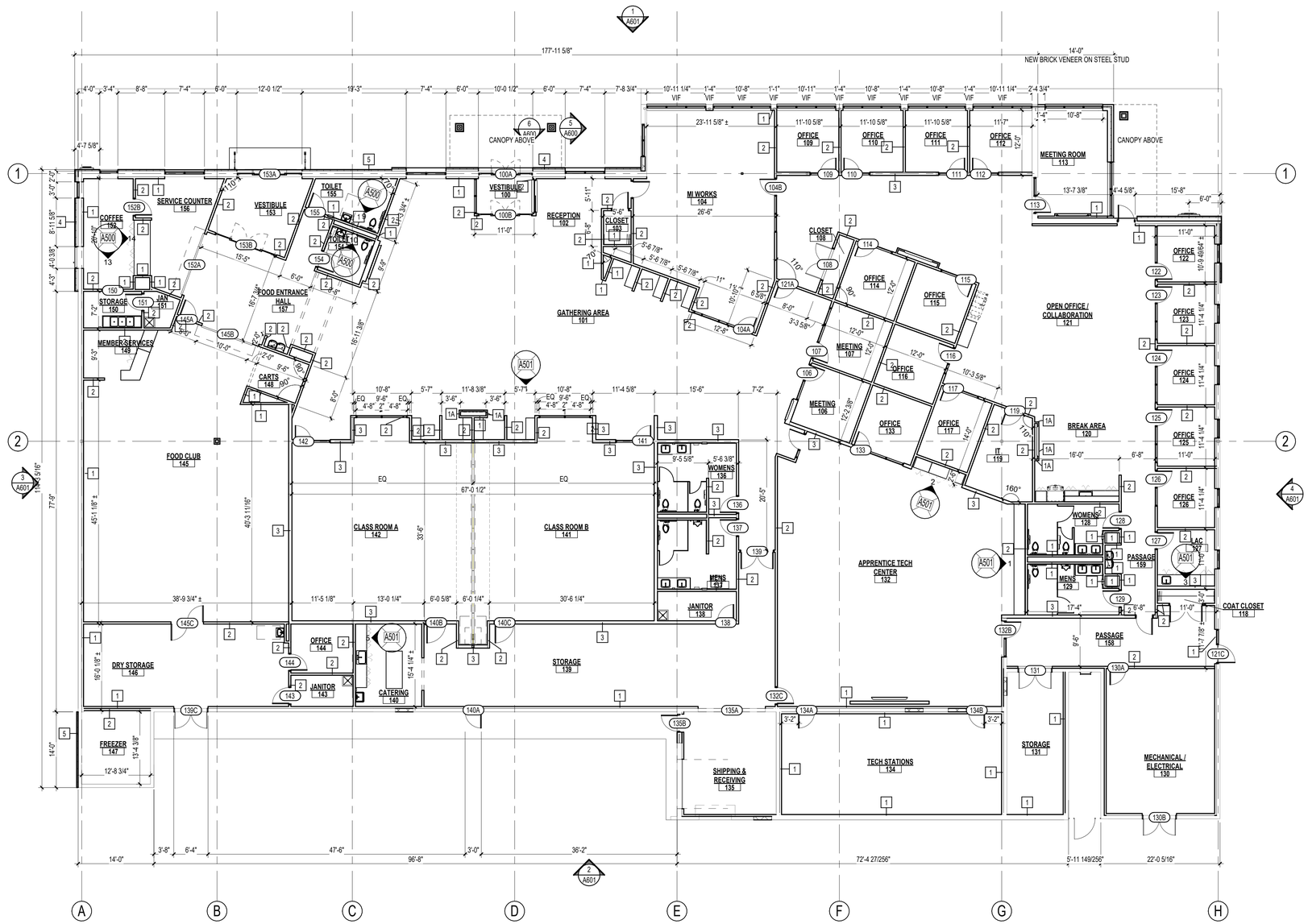
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PROJECT NO: 25-0983

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N FIRST FLOOR PLAN
SCALE: 3/32" = 1'-0"

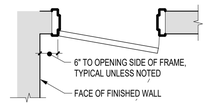
ARCHITECTURAL FLOOR PLAN NOTES:

1. COORDINATE SIZE AND LOCATION OF ALL ACCESS PANELS WITH TRADE REQUIRING THE SAME. ACCESS PANELS ARE SPECIFIED ARCHITECTURALLY BUT ARE REQUIRED TO BE PROVIDED BY EACH TRADE. ALL LOCATIONS MUST BE COORDINATED AND APPROVED BY THE ARCHITECTS FIELD REPRESENTATIVE.
2. VERIFY QUANTITY, SIZE, AND LOCATION OF ALL FLOOR, ROOF, AND WALL OPENINGS FOR ALL DISCIPLINES INCLUDING BUT NOT RESTRICTED TO MECHANICAL AND ELECTRICAL WORK WITH THE APPROPRIATE TRADE. PROVIDE ALL OPENINGS SHOWN OR REQUIRED FOR THE COMPLETION OF THE WORK. PROVIDE ALL LINTELS REQUIRED FOR THESE OPENINGS PER SPECIFICATIONS.
3. 45° DOOR SWING INDICATES DOOR AS EXISTING. ALL 90° TO 180° DOOR SWINGS REPRESENT NEW DOORS/FRAMES AS INDICATED IN SCHEDULES.
4. REFER TO "FIXTURES AND ACCESSORIES SCHEDULE" ON SHEET A001.
5. REFER TO "WALL TYPE NOTES" AND "WALL TYPE LEGEND" ON SHEET A001.
6. EXISTING WALLS LOCATIONS AND THICKNESSES ARE APPROXIMATED IMFORMATION OBTAINED FROM DIGITAL SCAN.

DIMENSION PLAN NOTES:

1. DIMENSIONS TO WALLS AND PARTITIONS:
   A. DIMENSIONS TO OUTSIDE OF EXTERIOR WALLS ARE TO FACE OF FOUNDATION UNLESS NOTED.
   B. DIMENSIONS TO NEW FRAMED WALLS ARE TO FACE OF FRAMING UNLESS NOTED.
   C. DIMENSIONS TO EXISTING WALLS ARE TO FINISHED FACE UNLESS NOTED.
   D. DIMENSIONS TO RESTROOM PRIVACY PARTITIONS ARE TO FINISHED FACES OF WALLS AND PARTITIONS UNLESS NOTED.
2. DIMENSIONS FOLLOWED BY ± ARE TO HAVE A TOLERANCE TO MEET ADJACENT DIMENSIONS. ANY NECESSARY ADJUSTMENTS ARE TO BE REVIEWED AND MADE PRIOR TO FABRICATION AND/OR INSTALLATION OF AFFECTED WORK. NOTIFY AND RESOLVE DISCREPANCIES WITH ARCHITECT BEFORE PROCEEDING WITH THE WORK.
3. REFER TO ELEVATIONS FOR LOCATIONS OF CONTROL JOINTS.

TYPICAL INTERIOR DOOR LOCATION



ABONMARCHE BYCE
Surveying
Engineering
Architecture
306 S. Kalamazoo Mall
Kalamazoo, MI 49007
T 269.381.6170
abonmarche.com

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FLOOR PLAN

Desgin Development

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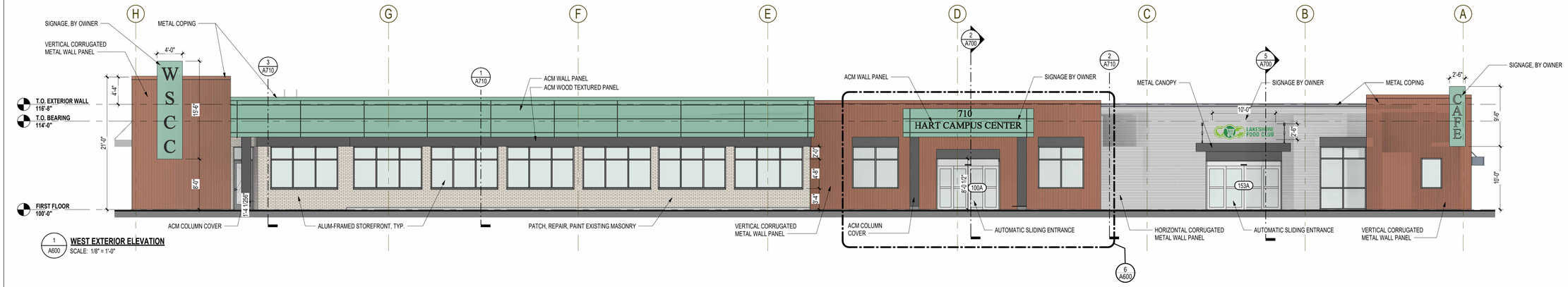
ISSUE DATE: 10/10/2025
PM: CW QA / QC:

