PUBLIC NOTICE OF ELECTRONIC MEETING OF THE CITY OF HART PLANNING COMMISSION

PLEASE NOTE: THIS NOTICE IS GIVEN AND PUBLISHED PURSUANT TO SECTION 4 (b)(5) OF EXECUTIVE ORDER 2020-160 ISSUED BY GRETCHEN WHITMER, GOVERNOR FOR THE STATE OF MICHIGAN.

The City of Hart Planning Commission is meeting electronically as a result of the COVID-19 virus and to protect the health, safety and welfare of the citizens of Hart, Michigan of such virus, pursuant to law and the mandates of Executive Order 2020-154 issued by Governor Gretchen Whitmer.

Indoor social gatherings and events among persons not part of a single household are permitted, but may not exceed 10 people. – This includes City Staff and Council in the building. As such until further notice City Meetings will continue to be available to the public via the Zoom Virtual meeting platform.

Join Zoom Meeting
https://us02web.zoom.us/j/84647825875?pwd=SEU0SFBQckNyalNFdkoxR1VQNnpRZz09

Meeting ID: 846 4782 5875
Passcode: 846273
One tap mobile
+16465588656,,84647825875#,,,,,,0#,,846273# US (New York)
+13017158592,,84647825875#,,,,,,0#,,846273# US (Germantown)

Dial by your location
+1 646 558 8656 US (New York), +1 301 715 8592 US (Germantown), +1 312 626 6799 US (Chicago), +1 669 900 9128 US (San Jose), +1 253 215 8782 US (Tacoma),
+1 346 248 7799 US (Houston), Meeting ID: 846 4782 5875
Passcode: 846273
Find your local number: https://us02web.zoom.us/u/k2z404t1m

Access is provided through the Michigan Relay Service for individuals with speech or hearing impairments https://hamiltonrelay.com/michigan/index.html

Dated: August 31, 2020

Lynne Ladner, MPA
City Manager

City of Hart, Michigan

PLANNING COMMISSION

September 3, 2020

AGENDA

Hart Community Center, 409 State Street, Hart, MI 49420

4:00 PM

Join Zoom Meeting
https://us02web.zoom.us/j/84647825875?pwd=SEU0SFBQckNyalNFdkoxR1VQNnpRZz09

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1. Call to order / roll call: Cunningham, LaPorte, Root, Splane, J.Wittman, P. Wittman and Goldberg
2. Approval of agenda
3. Approval of minutes of April 4, 2020 Commission meeting
4. Public comments
5. Action Items:
    a. Consider Special Land Use and Site Plan amendment for Lakeshore Family Fitness 37,39, & 45 S State St. – Request to add drive-thru window service for coffee and smoothie sales.
6. Discussion Item.
    a. Request from Harbor House to amend Zoning Ordinance to allow for a proposed "transitional housing program" for the residence located at 315 S. State St. Property currently zoned A, Residential
    b. Consider scheduling a special worksession of the Planning Commission to continue discussion from February 2020 related to if medical marihuana facilities or recreational marihuana establishments were to be permitted in the City of Hart what recommendations the Planning Commission have in relation to drafting a preliminary zoning ordinance.
7. Other business and communications from Commission members
8. Adjourn – next regular meeting on October 1, 2020

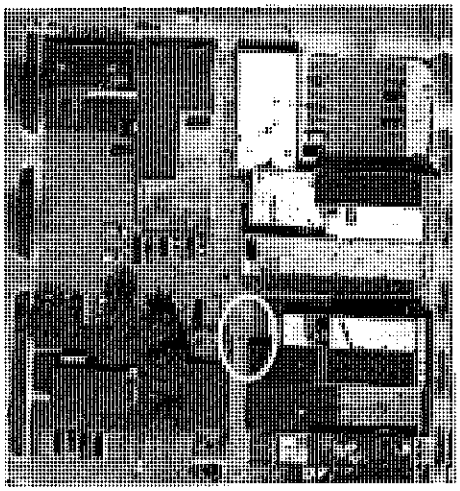
With advance notice of seven calendar days, the City will provide interpreter services at all public meetings, including language translation and signage for the hearing impaired. Call 231-873-2488. La Ciudad proporcionará servicio de intérprete para esta reunión pública si se pide con siete días de anticipación, lo cual incluye la traducción de idioma y letreros para los con una discapacidad auditiva. Llame al 231-873-2488.

Memorandum

To:	**City of Hart Planning Commission**
Date:	**August 26, 2020 (September 3 Meeting)**
From:	**David M. Jirousek, AICP – Horizon Community Planning**
RE:	**Lakeside Rehabilitation and Family Fitness, 37, 39, & 45 South State Street: Special Land Use and Site Plan Amendment**

Overview

The applicant requests approval of a special land use and a site plan amendment for a drive-through window for coffee and smoothie sales. The site is zoned Central Business District (B-1), and establishments with drive-up or drive-through windows are classified as special land uses.



The applicant proposes to install a drive-through window at the rear of the building to serve drinks that are prepared indoors. Vehicles would travel south through the City's 15 ½ foot wide alley to the west (rear) of the building. Just south of the pocket park, orders would be taken at a menu board with an intercom speaker, and then the customer would proceed south to the drive-through window for pickup.

Considerations

The menu board and service window would be accessed by vehicles within the City's right-of-way. Usage of the alley for private commercial purposes may set poor precedence and allow the applicant an advantage over other nearby business owners.

Concerning traffic circulation, the alley is approximately 15 ½ feet in width. As such, one-way and two-way usage depends entirely on the alley being unobstructed by vehicles and equipment. Based on the proposed order and prep time, which is anticipated to be up to six minutes per customer, the alley would not be available for other users of the parking lot.

Vehicle stacking at the menu board and the drive-through window would further limit the use of the alley and may block the western access to the pocket park. Drive-through facility designs typically accommodate five to ten vehicles. Vehicle stacking would cause conflicts within the parking area to the west, as the applicant stated that vehicles would enter from S. Courtland Street. Stacking may also impact the alley between the pocket park and Main Street to the north. The applicant has not anticipated the potential impact of backups.

Lastly, the police and fire departments rely on the unobstructed public right-of-way to respond to calls for service. Stacked and queued vehicles within the drive aisles and alley could impact response times to nearby businesses and the pocket park.