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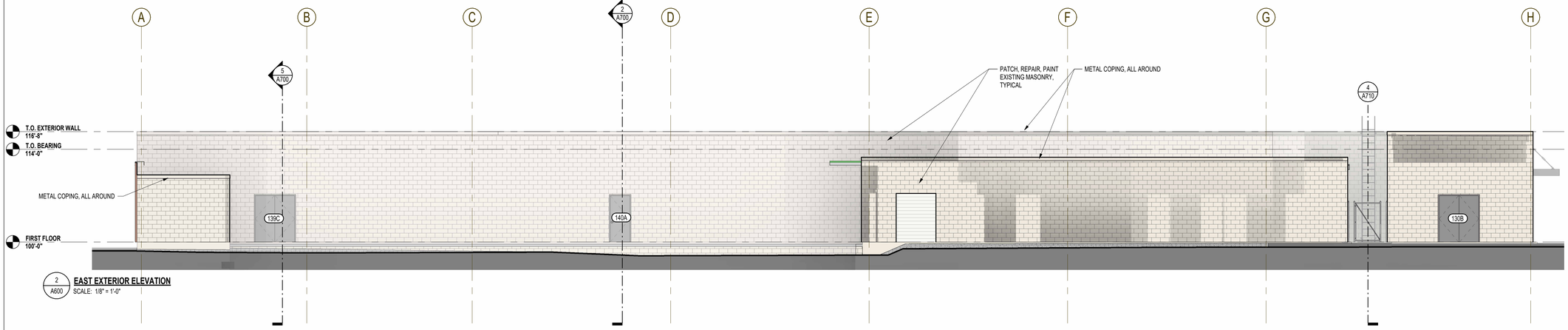
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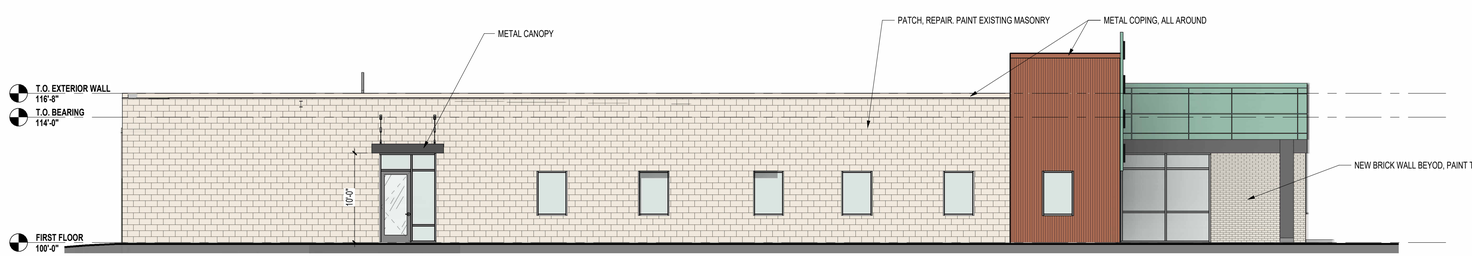
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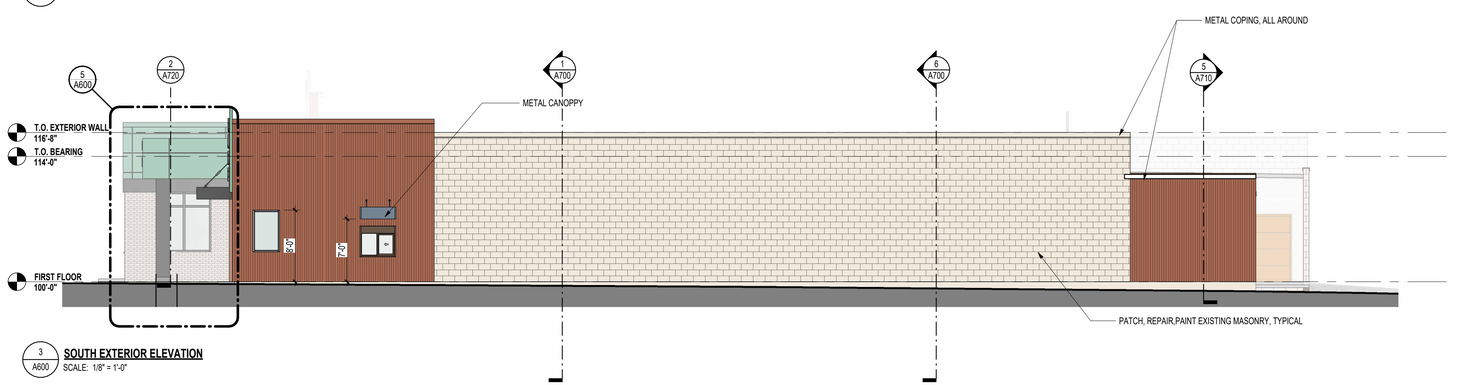
1 A600 **WEST EXTERIOR ELEVATION**
SCALE: 1/8" = 1'-0"



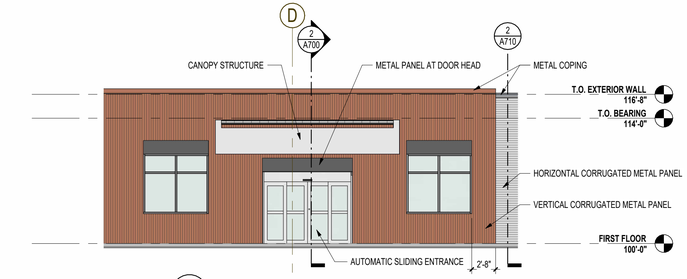
2 A600 **EAST EXTERIOR ELEVATION**
SCALE: 1/8" = 1'-0"



4 A600 **NORTH EXTERIOR ELEVATION**
SCALE: 1/8" = 1'-0"



3 A600 **SOUTH EXTERIOR ELEVATION**
SCALE: 1/8" = 1'-0"



6 A600 **WEST ELEVATION ENTRANCE BEYOND CANOPY**
SCALE: 1/8" = 1'-0"



5 A600 **SOUTH ELEVATION BEYOND CANOPY**
SCALE: 1/8" = 1'-0"

EXTERIOR ELEVATION NOTES:

1. EJ = MASONRY VENEER EXPANSION JOINT. CONTRACTOR IS TO HOLD A PRECONSTRUCTION MEETING WITH THE ARCHITECT TO REVIEW EXPANSION JOINT LOCATIONS.

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Surveying
Engineering
Architecture
306 S. Kalamazoo Mall
Kalamazoo, MI 49007
T. 269.381.6170
abonmarche.com

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EXTERIOR ELEVATIONS

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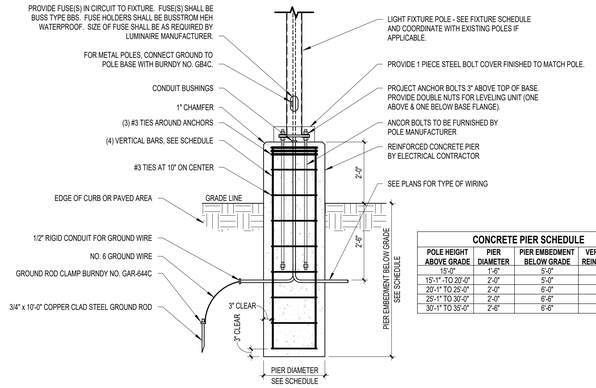
ORIGINAL SHEET IS 24"x36". USE DIMENSIONS SHOWN, DO NOT SCALE DRAWINGS.

PROJECT NO: 25-0983

A600

LIGHT FIXTURE SCHEDULE

MARK	SYMBOL	LAMPS WATTS	LAMPS TYPE	MANUFACTURER	MTG.	REMARKS
SA		234 W	LED	LUMARK: #PRV-XL-PAC3B-730-U-T4W-HSS OR EQUIVALENT POLE: #SSS - 27-6 - 4G - DM19AST1 - TP - DBLXD OR EQUIVALENT	18'-0" POLE 2'-0" BASE	HT, TALL POLE. WHERE FIXTURES ARE DOUBLE MOUNTED, USE POLE: #SSS - 27-6 - 4G - DM28AST1 - TP - DBLXD. 19636 DELIVERED LUMENS.
SB		172 W	LED	LUMARK: #PRV-XL-PA3A-730-U-T2R-HSS OR EQUIVALENT	18'-0" POLE 2'-0" BASE	HT, TALL POLE. WHERE FIXTURES ARE DOUBLE MOUNTED, USE POLE: #SSS - 27-6 - 4G - DM28AST1 - TP - DBLXD. 19636 DELIVERED LUMENS.
SC		53 W	LED	LUMARK: #PRV-P-PA1B-730-U-T4W-HSS OR EQUIVALENT	WALL 15'-0" AFF	EXTERIOR EGRESS LIGHT W/ MOTION/AMBIENT LIGHT SENSOR W/ INTEGRATED EMERGENCY BATTERY PACK. 19000 DELIVERED LUMENS. 4000K COLOR TEMPERATURE.
SD		53 W	LED	LUMARK: #PRV-P-PA1B-730-U-T2R-HSS OR EQUIVALENT	WALL 15'-0" AFF	EXTERIOR EGRESS LIGHT W/ MOTION/AMBIENT LIGHT SENSOR W/ INTEGRATED EMERGENCY BATTERY PACK. 19000 DELIVERED LUMENS. 4000K COLOR TEMPERATURE.

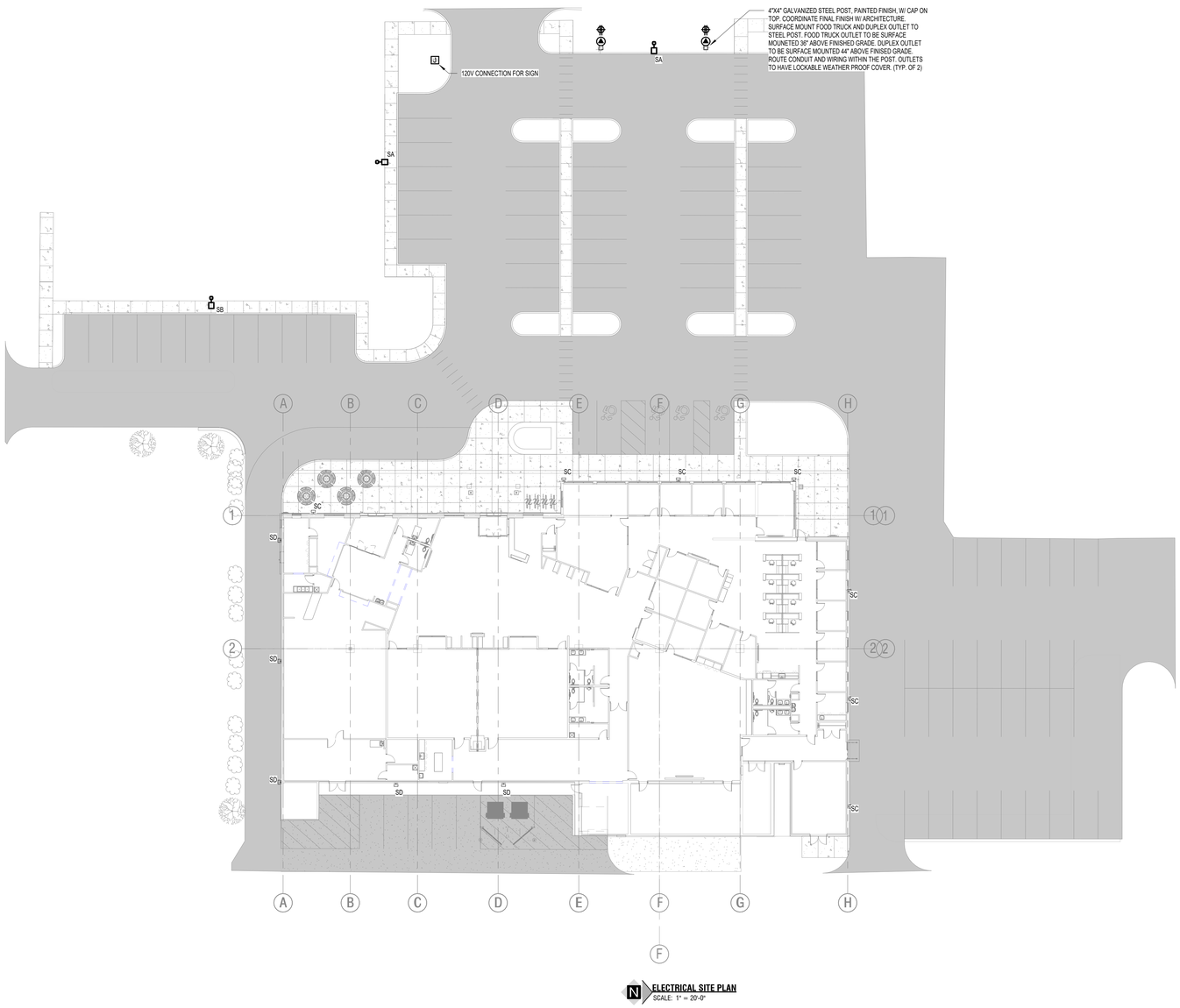


CONCRETE PIER SCHEDULE

POLE HEIGHT ABOVE GRADE	PIER DIAMETER	PIER EMBEDMENT BELOW GRADE	VERTICAL PIER REINFORCEMENT
15'-0"	1'-6"	5'-0"	(4) #4
15'-1" TO 20'-0"	2'-0"	5'-0"	(4) #4
20'-1" TO 25'-0"	2'-0"	6'-0"	(4) #4
25'-1" TO 30'-0"	2'-0"	6'-6"	(4) #4
30'-1" TO 35'-0"	2'-6"	6'-6"	(4) #5