1256.04 STANDARDS FOR APPROVAL.

To approve a special land use, the Planning Commission must find that all the general standards of approval are satisfied. After review, findings show that the proposal does not meet all standards, specifically the following four:

- *Be designed, constructed, operated and maintained so it will be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not result in a detrimental change to the essential character of the area in which it is proposed.*

  Does not meet standard. The drive-through is not planned in a way that would be harmonious with the surrounding land uses and businesses. Vehicle conflict and back-ups are anticipated.

- *Be adequately served by essential public facilities and services such as highways, streets, police, fire protection, drainage structures, refuse disposal, water and sewage facilities and schools.*

  Does not meet standard. The alley is not of sufficient width to account for necessary stacking spaces while still maintaining an adequate drive aisle. The alley will be blocked at any time a customer seeks drive-through service.

- *Not create excessive additional requirements at public cost for public facilities and services.*

  Does not meet standard. If drive-through window service were established, any future alley improvements or traffic mitigation efforts within the public right-of-way would be the responsibility of the City.

- *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.*

  Does not meet standard. Based on the lack of stacking spaces and the insufficient width of the alley for maneuvering around vehicles parked at the drive-through window, the proposal would be detrimental to traffic conditions within the public right-of-way and nearby parking areas.

1258.07 STANDARDS FOR APPROVAL.

Prior to approving a site plan, the Planning Commission must ensure that all site plan standards of approval are satisfied. After review, findings show that the proposal does not meet all standards, specifically the following three:

- *All elements of the site plan shall be designed to take into account the topography, size and type of lot, character of adjoining property, and type and size of buildings. The site shall be*

developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this Zoning Code.

Does not meet standard. The potential resulting traffic conditions will impact the normal and orderly usage of the alley and nearby land uses.

- *All buildings shall be arranged so as to permit necessary emergency vehicle access.*

  Does not meet standard. The addition of the drive-through window service could potentially impact emergency calls for service, as the alley was not intended or designed for drive-through stacking and for vehicles to be temporarily parked outside of established spaces within the parking lot.

- The arrangement of public or common ways for vehicular and pedestrian circulation shall be connected to existing or planned streets and pedestrian pathways in the area. Streets and drives which are part of existing or planned street patterns serving adjacent development shall be of a width appropriate to the traffic volume they will carry.

  Does not meet standard. The alley is too narrow to accommodate a drive-through lane and the movement of other traffic through the public right-of-way. The alley was not designed for the purpose proposed by the applicant.

Recommendation

I recommend denial of the special land use and site plan based on the concerns and findings listed within this report.

LAKESIDE COMPREHENSIVE REHABILITATION, INC.
601 E MAIN STREET
HART, MI 49420
(231) 873-3577

REMITTANCE ADVICE
Application fee for drive thru window

74-5/724
15725

PAY Twenty five dollars and no/100 DOLLARS

CHECK AMOUNT

DATE	TO THE ORDER OF	DESCRIPTION	CHECK NO.	
7-27-20	City of Hart	39 family fitness	15725	$ 25.00

Fifth Third Bank

Deborah Mitchell

⑈015725⑈ ⑆072400052⑆ 7160907668⑈

LAKESIDE
COMPREHENSIVE REHABILITATION
& FAMILY FITNESS

Richard and Deborah Windell
4059 W Colonial Drive
Hart, Michigan 49449
Phone 231-873-3577
Cell 231-769-6829

July 22nd, 2020

Lynne Ladner
City Manager
City of Hart
407 State Street
Hart, MI 49420

RE: Drive-through window application for 37, 39 & 45 South State Street Building

Dear Lynne,

Enclosed please see documents to support our application for a site plan change approval for our property located at 37, 39 & 45 South State Street in Hart.
We would like to add a drive-through window to the back of 37, 39 & 45 South State Street building. Back of the building is facing the alleyway and currently has 4 doors leading directly into the alleyway. Our intent is to replace 1 existing door with 1 self-closing side sliding transaction window (Hereafter referred to as "drive-through window"). Our Lakeside Rehab Family Fitness & Wellness Center and Coffee and Smoothie Bar business, located inside the building, would use the drive-through window to hand out purchased drinks to customers seated in their car.

Drive-through window would require customers to enter the alleyway from the parking lot off Courtland Street; to stop briefly in an alleyway by our drive-through window; before continuing to exit to Washington Street.

Drive-through window would add a benefit of convenience and safety for public to allow purchase coffee and smoothies without the need to leave the vehicle, especially important at this time. We also cannot stress enough how important this option is for our business!

Please do not hesitate to contact us with any questions or document request. Thank you!

Richard Windell
Deborah Windell

Richard and Deborah Windell
Legal Property Owners
(231) 769-6829
deborah.windell@lakesiderehab.com

Enclosed:

1. Site Plan Review Checklist
2. Site Plan Review Application Form
3. Hazardous Substances Reporting Form for Site Plan
4. Site Plan Drawing
5. Site Map
6. City of Hart Zoning Map
7. City of Hart Zoning Map Detail
8. Self-closing Drive-Through Window Specifications Sheet
9. Alleyway Photo
10. Photo of the Existing Door to Be Converted into Drive-through Window
11. Drive-through Window Ordering Process

City of Hart
Site Plan Review Application Form

The Following, To Be Completed By Applicant Prior To Submittal Of Site Plan:

1.	Developers Name
	Address
	Phone Number
2.	Legal Property Owner RICHARD AND DEBORAH WINDELL
	Address 4059 WEST COLONIAL DRIVE, HART, MI 49420
	Phone Number (231) 769-6829
3.	Site Plan Designers
	Name
	Address
	Phone Number
	Registration Number
4.	Description of Proposed Development: REPLACEMENT OF DOOR & DRIVE-THROUGH WINDOW New (Addition)
5.	If an appeal of the strict application of the standards of the Zoning Ordinance is to be taken, please so indicate below.

Appeal Requested _____

For City Use Only

Initial Site Plan Review fee paid (date) _____

Site Plan Application Number _____

_____ Residential Site Plan

_____ Non-Residential Site Plan

CITY OF HART

SITE PLAN REVIEW CHECK LIST FORM: PAGE 2

Prior to submittal of a site plan, the applicant shall review the following elements for inclusion, where applicable, on the site plan, and shall be in sufficient detail to meet the intent and purpose of the review process. The applicant will check the box in the left-hand column marked "Applicant" only and will mark all applicable elements. A check mark by the applicant for each element involved will indicate that the applicant made the proper notation on the site plan. If the applicant is satisfied that all such information required is properly noted on the site plan, the applicant will sign and date the checklist in the place provided and submit the signed Site Plan Review Application Form with the site plan to the Planning Commission Coordinator.