*** VERIFY BASE SIZE WITH MANUFACTURER/SUPPLIER TO ACCOMMODATE POLE FIXTURE(S) LOADING PER IES RECOMMENDATIONS.

1 **LIGHT FIXTURE POLE INSTALLATION DETAIL**
SCALE: NO SCALE



N **ELECTRICAL SITE PLAN**
SCALE: 1" = 20'-0"

OWNER
WEST SHORE Community College

DESIGN-BUILD CONTRACTOR
WIELAND
EXCELLENCE IN CONSTRUCTION

ARCHITECT / ENGINEER
ABONMARCHE BYCE
Surveying
Engineering
Architecture
261 East Kalamazoo Ave, Suite 100
Kalamazoo, MI 49007
T 269.447.1800
abonmarche.com
ABONMARCHE CONSULTANTS, INC.

© 2025

100% Design Development

West Shore Community College

710 South Street, Hart, MI 49420

ELECTRICAL SITE PLAN

NOT FOR CONSTRUCTION

PRELIMINARY
NOT FOR CONSTRUCTION

ISSUE DATE: 10/16/25
PM: CW QA / QC:

#	ISSUANCE / REVISON	DATE

ORIGINAL SHEET IS 30"x42". USE DIMENSIONS SHOWN, DO NOT SCALE DRAWINGS.

PROJECT NO: 25-0983

EC100

BUILDING CODE ANALYSIS AND REVIEW

BUILDING DATA

PROJECT:
WEST SHORE COMMUNITY COLLEGE

PROJECT ADDRESS:
710 SOUTH STREET, HART, MI 49420

MUNICIPALITY:
CITY OF HART, MI

APPLICABLE BUILDING CODES:

- 2021 MICHIGAN BUILDING CODE (MBC)
- 2021 MICHIGAN PLUMBING CODE (MPC)
- 2021 MICHIGAN MECHANICAL CODE (MMC)
- 2023 NATIONAL ELECTRICAL CODE WITH MICHIGAN PART 8 RULES (NEC)
- MICHIGAN COMMERCIAL ENERGY CODE / ANSI/ASHRAE/IES STANDARD 90.1-2019
- 2021 INTERNATIONAL FIRE CODE (IFC)
- UNIFORM FEDERAL ACCESSIBILITY STANDARDS (ADA)
- MICHIGAN ACCESSIBILITY CODE ICC / ANSI 117.1-2009

MBC CHAPTER 3: USE AND OCCUPANCY CLASSIFICATION

THIS PROJECT IS DESIGNED AS A MIX OF BUSINESS GROUP B AND MERCANTILE - M

SECTION 304 EDUCATION ABOVE 12th GRADE - GROUP B

SECTION 309 MERCANTILE - GROUP M

MBC CHAPTER 5: GENERAL BUILDING HEIGHTS AND AREAS

BUILDING SQUARE FOOTAGES

BUSINESS	18,840 S.F.
MERCANTILE	4,660 S.F.
TOTAL	23,500 S.F.

		REQUIRED:	PROVIDED:
TABLE 504.3	ALLOWABLE BUILDING HEIGHT ABOVE GRADE:	75'-0"	17'-8"
TABLE 504.4	ALLOWABLE NUMBER OF STORIES ABOVE GRADE:	3 STORIES	1 STORY
TABLE 506.2	ALLOWABLE AREA FACTOR BY TABLE:	38,000 S.F.	23,428 S.F.
TABLE 506.3	FRONTAGE INCREASE:	_____ S.F.	_____ S.F
TABLE 509	INCIDENTAL USES: FIRE SUPPRESSION REQUIRED AND PROVIDED AT _____		

MBC CHAPTER 6: TYPES OF CONSTRUCTION

SECTION 602.2 CONSTRUCTION CLASSIFICATION: FRAME CONSTRUCTION (IBC **TYPE III-B**)

TABLE 601 FIRE RESISTANT RATINGS FOR BUILDING ELEMENTS

PRIMARY STRUCTURAL FRAME:	0 HOURS
BEARING WALL - EXTERIOR:	2 HOURS
NON-BEARING WALLS - EXTERIOR:	SEE TABLE 602
NON-BEARING WALLS - INTERIOR:	0 HOURS
FLOOR CONSTRUCTION:	0 HOURS
ROOF CONSTRUCTION:	0 HOURS

MBC CHAPTER 7: FIRE AND SMOKE PROTECTION FEATURES

TABLE 705.5 FIRE RESISTANT RATINGS FOR EXTERIOR WALLS

FIRE SEPARATION DISTANCE = X	REQUIRED RATING
X < 5'-0"	1 HOURS
5'-0" ≤ X < 10'-0"	1 HOURS
10'-0" ≤ X < 30'-0"	1 HOURS
X < 30'-0"	0 HOURS

TABLE 716.5 OPENING FIRE PROTECTION ASSEMBLIES, RATINGS AND MARKINGS - NO FIRE SEPARATION REQUIRED

MBC CHAPTER 8: INTERIOR FINISHES

TABLE 803.11 INTERIOR WALL AND CEILING FINISH REQUIREMENTS BY OCCUPANCY

INTERIOR WALL AND CEILING FINISHES

	CLASS	FLAME SPREAD INDEX	SMOKE DEVELOPED INDEX
INTERIOR EXIT STAIRWAYS, RAMPS, AND EXIT PASSAGEWAYS:	B	26-75	0-450
CORRIDORS AND ENCLOSURE FOR EXIT ACCESS STAIRWAYS AND RAMPS:	C	76-200	0-450
ROOMS AND ENCLOSED SPACES:	C	76-200	0-450

INTERIOR FINISH FLOOR REQUIREMENTS
INTERIOR WALL AND CEILING FINISHES

	CLASS	WATTS / CM2
EXIT ENCLOSURES AND PASSAGEWAY	II	.22 OR GREATER
CORRIDORS	II	.22 OR GREATER
ROOMS AND ENCLOSED SPACES	II	.22 OR GREATER

MBC CHAPTER 9: FIRE PROTECTION SYSTEMS

		REQUIRED	PROVIDED
SECTION 903.2	AUTOMATIC SPRINKLER SYSTEMS:	YES	YES
SECTION 903.2.9.1	NFPA 13 COMPLIANCE FIRE SUPPRESSION SYSTEM IS REQUIRED. PROVIDE ONLY IN THE I-3 USE GROUP, NON SPRINKLED IN THE B USE GROUP.		
SECTION 906	PORTABLE FIRE EXTINGUISHERS:	YES	YES
SECTION 906.3	MINIMUM RATED SINGLE EXTINGUISHER:		2-A
	MAXIMUM FLOOR AREA PER UNIT OF A:		1500 S.F.
	MAXIMUM FLOOR AREA PER EXTINGUISHER:		11,250 S.F.
	MAXIMUM TRAVEL DISTANCE TO EXTINGUISHER:		75'-0"
SECTION 907.2.2	FIRE ALARM SYSTEM:	YES	YES

MBC CHAPTER 10: MEANS OF EGRESS

SECTION 1004 OCCUPANCY LOAD: BY TABLE
11,069 / 100 = 111 PERSONS.
(USED TO CALCULATE PLUMBING FIXTURES)

TABLE 1006.2.1 MAXIMUM COMMON PATH OF TRAVEL: 75'-0"

TABLE 1017.2 MAXIMUM EXIT ACCESS TRAVEL DISTANCE: 200'-0"
TABLE 1017.2 EXISTING ACCESS TRAVEL DISTANCE. B-USE GROUP MAXIMUM 200'-0" NON-SPRINKLER

TABLE 1020.1 REQUIRED CORRIDOR FIRE RESISTANCE RATING: 1 HOUR FIRE PARTITIONS

TABLE 1020.2 MINIMUM CORRIDOR WIDTH: 44"

MPC CHAPTER 4: FIXTURE, FAUCETS AND FIXTURE FITTINGS

TABLE 403.1

FIXTURE	WATER CLOSETS			LAVATORIES			SHOWERS		DRINKING FOUNTINS	SERVICE SINKS
	MALE	FEMALE	UNISEX	MALE	FEMALE	UNISEX	MALE	FEMALE		
REQUIRED:	5	5	-	2	2	-	0	0	2	1
PROVIDED:	**5**	**5**	**0**	**5**	**5**	**2**	**0**	**0**	**2**	**3**

MBC CHAPTER 13: ENERGY EFFICIENCY (ASHRAE 90.1-2019)