	Checked by Applicant	Checked by Review Agency
1. Name of Development	✓	
2. Name, address & phone number of:		
a. Developer		
b. Legal Owner	✓	
c. Designer/Firm		
d. Designer Registration No. and Seal		
3. Scale of Drawing		
a. If less than 3 acres- 1" = 50'	✓	
b. If more than 3 acres 1" = 100'		
c. Sheet size shall not exceed 24" x 36"		
d. Legend		
4. Date	✓	
5. North Point	✓	
6. Complete legal description of entire site i.e. Metes & Bounds description if acreage Parcel, lot #(s) and subdivision name. All Lega l descriptions will include:		
a. Gross # of acres		
b. Net usable acres		
c. Section Number		

	Checked by Applicant	Checked by Review Agency
7. Vicinity Sketch or Site Map which does not have to be drawn to scale	V	
8. Topographic elevations at 10 foot intervals on and off the site		
a. Existing		
b. Proposed		
9. Existing drainage courses and existing lake or stream elevation's		
10. The location of all existing & proposed on-site utilities including their connection to off-site utilities		
a. Water Supply		
Existing		
Proposed		
b. Sanitary Sewer		
Supply Existing		
Proposed		
c. Storm Sewer		
Supply Existing		
Proposed		
d. Electric Supply (above & below ground)		
Existing		
Proposed		
e. Telephone Supply (above & below ground) Existing		
Proposed		
f. Gas Supply		
Existing		
Proposed		
g. Other		
Existing		
Proposed		
11. Existing Zoning Classification of the parcel	B1 CENTRAL BUSINESS DISTRICT	

	Checked by Applicant	Checked by Review Agency
12. Existing Zoning Classification of adjacent parcels	✓	
13. Existing land use on adjacent parcels	✓	
14. The location of all existing buildings & structures within 100' of parcel	✓	
15. The location of all building and structures on site.	✓	
16. All building/structure height's		
17. Location of all off-street parking spaces including required handicapped spaces, vehicle maneuvering lanes, and service drives		
18. Location of all loading and unloading facilities		
19. Location of all driveways, drives, and turning lanes	✓	
20. Location of all drives, driveways & intersections across abutting streets from parcel	✓	
21. Names, locations, right-of-way widths, center- lines, and pavement widths of all bordering roads, streets, and easements		
22. Location of all sidewalks	✓	
23. Critical site dimensions		
a. Along property lines	✓	
b. Between buildings		
c. Between parking & buildings		
d. Between parking & parcel lines		
e. Between principal & accessory buildings		
f. Parking space width/length (typical)		
g. Vehicle maneuvering lane/service drive widths	✓	
h. Curb radius (entrances)		
i. Between buildings & parcel lines		
j. Between buildings & retention/detention ponds		

	Checked by Applicant	Checked by Review Agency
24. Building Layouts (typical floor plan) including:		
a. Principal entrances & service entrances	✓	
b. The relationship between units within a building		
c. Exterior building wall facade drawings of all exposed wall		
25. Building elevation drawings showing the type and color of exterior building wall facade materials to be covered by signs to be attached to the building		
26. Location, size & type of signs to be utilized shall be provided for the site and building's on the site. In instances where signs are not determined due to unknown occupants at the time of site plan review, it shall be required that all signs receive the review and approval of the Planning Commission prior to occupancy of a structure.		
27. The location and extent of any outdoor storage areas		
28. The type, height & extent of any outdoor storage areas		
29. The type & height of screening for trash Receptaeles		
30. The location type & extent of any required screening devices.		
31. A complete landscape planting plan identifying all landscape plantings by location, type and height. Where earth berms are used, their height and width shall be noted and a cross section of the berm included.		
32. The location & type of all outdoor lighting		

	Checked by Applicant	Checked by Review Agency
33. FOR MULTIPLE DWELLING DEVELOPMENTS:		
a. The maximum lot coverage of all buildings shown		
b. Formula for distances between buildings shown		
c. Site density computations including total number of dwellings units and number of bedrooms per unit. When development is in phases, the requirements for b. and c. above shall be shown for each phase.		
34. FOR NON-RESIDENTIAL USES:		
a. Proposed use	✓	
b. Gross & net usable square feet of floor area		
c. Seating capacity or maximum occupancy permitted		
d. Number of medical examining rooms dental chairs, and square footage of waiting rooms or beds		
e. Number of employees in largest working shift		

I hereby certify that I have read and understand the above Checklist items and those items that apply to my site plan, are included on the site plan.

Signature of Applicant: Deborah Crowder

Date Received: 7-23-2020

Initials of accepting staff DD

HAZARDOUS SUBSTANCES REPORTING FORM FOR SITE PLAN

Note: This form should be completed and submitted as part of the site plan for all facilities.

Name of Business LAKESIDE REHAB FAMILY FITNESS & WELLNESS CENTER COFFEE & SMOOTHIE BAR

Name of Business Owner DEBORAH WINDELL

Street Address 39 S STATE STREET, HART, MI 49420

Telephone 231-769-6829

Owner's signature _____

Information Compiled by _____

Part I- Management of Hazardous Substances and Polluting Materials

1. Y (N) Will the proposed facility expect to store, use or generate hazardous now or in the future? If yes, please complete this form and submit with your site plan.

2. Y (N) Will hazardous substances or polluting materials be reused or recycled on-site?

3. Y (N) Will any hazardous substances or polluting materials be stored on-site? If yes, identify the storage location on the site plan. Describe the size and type of secondary containment structure here, on an attached page, or as a detail on the site plan:

_____

_____

_____

4. Y (N) Will new underground storage tanks be located less than 2000 feet from drinking water wells serving two or more establishments or less than 300 feet from a single-family drinking water well?

5. Y (N) Are existing underground storage tanks on-site less than 200 feet from a drinking water well serving two or more establishments or less than 50 feet from a single-family household?

If the answers to #4 or #5 are yes, current or proposed activities may be in violation of State of Michigan underground storage tank regulations. Michigan Department of Environmental Quality, Environmental Response Division: 734-953-0241.

6. Y N Will the interior of the facility have general purpose floor drains?* If yes, will the floor drain connect to: (circle one)

a. Sanitary sewer system
b. On-site holding tank; or
c. On-site system approved by the Michigan Department of Environmental Quality in accordance with groundwater Discharge permit requirements (administered by Waste Management Division).

* Note: General purpose floor drains should not be connected to a storm drain, dry well, or septic system.

7. Y (N) Will hazardous substances or polluting materials be stored, used, or handled out-of-doors near storm drains which discharge to lakes, streams, or wetlands? If yes, describe the type of catch basin or spill containment facilities, which will be used (use an attached sheet with diagram, if appropriate):

_____

_____

_____

Additional information may be requested by the local government to assure that site plans comply with local, county and state environmental protection requirements. (Part II on Following Page)

TYPES AND QUANTITIES OF HAZARDOUS SUBSTANCES AND POLLUTING MATERIALS WHICH WILL BE USED, STORED, OR GENERATED ON-SITE

Please list the hazardous wastes and other polluting materials, which are expected to be used, stored, or generated on-site. Quantities should reflect the maximum volumes on hand at any time. Attach additional pages if necessary, to list all hazardous substances and polluting materials.

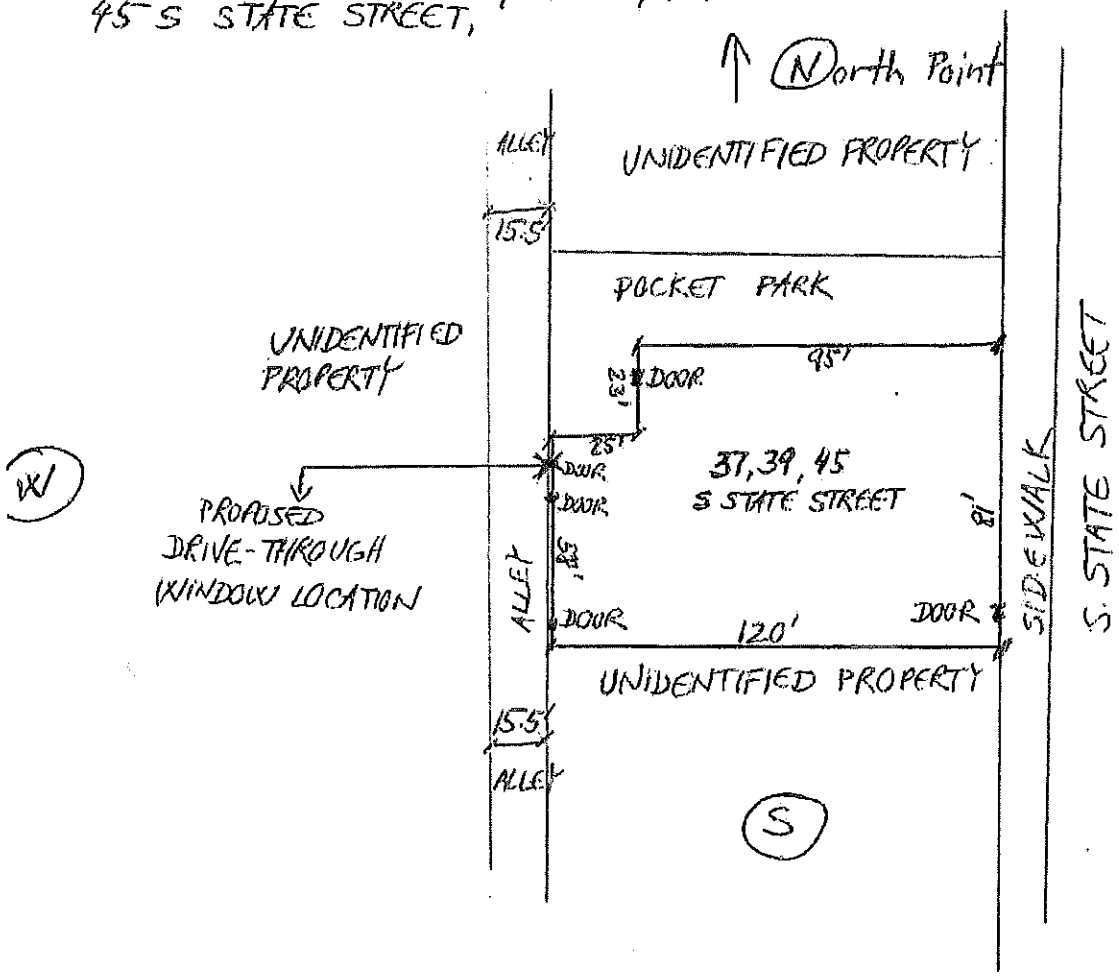
Common Name (Trade Name)	Chemical Name (Components)	Form	Max quantity on hand at one time	Type of storage containers
		Key: Liq.= Liquid P.Liq.=Pressurized Liquid S=Solid G=Gas P.G.= Pressurized Gas	Key: AGT= above ground tank DM= Drums UGT= Underground Tanlc CY= Cylinders CM= Metal container CW= Wooden or composite container TP= Portable Tank O= Other (specify)	

SITE PLAN

SCALE OF DRAWING: 1"=50'

PROPOSED: CONVERTING AN EXISTING EXTERIOR DOOR INTO DRIVE-THROUGH WINDOW

LAKESIDE REHAB FAMILY FITNESS & WELLNESS CENTER, COFFEE & SMOOTHIE BAR
37 S STATE STREET,
39 S STATE STREET, HART, MI
45 S STATE STREET,



DATE: 07/22/2020

PROPERTY **LEGAL DESCRIPTION :**

Parcel 1: The South 34 feet of Lot 8, in Block 8 of the Original Plat of the Village (now City) of Hart, according to the recorded plat thereof, EXCEPT the West 12 feet thereof.

Parcel 2: The North 8 feet of Lot 8, Block 8 and the South 14 feet of Lot 5, Block 8, of the original Plat of the Village (now City) of Hart, according to the recorded plat thereof, EXCEPT the West 12 feet thereof previously conveyed for alley.

Parcel 3: The South 24 feet of the North 32 feet of Lot 8, Block 8, of the Original Plat of the Village (Now City) of Hart, according to the recorded plat thereof, EXCEPT the West 12 feet thereof.