FIGURE 301.1A CLIMATE ZONE 6A

ENERGY CODE COMPLIANCE

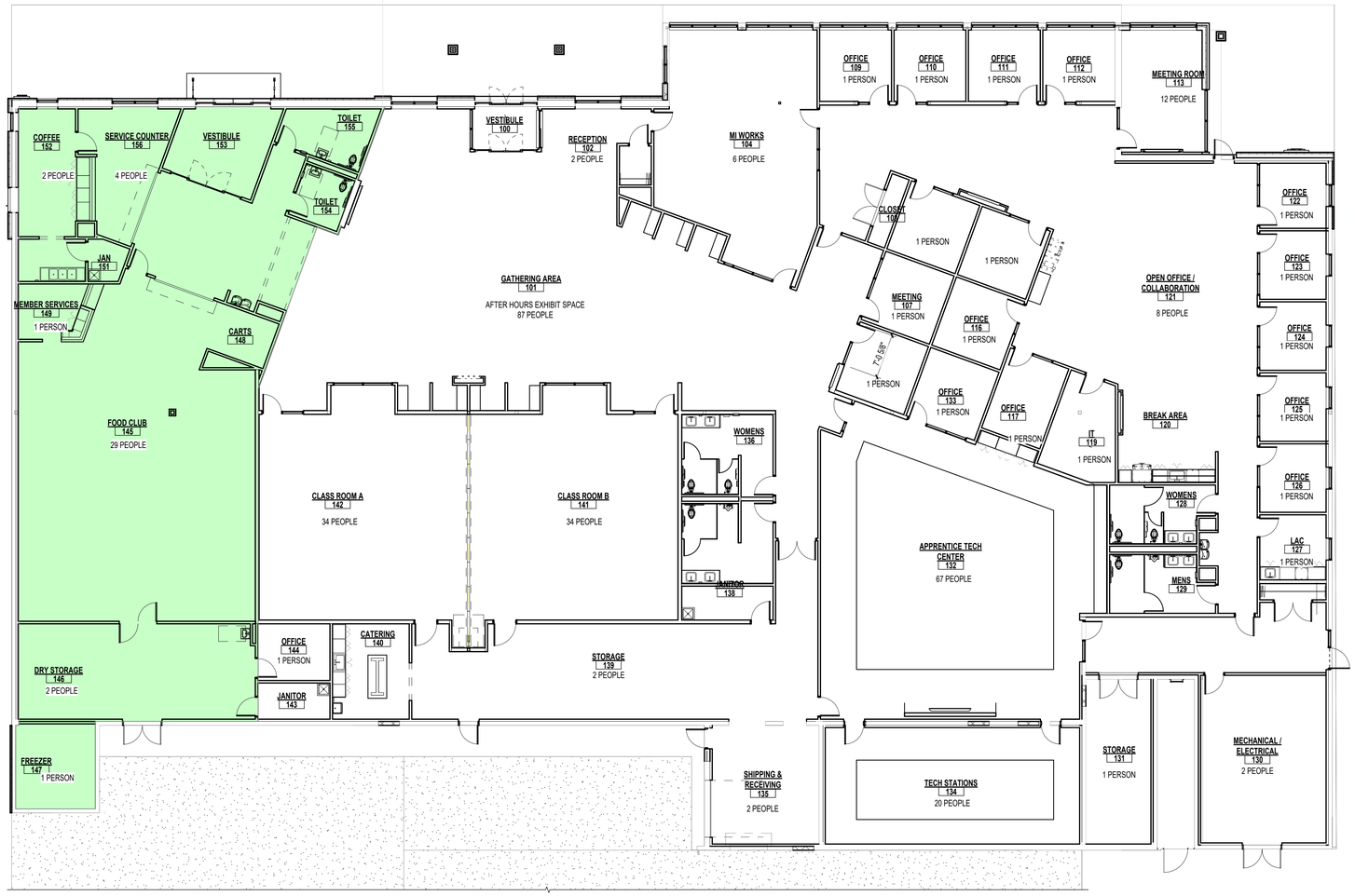
SPACE CONDITIONING CATEGORY: NON-RESIDENTIAL CONDITIONED

REQUIRED

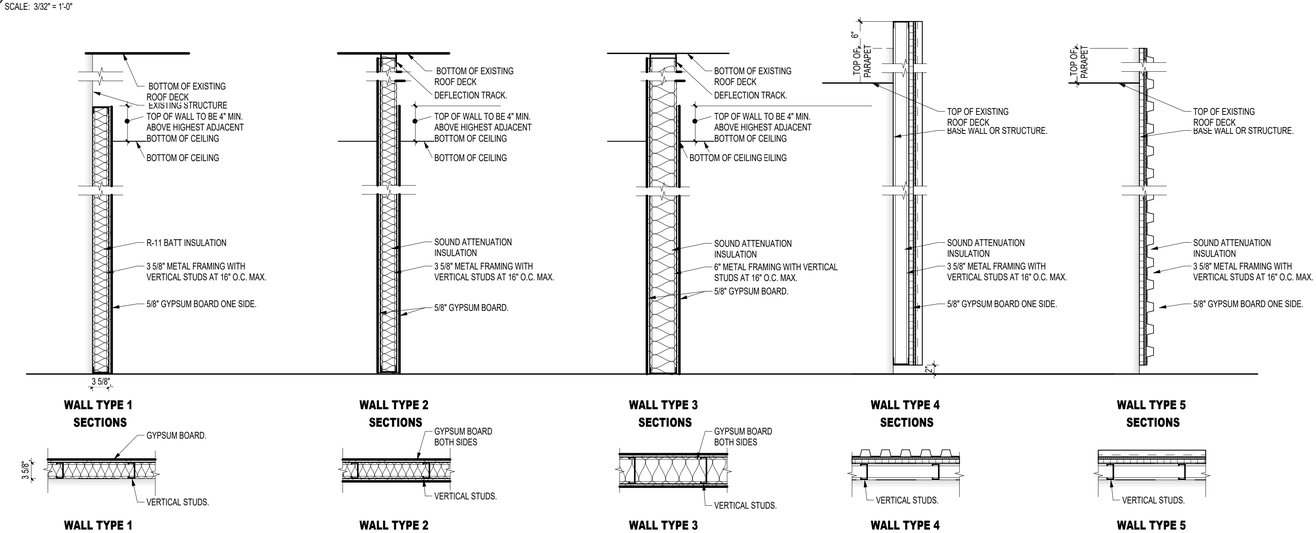
MANDATORY PROVISIONS:

	REQUIRED	PROVIDED
ROOF INSULATION ABOVE DECK:	R30 CI	R - CI
WALLS - MASS:	R13.3 CI	R - CI
WALLS - STEEL FRAMED:	R13 + 12.5 CI	R -
SLAB ON GRADE - UNHEATED:	R20 FOR 24"	R -
SWING DOORS:	U < 0.37	COMPLIANT
NON-SWING DOORS:	U < 0.31	COMPLIANT
METAL FRAMED ENTRANCE DOORS:	U < 0.63, SNGC < 0.34	COMPLIANT
METAL FRAMED FIXED WINDOWS:	U < 0.34, SNGC < 0.38	COMPLIANT

MERCANTILE EDUCATION



N **1.0 - First Floor Code Compliance Plan** GROSS AREA: 23,500 S.F. EMPLOYEES: 28 PEOPLE
SCALE: 3/32" = 1'-0"



A **A - Wall Type Legend**
SCALE: 3/4" = 1'-0"

GENERAL NOTES:

1. DRAWINGS ESTABLISH THE DESIGN INTENT OF WORK TO BE PERFORMED. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE HIGHEST INDUSTRY STANDARDS. ALL PRODUCTS SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS. ALL TRADES SHALL CAREFULLY COORDINATE WORK OF ALL OTHER TRADES. ANY DISCREPANCIES, AMBIGUITIES, OMISSIONS, OR CONFLICTS SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE ARCHITECT AND THE OWNER PRIOR TO FABRICATION OR INSTALLATION.
2. CONTRACTORS SHALL BE RESPONSIBLE FOR CHECKING DOCUMENTS FOR COORDINATION BETWEEN ALL DISCIPLINES INCLUDING BUT NOT RESTRICTED TO ARCHITECTURAL, STRUCTURAL, CIVIL, MECHANICAL, PLUMBING AND ELECTRICAL.
3. CONTRACTORS SHALL BE RESPONSIBLE FOR FIELD VERIFYING EXISTING CONDITIONS AND FOR VERIFYING THEM WITH THE CONTRACT DOCUMENTS. ANY DISCREPANCY IN THE CONTRACT DRAWINGS AND SPECIFICATIONS SHALL BE BROUGHT TO THE NOTICE OF THE ARCHITECT PRIOR TO ANY FABRICATION OR CONSTRUCTION.
4. CONTRACTOR SHALL NOTIFY ARCHITECT IMMEDIATELY IF ANY UNFORESEEN STRUCTURAL OR UTILITY RELATED ISSUES ARISE DURING DEMOLITION OR EXCAVATION.
5. DIMENSIONS PROVIDED ARE TO BE USED FOR ALL WORK. SCALED LENGTHS FROM DOCUMENTS MAY NOT BE ACCURATE OR AS INTENDED AND ARE NOT TO BE USED.
6. DIMENSIONS FOLLOWED BY ± SHOULD BE REVIEWED AND ALL NECESSARY ADJUSTMENTS MADE PRIOR TO FABRICATION AND/OR INSTALLATION OF AFFECTED WORK.
7. NOTIFY AND RESOLVE DIMENSION DISCREPANCIES WITH ARCHITECT BEFORE PROCEEDING WITH THE WORK.
8. COORDINATE SIZE AND LOCATION OF ALL EQUIPMENT SUPPORTS INCLUDING BUT NOT RESTRICTED TO CONCRETE HOUSEKEEPING PADS WITH APPROPRIATE EQUIPMENT MANUFACTURER.
9. STRUCTURAL ITEMS INCLUDING, BUT NOT EXCLUSIVE TO, FOUNDATIONS, FRAMING, AND REBAR SHOWN GRAPHICAL AND NOT SPECIFIED, WITHIN DISCIPLINES OTHER THAN STRUCTURAL ARE FOR REFERENCE ONLY

CODE COMPLIANCE PLAN LEGEND:

PATH OF EGRESS
- 150'-0" A — EGRESS PATH TOTAL LENGTH / EGRESS PATH ID
- EGRESS PATH BEGINING.
- EGRESS PATH DIRECTION.
- EGRESS PATH END.

EXIT EGRESS EXIT

- 2 HOUR FIRE BARRII
- 1 HOUR FIRE BARRIER · 45 MINUTE OPENING PROTECTION.
- 1 1/2 HOUR FIRE PARTITION. · 20 MINUTE OPENING PROTECTION.
- 1 HOUR SMOKE BARRIER. · 20 MINUTE OPENING PROTECTION.
- 1 1/2 HOUR SMOKE BARRIER. · 20 MINUTE OPENING PROTECTION.
- SMOKE PARTITION. · NO RATING REQUIRED.
- 1 HOUR HORIZONTAL ASSEMBLY

CODE COMPLIANCE DOOR TAG:
- 101 / 12 — DOOR NUMBER / NUMBER OF OCCUPANTS SERVED
- 4.6 / 32" — PROVIDED WIDTH
- 20 — REQUIRED FIRE RESISTANCE RATING (MINUTES). N.R. = NOT RATED.
- REQUIRED WIDTH

EXIT SIGN: COORDINATE ALL EXIT SIGNS WITH ELECTRICAL

ABONMARCHE BYCE
Surveying
Engineering
Architecture
306 S. Kalamazoo Mall
Kalamazoo, MI 49007
T 269.381.6170
abonmarche.com
ABONMARCHE CONSULTANTS, INC.

© 2025

OWNER

WEST SHORE Community College

DESIGN-BUILD CONTRACTOR

WIELAND
EXCELLENCE IN CONSTRUCTION

50% Construction Documents

West Shore Community College

710 South Street, Hart, MI 49420

CODE COMPLIANCE COVER

Desgin Development

PRELIMINARY NOT FOR CONSTRUCTION

ISSUE DATE: 10/10/2025
PM: CW QA / QC:

#	ISSUANCE / REVISON	DATE

ORIGINAL SHEET IS 24"x36". USE DIMENSIONS SHOWN, DO NOT SCALE DRAWINGS.