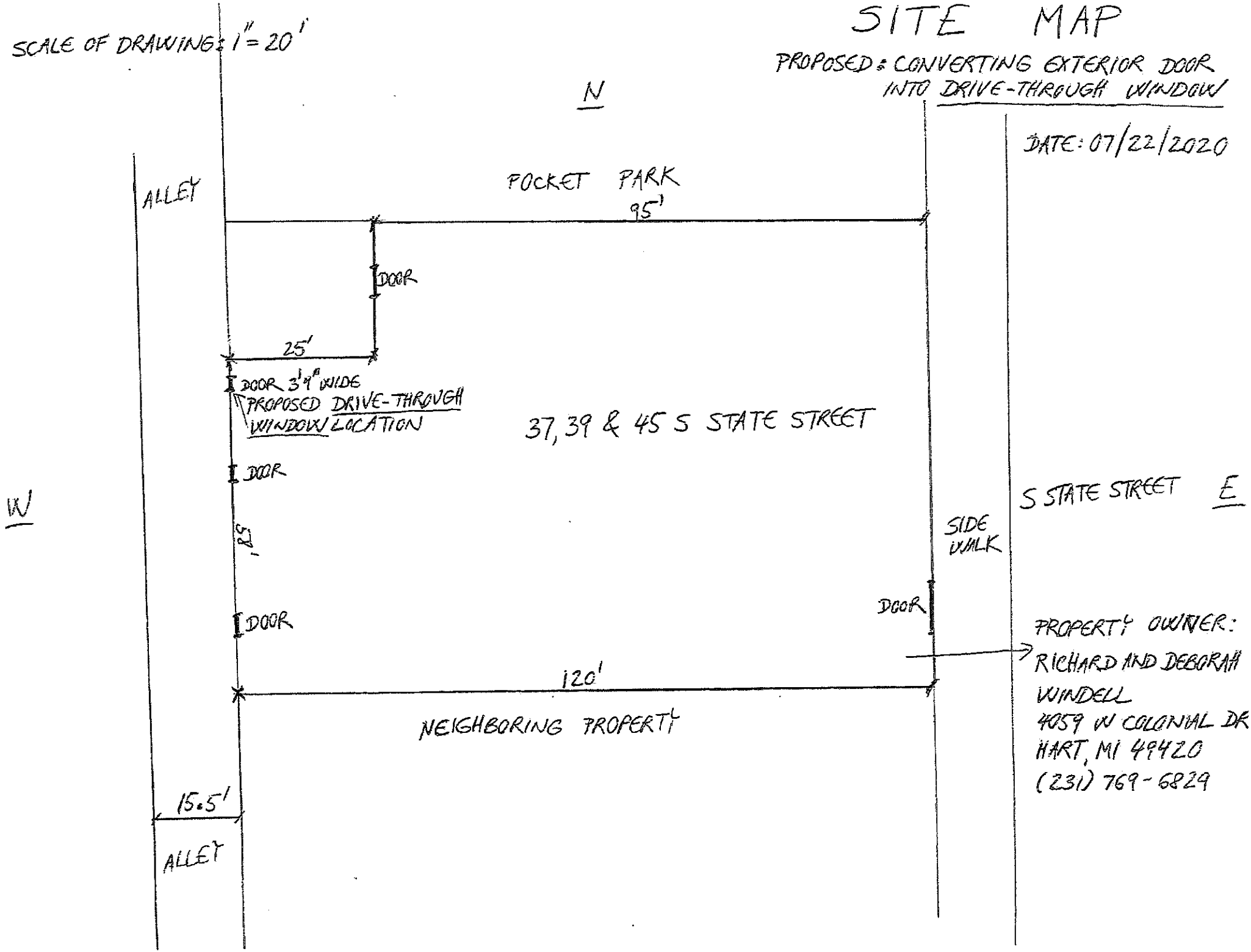
LEGAL OWNER: RICHARD AND DEBORAH WINDELL, 4059 W COLONIAL DRIVE, HART, MI 49420
(231) 769-6829

SITE MAP

SCALE OF DRAWING: 1" = 20'