PROJECT NO: 25-0983

G002

CITY OF HART
407 State St
Hart, MI 49420
231-873-2488 (p)
231-873-0100 (f)
www.cityofhart.org

Special Land Use Application
Fee: $300 in addition to any applicable site plan fees

APPLICATION FOR SPECIAL LAND USE

APPLICANT INFORMATION

Name of Applicant: West Shore Community College

Address: 3000 N Stiles Rd. Scottville, Mi 49454

Telephone: (231) 843-5516 E-mail: mfoster3@westshore.edu

Are you the owner of record for the property of the requested special land use? ✓ YES ____ NO

If you are NOT the owner of record for the property of the requested rezoning, please complete the below section PROPERTY OWNER INFORMATION.

PROPERTY OWNER INFORMATION

Name of Property Owner: See Above

Address: _____

Telephone: _____ E-mail: _____

LOCATION OF PROPERTY FOR WHICH THIS SPECIAL LAND USE IS REQUESTED

Property Address: 710 S State St, Hart, MI 49420

Cross Streets: S. State St and Chataqua St.

Parcel ID Number: _____ Lot Size (in acres): 2.03 Ac

Lot Width: +/-300' Lot Depth: +/- 297'

Present Zoning Classification: B-2

Requested Zoning Classification: B-1operating in B-2

Zoning District of Adjacent Properties to the: North B-2 South B-2 East A West B-2

In the area provided or on a separate sheet, please give a detailed description of the proposed land use:

Renovate the existing grocery store into a mixed use facility:
Adult education
Food Club
Cafe
Requesting special land use for a drive thru window on the south side of the above referenced building for the Cafe.

In the area provided or on a separate sheet, explain how the requested Special Land Use meets the required standards as detailed in the City of Hart Code of Ordinances Chapter 1256

Specifically, how the requested Special Land Use:

1) Will be harmonious, and in accordance with the objectives, intent and purpose of this chapter:

Window will provide a quick grab and go coffee serve within the proposed property without impacting its neighbors.

2) Will be compatible with a natural environment and existing and future land uses in the vicinity:

Yes. We plan to use the existing drive along the south side of the property. This will allow access to the window without adding additional pavement of curb cuts, that may adversely affecting traffic flow.

3) Will be compatible with the city master plans:

Yes. Existing building already meets current and future master plan.

4) Will be served adequately by essential public facilities and services, such as highways, streets, police and fire protection, drainage ways and structures, refuse disposal, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately for such services:

Yes. Existing building already meets these standard.

5) Will not be detrimental, hazardous, or disturbing to existing or future neighboring uses, persons, property, or the public welfare:

Yes

6) Will not create additional requirements at public costs for public facilities and services that will be detrimental to the economic welfare of the community:

Yes

OTHER REQUIRED INFORMATION

1) The names and address of all record owners AND proof of ownership (i.e. a deed). Deeds can be obtained from Oceana County.
2) If applicant is not the owner of the property, the City requires a letter from the owner of record authorizing the applicant to make this application.
3) Legal description of property in question.
4) A scaled and accurate survey drawing correlated with a legal description showing all existing buildings, drives, and other improvements. Include 10 copies of a parcel map drawn at a scale of not less than 1" = 200' if the parcel is under three acres and 1" = 100' if the parcel is three acres or more.
5) A site plan, if requested by the Planning Commission. (Requirements are detailed in Chapter 1258).

Mitch Foster
PRINT Name of Applicant

Mitchell W. Foster
SIGNATURE of Applicant

10/14/2025
Date

FOR OFFICE USE ONLY

Date Received: _____ Checked By: _____ Fee Collected: _____

MCKENNA

Memorandum

TO: City of Hart Planning Commission

FROM: James McManus, AICP, Principal Planner

SUBJECT: **Spot On Pho Site Plan Review**

DATE: October 29th, 2025

City of Hart Planning Commission:

McKenna has reviewed the Site Plan for the proposed Spot On Pho and Boba Tea commercial building which was prepared and submitted to the City on October 20th, 2025. The commercial building will be located at 4043 S State Street as a new building on the same parcel as Vicky's Spa and a residential house, and we offer the following review analysis comments.

Project Summary

Spot On Pho and Boba Tea has proposed to construct a new restaurant at 4043 W Polk Rd. The property is currently in Hart Township and is proposed to be annexed into the City of Hart and be zoned B-2 – General Business.

The property includes an existing residential building with an attached Home Occupation commercial use. There are two current parking spaces on site and the existing driveway is proposed to serve as access to the current and new uses. The submitted site plan illustrates a new parking lot and a new driveway access to an existing "Service Drive" on the west side of the parcel.

FINDINGS OF FACT

The applicant proposes to construct a new building to house a new restaurant that will offer onsite seating and carry out service. This type of development:

1. Is a permitted use in the B2 – General Business District subject to Site Plan Review.

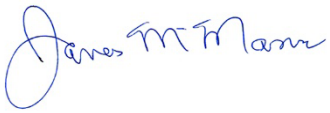
2. Is subject to additional reviews by the City of Hart Department of Public Works, City Engineer, and Fire Marshall. Further, the development may need to be reviewed by Oceana County Drain Commissioner regarding stormwater management.

The attached Site Plan Review summarizes our findings for the Spot On Pho and Boba Tea Site Plan.

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

Respectfully submitted,



James McManus, AICP

Principal Planner

Site Plan Review

SUMMARY

Standards for Site Plan Review are set forth by several sections of the City of Hart's Zoning Ordinance. This review will evaluate each section individually so that the Planning Commission will have the necessary information to base their decision. Items that are underlined may require additional discussion and/or identify outstanding items that need to be addressed by the applicant.

1. ZONING & USE

The subject site is zoned B2- General Business District. The intent of the B-2 District is:

"to provide for an orderly an concentrated development of business outside the CBD in areas designated in the City Master Plan in order to serve the needs of the motoring public and local residents. A wide range of retail service, office governmental, institutional, and limited residential uses are permitted."

Location	Existing Land Use	Zoning District
Subject Site	Home and Home Occupation/ proposed use will be added to the property.	B-2– General Business

2. SCHEDULE OF REGULATIONS

Section 1250.04 outlines the requirements as it pertains to lot size, yards, setbacks and other dimensional regulations within the B-2 – General Business District.

Findings.

The proposed building meets dimensional standards for the RM – Multiple Family Residential District.

Requirement Type	Required	Proposed	Comments
Minimum Lot Size	none	1.57 acres	Complies
Minimum Lot Width	none	346.5 ft	Complies
Front Yard Setback	20 ft.	20 ft minimum	Complies
Side Yard Setback	0 ft.	83 ft	Complies
Rear Yard Setback	0 ft.	6 ft	Complies
Building Height	35 ft.	One-story	Complies

3. OFF-STREET PARKING

Parking. Parking is regulated in Chapter 1260 of the Zoning Ordinance.

Section 1260.10 specifies that there is one parking space for each 300 square feet of floor space for Commercial uses.

Findings: The existing building is approximately 1785 square feet in size, and the new building is proposed to be 1232 square feet in size so the new development will be required to provide 13 parking spaces per the Ordinance regulations. The Site Plan indicates that 25 parking spaces will be in site, of which two (2) will be designated as Handicapped parking.

4. SITE PLAN REVIEW GUIDELINES

Chapter 1258 provides the guidelines for the required information to be included on a Site Plan. Section 1258.05 outlines the following items that shall be included in a submitted Site Plan:

Required Item to be considered	**Complies**
Appropriate Scale	Yes
Plan Completion Source (Architect, Engineer)	Yes
Date, North Point	Yes
Lot Dimensions	Yes
Contour Lines/Topography	Yes
Structure Siting	Yes
Architectural elevations of the Building	Not Included
Setbacks, Egress	Yes*
Drives/Parking	Yes**
Loading Areas	Yes
Pedestrian Walks	Yes
Walls/Fences	Yes
Dumpster with Fencing	Yes

Lighting Plan	No
Abutting Streets	Yes
Surface Treatments	Yes
Storm Water Management	Yes***
Sewer and Water Lines	Yes
Signage	No
Significant Environmental Features	N/A
Hazardous Materials	N/A

* There is a proposed egress onto a service drive on the west side of the property. This service drive appears to be privately owned. Has an easement been recorded or has permission been granted for this access drive?

** Polk Road is included in the Business 31 route and is governed by MDOT. Since the use is a change to the existing use of the property, MDOT will likely need to conduct a review of the existing access drive onto Polk Road prior to issuing any permits. The Planning Commission should have that documentation prior to issuing a final approval. Also, the Landscaping regulations indicate that both deciduous trees and coniferous trees need to be planted on site. The deciduous trees are illustrated; however, there are no coniferous trees on the plan. The plan does include Coniferous shrubs, and per the Ordinance, the Planning Commission does have some discretion with that requirement.

*** Storm water management verification should be completed prior to final approval.

5. FINDINGS

The Site Plan for Spot On Pho is reasonably in compliance with the provisions of the City of Hart's zoning ordinance; however, there are a few items beyond the items previously identified that need to be addressed before final approval can be given. First and foremost, the annexation and rezoning need to be completed before the Planning Commission can make an approval about the Site Plan. Second, an architectural profile that clearly illustrates the design of the new building needs to be submitted. That illustration should clearly indicate any wall signage that may be proposed for the new building. Third, the lighting plan needs to be more detailed. Schematics of the poles and fixtures need to be included with the Site Plan. All of the fixtures need to ensure that no stray lighting will go onto neighboring properties or the roads.

McKenna would recommend that a conceptual site plan approval be given for the proposed use and placement of the building, but formal site plan approval should be delayed until the items identified in this review have been completed and submitted for consideration.

FURNISHED DESCRIPTION (PARCEL 007-019-200-08):

PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 19, TOWN 15 NORTH – RANGE 17 WEST, HART TOWNSHIP, OCEANA COUNTY, MICHIGAN. DESCRIBED AS:

COMMENCING AT THE NORTHEAST CORNER OF SECTION 19, THENCE WEST 21 RODS (346.50 FEET),
THENCE SOUTH 12 RODS (198.00 FEET),
THENCE EAST 21 RODS (346.50 FEET),
THENCE NORTH 12 RODS (198.00 FEET), TO THE POINT OF BEGINNING:

EXCEPTING THAT PART HERETOFORE CONVEYED TO THE MICHIGAN STATE HIGHWAY COMMISSION BY CERTAIN DEED AS INSTRUMENT NO. 7337769-70.