PROPOSED: CONVERTING EXTERIOR DOOR INTO DRIVE-THROUGH WINDOW

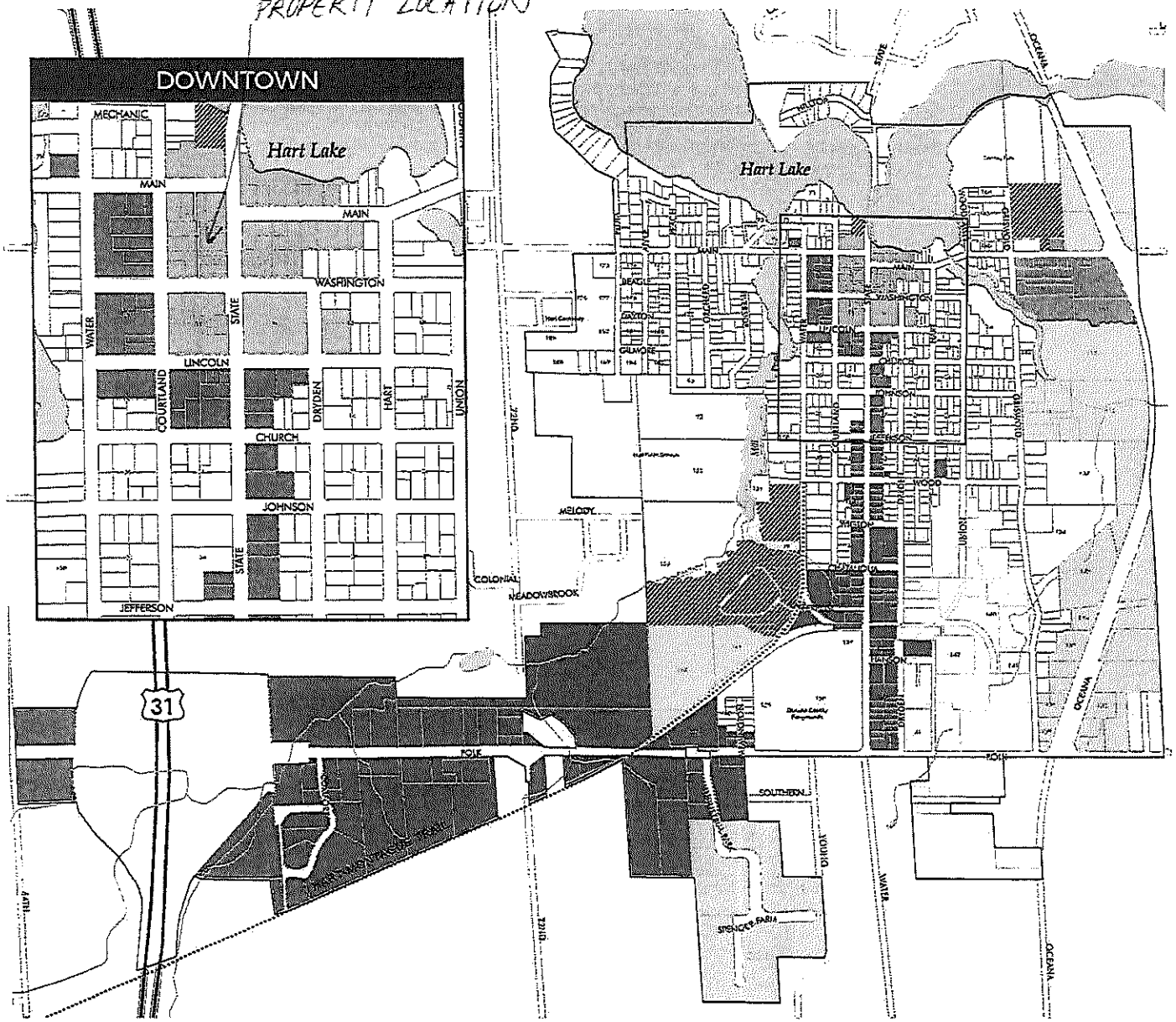
DATE: 07/22/2020



PROPERTY OWNER:
RICHARD AND DEBORAH WINDELL
4059 W COLONIAL DR
HART, MI 49420
(231) 769-6829

PROPOSED: CONVERTING EXTERIOR DOOR INTO DRIVE-THROUGH WINDOW

37, 39, 45 S STATE STREET, HART
PROPERTY LOCATION



City of Hart

Oceana County, Michigan

ZONING MAP

Updated: June 19, 2017

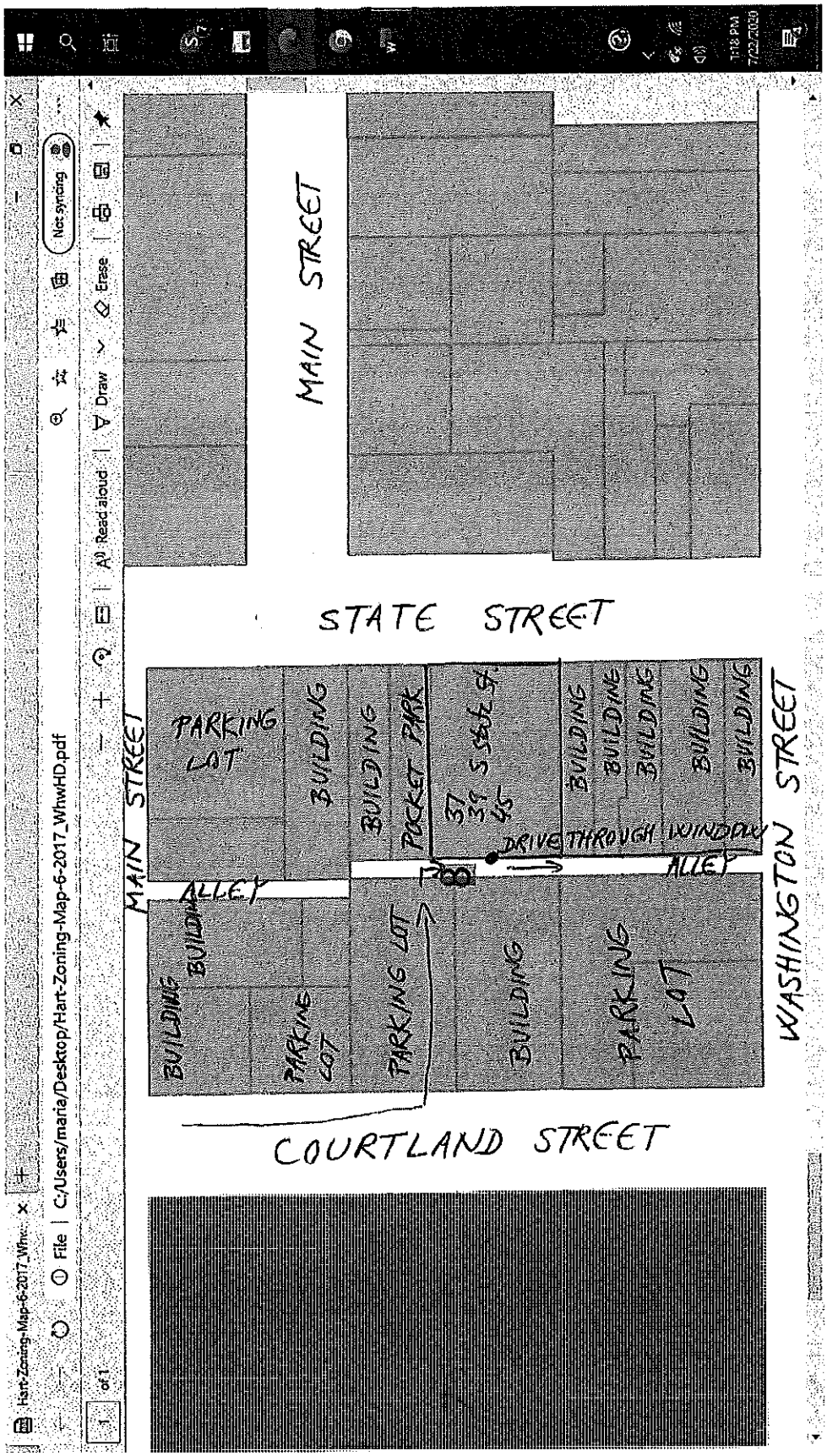
- A, Residential Zone
- A-1, Residential Zone
- A-2, Apartment Zoning District
- B-1, Central Business District
- B-2, General Business District
- C-2, Limited Commercial
- D-1, Industrial District
- D-2, Industrial Park District
- M-1, Medical/Institutional District
- PUD, Planned Unit Development

1 inch = 500 feet

0 0.125 0.25 0.5 Miles

williams&works
engineers | surveyors | planners

Data Sources: Michigan CGI, Oceana County Equalization



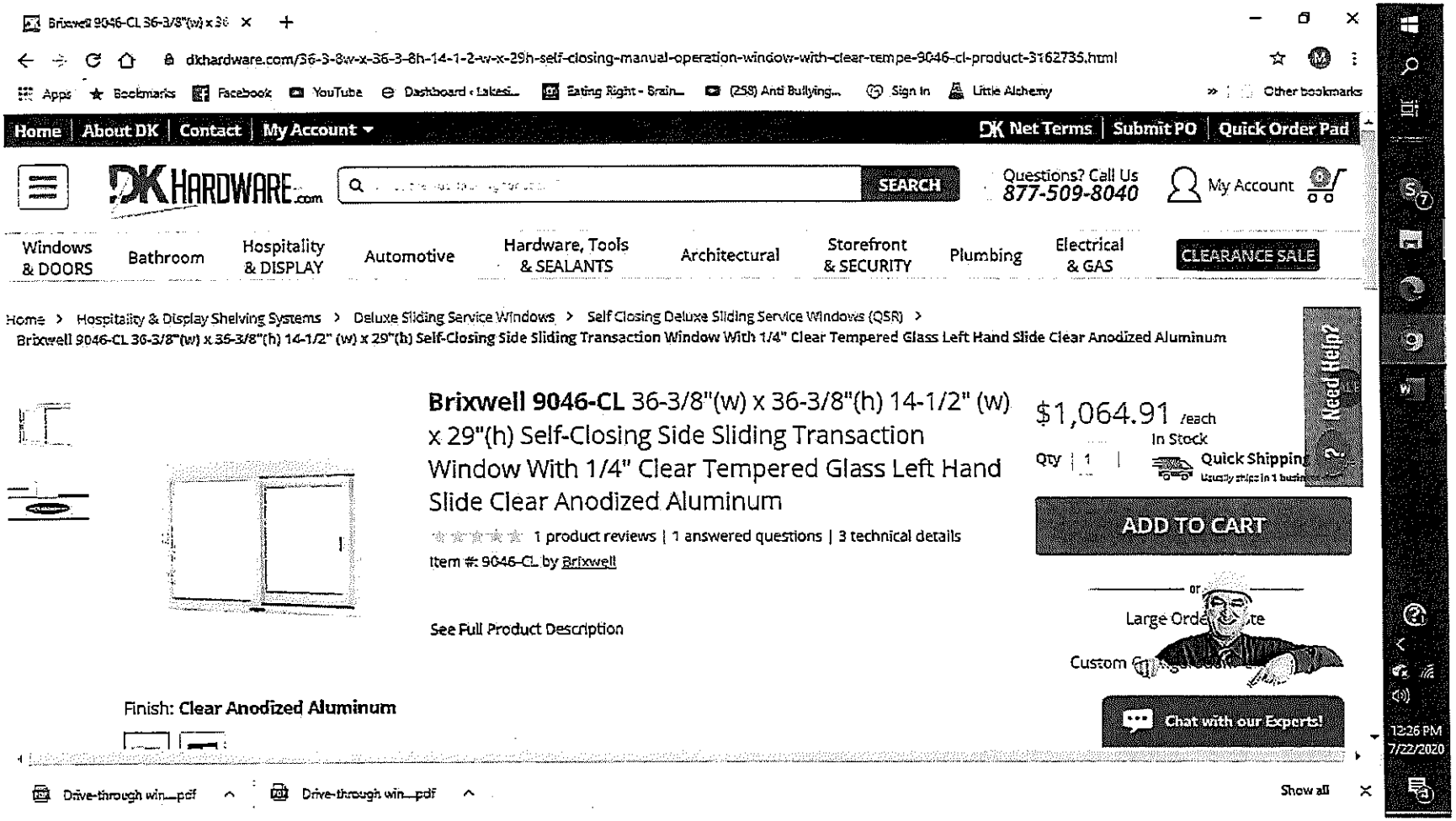
CITY OF HART

ZONING MAP DETAIL

B1 CENTRAL BUSINESS DISTRICT

PROPOSED: CONVERTING AN EXISTING EXTERIOR DOOR INTO DRIVE-THROUGH WINDOW

LAKESIDE REHAB FAMILY FITNESS & WELLNESS CTR. COFFEE & SMOOTHIE BAR



PROPOSED: CONVERTING EXTERIOR DOOR INTO DRIVE-THROUGH WINDOW

PROPERTY LOCATION: 35, 39, 45 S STATE STREET, HART, MI 49420

PROPERTY OWNER: RICHARD AND DEBORAH WINDELL

Brixwell 9046-CL 36-3/8"(w) x 36

dkhardware.com/36-3-8w-x-36-3-8h-14-1-2-w-x-29h-self-closing-manual-operation-window-with-clear-tempe-9046-cl-product-3162735.html?gclid=CjwKCAjwx...

Apps | Bookmarks | Facebook | YouTube | Dashboard ‹ Lakesi... | Eating Right - Brain... | (258) Anti Bullying... | Sign In | Little Alchemy | Other bookmarks

Brixwell 36-3/8"(w) x 36-3/8"(h) 14-1/2" (w) x 29"(h) Self-Closing Side Slidir

1 product reviews | 1 answered questions | 3 technical details

Qty – 1 + $1,064.91 /each ADD TO CART

- Comes with heavy duty security lock which can be easily locked by thumb turn
- The product is weather resistant and sealed to protect from the harsh natural elements
- Once closed, the window cannot be pushed open from the outside, adding to its security
- These windows are especially useful in food services that require windows to close automatically, to protect the kitchen from insects, car fumes and high temperature.

Glass sliding windows are ideal for an unobstructed view that allows abundant natural light inside the interiors.The rollers used in the header are of high quality and promise silent and smoothest operation amongst all other windows available in the market today. It features a stainless steel frame for optimal cleanliness, durability, and chemical resistance thereby meeting the health code requirement and thus can be used in aseptic enviroments such as hospitals. Standard Features

Shipped fully-assembled and ready to install
Warranty backed with Nationwide Service Centers
1/4" clear tempered safety glass
Weather resistant and sealed to protect from the elements
Dark bronze or clear anodized aluminum
Corrosion resistant material: anodized aluminum and #304-#3 finish stainless steel
Security locking systems
Maximum security hook-bolt locks
Automatically locks every time the door closes to prevent outside penetration
Right or left hand units

Optional Features

Custom colors available
Reduced service openings for areas requiring 432 sq. inches
Custom transoms and overall window sizes
Various glazing options (B/R, insulated, Tinted, etc)
Constructed with high visibility bullet resistant materials (Level 1)

Security Features

Includes a self-latching handle to ensure the window is locked each and every time it is used.