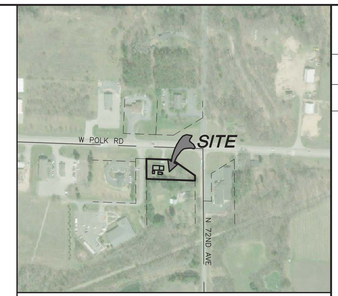
PARCEL IN MORE PARTICULARLY DESCRIBED AS:
COMMENCING AT THE NORTHEAST CORNER OF SECTION 19, THENCE NORTH 87 DEGREES 52' 50" WEST, ALONG THE NORTH SECTION LINE, 346.50 FEET,
THENCE SOUTH 00 DEGREES 21' 45" EAST, 75.07 FEET TO THE POINT OF BEGINNING,
THENCE SOUTH 87 DEGREES 52' 50" EAST, PARALLEL WITH AND 75.00 FEET SOUTHERLY OF THE NORTH SECTION LINE, FOR A DISTANCE OF 159.11 FEET,
THENCE SOUTH 54 DEGREES 58' 10" EAST, ALONG THE RIGHT OF WAY TO POLK ROAD, 168.36 FEET,
THENCE SOUTH 00 DEGREES 21' 46" EAST, PARALLEL WITH THE NORTH SECTION LINE, 296.45 FEET,
THENCE NORTH 00 DEGREES 22' 45" WEST, PARALLEL WITH EAST SECTION LINE, 122.93 FEET TO THE POINT OF BEGINNING.
TOGETHER WITH AND SUBJECT TO COVENANTS, EASEMENTS, AND RESTRICTIONS OF RECORD.
CONTAINING 0.692 ACRES M/L.

SOIL EROSION CONTROL MEASURES

KEY	DETAIL
2	SELECTIVE GRADING & SHAPING
54	SILT FENCE
15	PAVING

PAVEMENT CROSS-SECTION

1 1/2" MDOT MIX 13A
6" – 22A GRAVEL



LOCATION MAP – NO SCALE

DEVELOPER AND LEGAL OWNER:
VICKY LI
4043 W POLK ROAD
HART, MI 49420

020-818-400-06
LAND USE:
WEST SHORE BANK
ZONING B-2

020-818-400-03
007-018-400-03
LAND USE:
COREWELL HEALTH
ZONING B-2

POLK RD.

75.00' R/W

1X BRADFORD PEAR TREE
8X SEAGREEN JUNIPER SHRUB
5X BLACK-EYED SUSAN

2X BRADFORD PEAR TREE
4X SEAGREEN JUNIPER SHRUB
8X BLACK-EYED SUSAN

NORTHEAST CORNER
SEC. 19, T15N R17W

R25.00'

12" PIPE TYP.

STRM

24.00'

UC FIBEROPTIC MARKER

R10.00'

N87°49'17"W 159.18' (M)

RIP RAP SPILLWAY OVER
8 OZ FILTER CLOTH

12" DUCTILE IRON WATER MAIN

TAP EXISTING 12" WATER

8" PVC SEWER MAIN

EXISTING SIGN

SILT

SEE NOTE*

111 LF – 6" SAN. SEWER

POTABLE WATER

N55°03'38"W 168.29' (M)

SERVICE DRIVE

14.00' ONE WAY DRIVE

NEW GRAVEL
MDOT 22A – 6" C.I.P.

EXISTING PARKING

SETBACK

15

2

54

8

S00°19'56"E 122.92' (M)

45°

14'

40'X28'
1120 SF

EXISTING
1-STORY
BLDG

007-019-200-08
ZONING B-2

EXISTING
1-STORY
SALON
26'X26'
676 SF

SW FRAMING

SHED
FOUNDATION
FRAMING

SHED

25.00'

20.00'
BUILDING
SETBACK

OUTDOOR
SEATING

20 LF 6" SS

53'

31.09'

34.08'

20.00'

TRASH STORAGE IN CONTAINERS
6' FENCED ENCLOSURE

LOADING
ZONE

PROPOSED RESTAURANT
1232 SF
FF = 728.0'

N00°18'32"W
31.35' (M)

6.00'

50.00' R/W

R20.00'

24'

6"X6' PLASTIC FENCE ALONG PROPERTY LINE

S87°54'07"E 296.68' (M)

GREASE TRAP

REMOVE END SECTION,
ADD ~8LF. (BOTH SIDES) OF 12" CMP
& REATTACH END SECTION

72ND AVE.

020-818-200-17
LAND USE:
MI DHS
ZONING B-2

020-818-200-06
LAND USE:
FARM FINANCIAL
CREDIT UNION
ZONING B-2

007-019-200-09
LAND USE:
RESIDENTIAL
ZONING B-2

020-818-100-07
LAND USE:
RESTAURANT
ZONING B-2

STATE OF MICHIGAN
DENNIS W. DUNLAP
ENGINEER
No. 21759
PROFESSIONAL ENGINEER

10/20/20215

0' 10' 20' 40'
SCALE: 1" = 20'

LEGEND

- FOUND IRON
- SECTION CORNER
- BENCHMARK
- UTILITY POLE
- GUY WIRE
- TELEPHONE RISER
- CABLE TV BOX
- FIRE HYDRANT
- ELECTRIC METER
- GAS METER
- CATCH BASIN
- 12" CORR METAL PIPE
- SANITARY MANHOLE
- EXISTING CONCRETE
- EXISTING ASPHALT
- EXISTING GRAVEL
- PROPOSED CONCRETE
- PROPOSED ASPHALT
- PROPOSED GRAVEL
- SIGN
- DECIDUOUS TREE
- MAILBOX
- PROPOSED LIGHT POLE
- PROPOSED WALL-MOUNTED LIGHTING
- EVERGREEN BUSH
- FLOW LINE
- PLASTIC FENCE
- STORM SEWER
- WATERMAIN
- GAS MAIN
- DITCH
- 720 EXISTING CONTOUR GRADE
- SANITARY SEWER
- OVERHEAD WIRE
- UNDERGROUND TELEPHONE LINE
- 5600.0 PROPOSED GRADE
- MAJOR CONTOUR-5' INTERVAL
- MINOR CONTOUR-1' INTERVAL

*NOTES:

1. BENCHMARK: SET NAIL IN SOUTH SIDE OF POWER POLE, ELEV. 724.24'
2. ZONING: B-2 – TO BE ANNEXED PORTION OF HART TWP.
3. SETBACKS:
   A. FRONT YARD – MAJOR STREET = 20'
   B. SIDE & REAR YARDS = NONE
   C. MAX. BUILDING HEIGHT = 35'
4. PARKING:
   TYPICAL SPACE = 9'X20'
   BARRIER-FREE SPACE = 12'X20'
   PROVIDED – 23 REGULAR, 2 BARRIER-FREE
5. STORM WATER TO BE REDIRECTED TO EXISTING ROADSIDE SWALES & TRANSPORT SYSTEM.
6. UNDERGROUND UTILITY LOCATIONS APPROXIMATE, FROM PROVIDED DPW MAP
7. LIGHTING: PROPOSED TO BE NIGHT SKY COMPLIANT,
   SIGNIFY CANADA-OPS-S-402-740-T4M (OR EQUAL)
   WALL-MOUNT DOWNWARD LIGHTING FIXTURES

NO.	DESCRIPTION	DATE	BY	CHK'D	DATE

DRAWN BY: HJK
CHECKED BY: DWD
DWG NAME: 4562-04
DATE: 10/20/25
SURVEYED BY: JDK
DESIGNED BY: DWD

506 SOUTH GEORGE STREET,
LUDINGTON, MICHIGAN 49431
PH: (231) 638-0052

JD DUNLAP CONSULTING, LLC

PROJECT NAME:
SITE PLAN
PROPOSED RESTAURANT
SPOT ON PHO + BOBA TEA
4043 W POLK RD

CLIENT:
JD DUNLAP CONSULTING
204 N. PARK STREET
LUDINGTON, MI
49431

PROJECT:
04526-0004

SHEET:
1 OF 1

© 2025

SPOT ON
PHO & BOBA TEA

4043 W POLK ROAD
HART, MICHIGAN 49420

PROJECT TEAM

PROPERTY OWNER
VICKY LY
4043 W POLK ROAD
HART, MI 49420

BUSINESS OWNER
VICKY LY
4043 W POLK ROAD
HART, MI 49420

DESIGN PROFESSIONAL
MJW CONSULTING LLC
MICHAEL J. WYSOCKI, P.E.
4398 ROGER B. CHAFFEE BLVD SE
WYOMING, MI 49548
(616) 299-1481

GENERAL CONTRACTOR
TBD

SCOPE OF WORK:
1. NEW CONSTRUCTION FOR RESTAURANT

GENERAL NOTES

1. ALL RESTROOM DOORS SHALL BE SELF CLOSING
2. PROVIDE TACTILE SIGN STATING "EXIT". SIGNAGE SHALL MEET CC/ANSI 117.1-2015 SECTION 703.
3. ALL DOORS TO RECEIVE HARDWARE WHICH COMPLIES WITH CC/ANSI A117.1-03 , ADA AND THE 2021 MICHIGAN BUILDING CODE. ROUND KNOBS NOT PERMITTED. ALL ACCESSIBLE DOORS SHALL NOT HAVE THUMB TURNS OR OTHER HARDWARE THAT REQUIRES TIGHT GRASPING, PINCHING, OR TURNING OF THE WRIST.
4. ALL WOOD SURFACES ARE TO BE PAINTED OR FINISHED SMOOTH, EASILY CLEANABLE, AND OF LIGHT COLOR.
5. ANY REQUIRED FIRE OR DRAFT STOPS SHALL COMPLY WITH MBC SEC 720.
6. PANIC HARDWARE ON ALL DESIGNATED EXIT DOORS SHALL BE PER NFPA STANDARD 101 LIFE SAFETY CODE.(BY FUTURE TENANT)
7. CEILING HEIGHT IS 10'-0"
8. EXIT LIGHTS INSTALLED BY G.C. PER LOCAL CODE.
9. EMERGENCY LIGHTS INSTALLED BY G.C. PER LOCAL CODE.
10. EXTINGUISHERS, SMOKE AND FIRE DETECTION SYSTEMS INSTALLED BY G.C. PER LOCAL CODE.
11. LABOR AND MATERIAL SUPPLIED BY G.C. UNLESS OTHERWISE NOTED.
12. ALL DIMENSIONS TO BE VERIFIED BY G.C. ON SITE, PRIOR TO BEGINNING ANY CONSTRUCTION

ADA REQUIREMENT NOTES

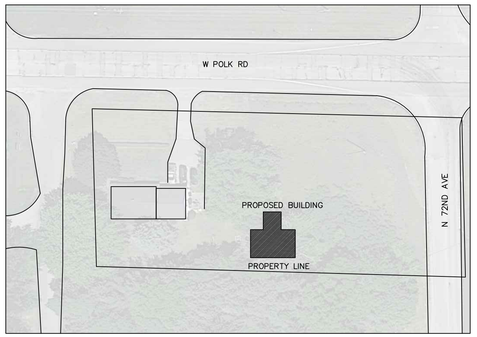
1. TOILET PAPER DISPENSERS SHALL PERMIT CONTINUOUS PAPER FLOW AND SHALL BE MOUNTED 4'0" AFF
2. HOT WATER AND DRAIN PIPES UNDER LAVATORIES SHALL BE INSULATED OR CONFIGURED TO PROTECT AGAINST CONTACT.
3. IF SELF CLOSING VALVES ARE USED ON FAUCETS, FAUCETS SHALL REMAIN REMAIN OPEN FOR A MINIMUM OF TEN SECONDS.
4. HANDICAP RAILS AND GRAB BARS SHALL BE CAPABLE OF SUPPORTING 250LBS.
5. PAPER TOWEL DISPENSER TO BE LOCATED AT A HEIGHT OF 44" AFF MAX.
6. PROVIDE LOOP TYPE ACCESSIBLE DOOR HARDWARE ON TOILET STALLS.
7. PROVIDE SIGNAGE ON RESTROOM DOORS ADJACENT TO LATCH SIDE OF DOOR, 60" AFF. USE NON-GLARE FINISHED GRADE 2 BRAILLE AND RAISED LETTERS (1/32").

FIRE SAFETY NOTES

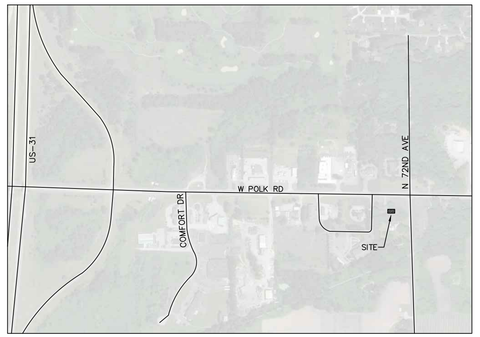
1. INTERIOR FINISH MATERIAL SHALL HAVE A MAXIMUM FLAME SPREAD RATING OF ASTM CLASS II (26-75).
2. SMOKE DEVELOPMENT RATINGS SHALL NOT EXCEED 450.
3. INSULATING MATERIALS SHALL HAVE A FLAME SPREAD RATING LESS THAN 75 AND A SMOKE DEVELOPED RATING LESS THAN 450.
4. TENANT SHALL OBTAIN THE SERVICES OF A LICENSED FIRE PROTECTION CONTRACTOR TO MAINTAIN/UPGRADE THE EXISTING FIRE PROTECTION SYSTEM (SPRINKLER AND ALARM) AS REQUIRED DUE TO CONSTRUCTION. FIRE PROTECTION SYSTEM SHALL BE SUPERVISED AND PROVIDED WITH A SIGNALING SYSTEM.

FINISH REQUIREMENTS

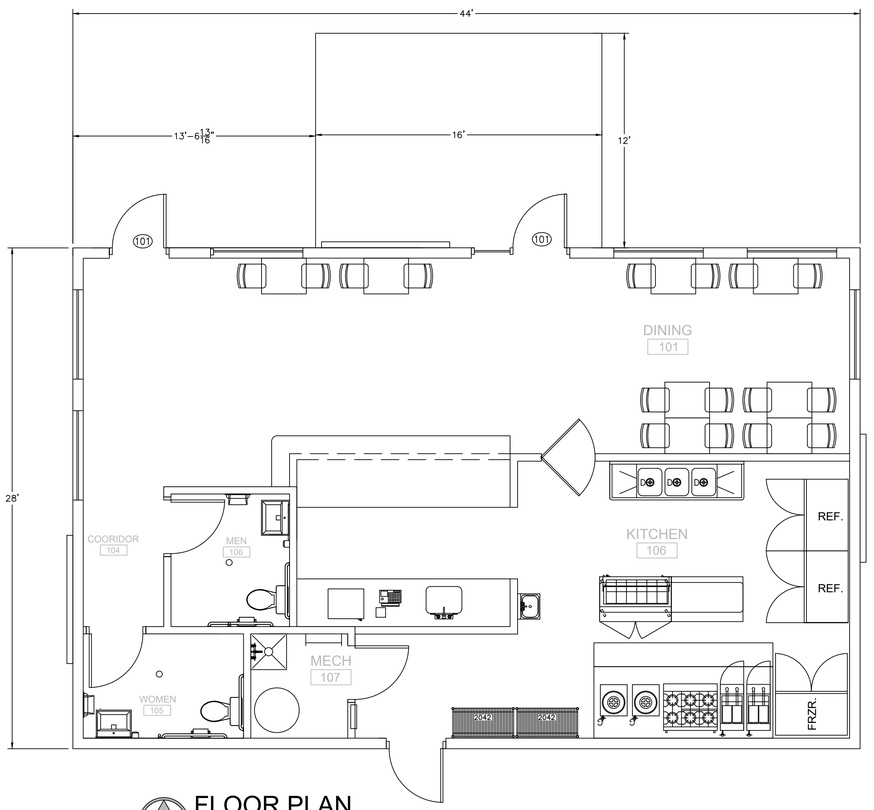
1. ALL INSTALLED NEW MATERIALS AND FINISHES SHALL BE FREE OF FLAWS & DEFECTS.
2. ALL PREPARATION, STORING, INSTALLATION, AND CLEANUP OF FINISHES TO CONFORM TO THE MANUFACTURER'S SPECIFICATIONS.
3. ALL GRILLES, EXTINGUISHER CABINETS, AND MISC METALS SHALL BE PAINTED TO MATCH THE SURFACE ON WHICH THEY OCCUR UNLESS NOTED OTHERWISE OR ITEMS ARE FACTORY PRE-FINISHED.
4. PREPARE ALL SURFACES FOR THE PROPER INSTALLATION OF THEIR WORK. THIS INCLUDES, BUT IS NOT LIMITED TO, PATCHING, SANDING, FLOOR LEVELING, PRIMING, SEALING, AND SKIM COATING.
5. PATCH AND REPAIR THE FLOOR SLAB AS REQUIRED FOR A SMOOTH AND LEVEL SURFACE FREE OF DEFECTS. FILL ALL CRACKS AND HOLES AND LEVEL DEPRESSIONS WITH MATERIALS COMPATIBLE WITH THE FLOOR AND SLAB AS RECOMMENDED BY THE FLOORING MANUFACTURER.
6. FINISH CONTRACTORS SHALL EXAMINE ALL SURFACES AND SUBSTRATES PRIOR TO STARTING THEIR WORK. COMMENCEMENT OF WORK AND ALL DEFECTS SHALL BE CORRECTED BEFORE FINISHES ARE APPLIED. FINISHES APPLIED OVER BLEMISHES ARE THE RESPONSIBILITY OF THE CONTRACTOR AND SHALL BE RE-DONE WITHOUT RECOURSE.
7. PROTECT INSTALLED WORK FROM OTHER TRADES TO AVOID DAMAGE TO INSTALLED FINISHES.



SITE PLAN
NOT TO SCALE



LOCATION MAP
NOT TO SCALE



FLOOR PLAN
SCALE 1/4"=1'-0"

CODE REVIEW

ALL CODES REFERENCED ARE TO BE USED AS AMENDED BY THE STATE OF MICHIGAN AND THE CITY OF HART

PROJECT DESCRIPTION
PROJECT INVOLVES TENANT NEW CONSTRUCTION FOR A 1,187 NSF TENANT SPACE IN AN EXISTING BUILDING.

BUILDING CODES AND DESIGN CRITERIA THE CITY OF HART, MICHIGAN.
- 2021 MICHIGAN BUILDING CODE (MBC)
- 2021 INTERNATIONAL FIRE CODE (IFC)
- STATE OF MICHIGAN ELECTRIC CODE (2023 NEC)
- STATE OF MICHIGAN MECHANICAL CODE (2021 MMC)
- STATE OF MICHIGAN PLUMBING CODE (2021 MPC)
- STATE OF MICHIGAN COMMERCIAL ENERGY CODE (2021 MCEC)

USE AND OCCUPANCY CLASSIFICATION: GROUP A2 (CHAPTER 3 SEC. 303.3)

SPECIAL DETAILED REQUIREMENTS BASED ON USE AND OCCUPANCY: (CHAPTER 4)

GENERAL BUILDING HEIGHTS AND AREA: (CHAPTER 5)
- ALLOWABLE BUILDING HEIGHT IN FEET ABOVE GRADE PLANE: 20' (TABLE 504.3)
- ALLOWABLE NUMBER OF STORIES ABOVE GRADE PLANE: 1 STORY (TABLE 504.4)
- ALLOWABLE AREA FACTOR IN SQUARE FEET: 10,200 SF EXISTING (TABLE 506.2)
- REQUIRED SEPARATION OF OCCUPANCIES IN HOURS: NOT REQUIRED (TABLE 508.4)

TYPES OF CONSTRUCTION: (CHAPTER 6)
- CONSTRUCTION TYPE: TYPE V-B (CHAPTER 6)
- FIRE-RESISTANCE RATING REQUIREMENTS FOR BUILDING ELEMENTS IN HOURS: (TABLE 601)
  - STRUCTURAL FRAME: 0
  - BEARING WALLS: EXTERIOR: 0 INTERIOR: 0
  - NON-BEARING WALLS & PARTITIONS: EXTERIOR: 0 INTERIOR: 0
  - FLOOR CONSTRUCTION: 0
  - ROOF CONSTRUCTION: 0

FIRE AND SMOKE PROTECTION FEATURES: (CHAPTER 7)

FIRE WALLS -	PER MBC 706	FIRE BARRIERS -	PER MBC 707
FIRE PARTITIONS -	PER MBC 708	SMOKE BARRIERS -	PER MBC 709
SMOKE PARTITIONS -	PER MBC 710	FLOOR & ROOF ASSEMBLIES -	PER MBC 711
SHAFT ENCLOSURES -	PER MBC 713	DUCTS & TRANSFER OPENINGS -	PER MBC 717

INTERIOR FINISHES: (CHAPTER 8)
- INTERIOR WALL & CEILING FINISH REQUIREMENTS BY OCCUPANCY: USE GROUP: B (TABLE 803.11)
- INTERIOR EXIT STAIRWAYS AND RAMPS AND EXIT PASSAGEWAYS: B
- CORRIDORS AND ENCLOSURE FOR EXIT ACCESS STAIRWAYS AND RAMPS: B
- ROOMS AND ENCLOSED SPACES: C
- INTERIOR EXIT STAIRWAYS AND RAMPS AND EXIT PASSAGEWAYS: A
- CORRIDORS AND ENCLOSURE FOR EXIT ACCESS STAIRWAYS AND RAMPS: A
- ROOMS AND ENCLOSED SPACES: B

FIRE PROTECTION SYSTEMS: (CHAPTER 9)
- SPRINKLER: BUILDING IS NOT EQUIPPED WITH AUTOMATIC FIRE EXTINGUISHING SPRINKLER SYSTEM.
- FIRE EXTINGUISHERS TO COMPLY W/ MBC. 906
- FIRE ALARMS: NOT REQUIRED- PER MBC 907.2.1

MEANS OF EGRESS: (CHAPTER 10)
- MAXIMUM FLOOR AREA ALLOWANCES PER OCCUPANT: (TABLE 1004.5)

FUNCTION OF SPACE:	AREA: (SQ.FT.)	OCCUPANT LOAD FACTOR: (SQ.FT./OCC.)	ALLOWED (OCC.)
KITCHEN:	205	200	1
ASSEMBLY (UNCONCENTRATED):	461	15	30
SERVICE	251	100	2

- OCCUPANCY: A MAXIMUM OCCUPANT LOAD OF SPACE: 33
- SPACES WITH ONE EXIT OR EXIT ACCESS DOORWAY: (TABLE 1006.2.1)
- MAXIMUM COMMON PATH OF EGRESS TRAVEL DISTANCE
- WITH SPRINKLER SYSTEM: OL>30: 75 FEET
- MINIMUM NUMBER OF EXITS OR ACCESS TO EXITS PER STORY: (TABLE 1006.3.1)
- OCCUPANT LOAD PER STORY: 1-500
- MINIMUM NUMBER OF EXITS OR ACCESS TO EXITS FROM STORY: 2
- PROVIDE ILLUMINATIONS LEVEL OF AN AVERAGE OF 1 FOOTCANDLE
- ALONG EGRESS ROUTE. EGRESS ILLUMINATION TO COMPLY WITH MBC 1008
- PROVIDE ILLUMINATED EXIT SIGNS AT ALL EXITS- PER MBC 1013
- EXIT ACCESS TRAVEL DISTANCE: (TABLE 1017.2)
- USE GROUP: A2
- WITH SPRINKLER SYSTEM: 250 FEET

PLUMBING FIXTURE REVIEW (2021 PLMB. CODE TBL. 403.1)
- REQ'D # OF PLUMBING FIXTURES BASED ON BLDG. AREA:
- ASSEMBLY - USE A2 (NUMBER OF OCCUPANTS: 33)
- WATER CLOSET - MEN/WOMEN:1/25 (2 REQUIRED/ 2 PROVIDED)
- LAVATORY - MEN/WOMEN: 1/40 (1 REQUIRED/2 PROVIDED)
- DRINKING FOUNTAIN: 1/500* (1 REQUIRED/0 PROVIDED PER EXCEPTION)
- SERVICE SINK: (1 REQUIRED/1 PROVIDED)
- SEPARATE FACILITIES FOR MEN AND WOMEN ARE REQ'D SINCE
- OCCUPANCY COUNT IS >15 (MPC 403.2/EX2)
- *DRINKING WATER SHALL BE PROVIDED

SHEET INDEX

CS1 – COVER SHEET
A1 – FLOOR PLAN
A2 – REFLECTED CEILING PLAN
EQ1 – EQUIPMENT PLAN
M1 – HVAC PLAN
M2 – HVAC ROOF PLAN
E1 – POWER PLAN
E2 – LIGHTING PLAN
E3 – EMERGENCY LIGHTING PLAN
P1 – PLUMBING PLAN

MJW CONSULTING, LLC
4398 Roger B Chaffee Memorial Blvd SE
Suite B, Grand Rapids, MI 49548
Cell Phone: 616-299-1481
Office Phone: 616-243-8650
Email: mikew@mjwmep.com

While every attempt has been made to produce error free documents, it is the responsibility of the builder and/or the client to verify all existing conditions, dimensions, details, code compliance and specifications preceding commencement of work. Prior to acceptance of these documents, the engineer takes full responsibility for the design. The engineer cannot be relieved of these responsibilities once these documents have been accepted by the way of client signature. The design and original drawings of this project remain the property of MJW Consulting, LLC, and no additional persons or parties may use the design and/or drawings for any other purpose without the consent of MJW Consulting, LLC and Michael J. Wysocki.

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PRELIMINARY NOT FOR CONSTRUCTION

ISSUED FOR	DATE
PLAN REVIEW AND CONSTR.	07/10/25

RENOVATION
SPOT ON PHO & BOBA TEA
4043 W POLK RD
HART, MI 49420

SHEET TITLE
COVER SHEET

ISSUED 07/10/25

SHEET NUMBER
CS1

JOB NUMBER
25-137

CITY OF HART
407 State St. Hart, MI 49420
(T) 231-873-2488 (F) 231-873-0100
www.cityofhart.org

ZONING BOARD OF APPEALS APPLICATION

APPLICANT INFORMATION

Name of Applicant: Mike Stevens

Address: PO Box 627, Hart, MI 49420 49 S State St.

Telephone: 734-892-5190 E-mail: oceanasoapcompany@gmail.com

Are you the owner of record for the property of the proposed project? X YES ____ NO

If you are NOT the owner of record for the property of the proposed project, please complete the below section PROPERTY OWNER INFORMATION.

PROPERTY OWNER INFORMATION

Name of Applicant: Same as applicant

Address: _____

Telephone: _____ E-mail: _____

LOCATION OF PROPERTY FOR WHICH THIS APPEAL IS REQUESTED

Property Address: 49 S State St, Hart

Parcel ID Number: 020-208-009-00 Lot Size: _____

Present Zoning Classification: B-1 Central Business District

APPEAL *(Check one)* ☐ Administrative Review ■ Variance ☐ Temporary Use

State the Article(s) and Section(s) of the Zoning Ordinance being appealed:

1259.05(f) "The lowest point of a projecting sign... shall not be less than 10-ft

State the reason for the appeal. (What are you attempting to do and why?)

The current sign height requirement would block our signage from view due to building awnings on the businesses to the north and south of ours. Lowering the height would allow visibility to walkers and cars traveling through town thereby improving our chances of drawing in customers.

SKETCH: A minimum of 12 copies of a clear sketch must accompany this application (where required). This sketch must be a minimum of 8 ½" X 11" and show the property dimensions, all buildings existing or proposed on the site, the size of all structures within 50 feet of the property, the location and size of other important property characteristics such as easements, septic fields, etc.

Michael J. Stevens
PRINT Name of Applicant

SIGNATURE of Applicant

Michael J. Stevens 10/23/25
Date

FOR OFFICE USE ONLY

Date Received: 10/23/25 Checked By: _____ Fee Collected: $25

Revised 6/14/19

CITY OF HART
407 State St. Hart, MI 49420
(T) 231-873-2488 (F) 231-873-0100
www.cityofhart.org

SIGN PERMIT APPLICATION

Date: 10/17/25 Property Tax #: 64-020-208-009-00

Applicant

Name: MIKE STEVENS Address: P.O. BOX 627 HART, MI 49420

Phone: 734-892-5190 Signature: Michael Steven

Property Owner

Name: MIKE STEVENS Address: 49 S. STATE HART MI 49420

Phone: 734-892-5190 Signature: Michael Steven

OCEANA SOAP COMPANY — STATE STREET SIDE

Construction Address: 49 S. STATE, HART, MI 49420

New Sign: X Sign relocation: _____ Sign Repair/Replace: _____

Type of Sign: [X] Pole/Pylon [ ] Ground [ ] Marquee [ ] Wall [ ] Other

Size: 14" X 40.75" X 3" Square feet Per Face Number of Faces: 2

Height of Sign: 14" Total Area of Sign: ~3.73' (LXW)

Electrical: Does the sign require electrical wiring or component: [ ] Yes [X] No

**If yes, an electrical permit is required

Installer of Sign: NORTHWOODS SIGN CO. Contractor License #: _____

Address: _____ City: LUDINGTON State: MI

Phone: 231-843-3456 (BARB)

PROJECT COST: ~$492.65

Please provide the following:

Application: Applications to erect, construct, maintain, use, display, alter, convert, repair a sign shall be made upon forms provided by the City and shall contain the following information:

See attached drawings.

1. Drawings of the plans which include all measurements, materials, and color with:
   a. Specifications and methods of construction and attachment to building or ground
   b. Location of buildings, structures, and property lines
   c. Fees

Alupanel (6mm) - Digital Print (Arlon 4600) - 36" x 18" (4.5 Sq ft) - Double Sided
- Laminated - "Oceana Soap Company" Logo with directional info - Qty 1 - $216
Heavy Duty Hanging Scroll Bracket - Qty 1 - $133.39
Hardware - Bolts (x4) - Quick links (x6) - Sign Hangers (x3) - Threaded Rod (x3)
- Acorn Nuts (x6) - Washers (x6) - Chain (2ft) - $55
Travel Time - N/A - Installation same trip as Back Wall Sign
Labor - Installation of Bracket and Sign - Est. 1 person 1 hour - $65 (Will bill accordingly)

Subtotal - $469.39
Tax - $24.26
Total = $493.65



Item #: SB36H

36in Heavy Duty Scroll Bracket, Hanger Holes: 22in apart, Total size: 14"x40.75"x3"



Half Down Required to Begin Production and Remaining Balance on Completion.

Does Not Include Permit Costs(If Applicable) - **Does Not** Include Cost of Any Electrical Outside of Sign(If Applicable) - If vehicle is **not** relatively clean there will be a $50/hr. charge to clean (If Applicable)

Customer	Mike Stevens
Company	Ocenana Soap Company
Phone	734-892-5190
Email	oceanasoapcompany@gmail.com

NORTH WOODS Sign Shop
northwoodssignshop@gmail.com
www.northwoodssignshop.com
(231) 843-3956

Job No.	118
Date	10/14/2025
Comments	

OCEANA SOAP COMPANY

Behind Oceana Bike and Boat

90 in

106 i

Recommended Food Truck / Transitory Food Service Unit Fee Structure

1. Application & Permit Fees

Permit Type	Duration	Fee	Notes
Short-Term Permit	Up to 14 consecutive days	**$50**	Matches the base period in §5 of the ordinance; allows small operators to participate in short events.
Monthly Permit	30 consecutive days	**$100**	Useful for recurring downtown operators during the summer.
Seasonal Permit	May 1 – Oct 31	**$300**	Encourages full-season participation while offsetting administrative review costs.
Annual Permit	Jan 1 – Dec 31	**$450**	For local or regional vendors who plan to operate year-round.

2. Additional / Optional Fees

Fee Type	Amount	When Applied
Late Application Fee	$25	For applications received fewer than 7 days before operation.
Site Change / Amendment Fee	$25	For mid-term location or date changes.
Replacement Permit Fee	$10	For lost or damaged permits.

3. Special Event Exemption

- Food trucks operating under a City-sponsored or permitted special event would not pay a separate City food truck permit fee, as they are covered under the event organizer's permit.
- However, they must still meet health department and insurance requirements.

4. Refunds & Transfers

- **Non-refundable** once approved.
- **Not transferable** between operators or vehicles.

5. How to Implement

1. City Council Resolution:

"Be it resolved, that pursuant to Section 3 and Section 5 of Chapter ____---- of the City of Hart Code of Ordinances, the following permit fees for Transitory Food Service Units are hereby established…"

2. Include the table above as Exhibit A or attach it to your fee schedule.
3. Adjust annually by Council motion if administrative or enforcement costs change.