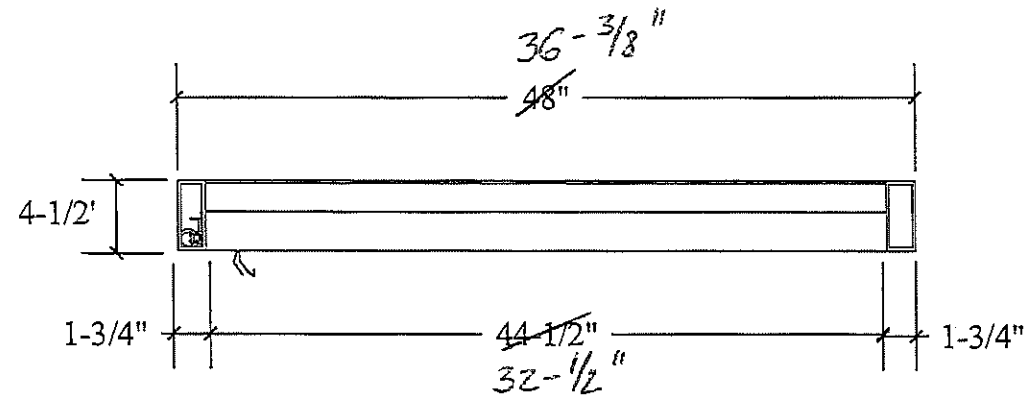
Height	36-3/8
Finish	Clear Anodized Aluminum
Service Opening	14-1/2" (w) x 29"(h)
Width	36-3/8
Type	Left Hand Slide
Glazing	1/4" clear tempered safety glass
Pack Size	1
Rough Opening	36-3/8"(w) x 36-3/8"(h)

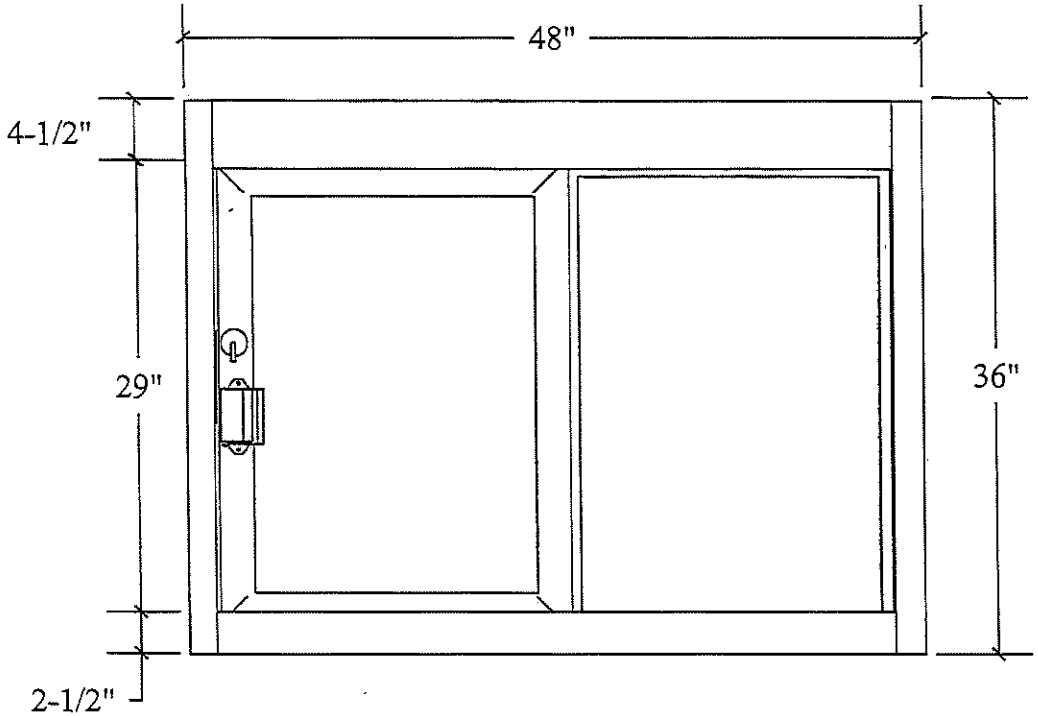
Need Help?

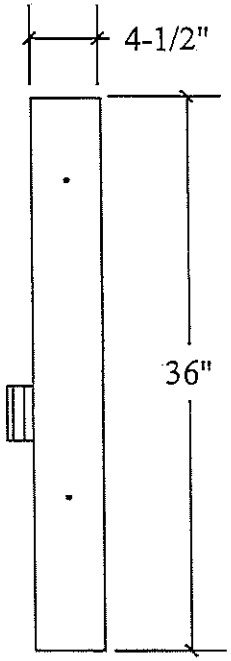


Chat with our Experts!

12:18 PM
7/22/2020







General Notes

Actual Dimension
48"(W) X 36"(H)

Service Opening
~~20-1/4~~"(W) x 29"(H)
14-1/2"(W) x 29"(H)
Rough Opening
~~48-3/8~~"(W) X 36-3/8"(H)
36-3/8"(W) x 36-3/8"(H)

QUIKSERV
11441 BRITTMOORE PARK DR.
HOUSTON, TX., 77041

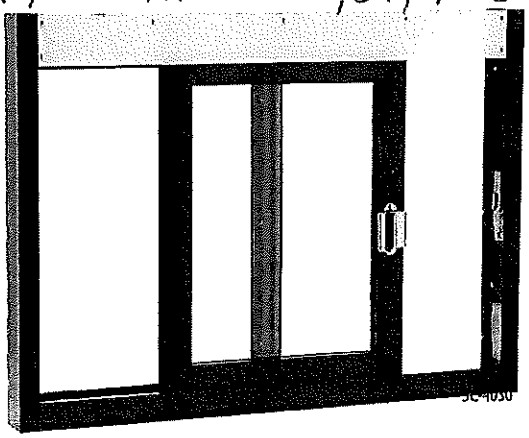
NOTE: THIS DRAWING EMBODIES A CONFIDENTIAL PROPRIETY DESIGN ORIGINATED AND OWNED BY QUIKSERV CORP., AND IS SUBMITTED UNDER A CONFIDENTIAL RELATIONS ALL PATENT, MANUFACTURING, SALE RIGHTS REGARDING THE SAME ARE RESERVED EXCEPT TO THE EXTENT RIGHTS ARE EXPRESSLY GRANTED TO OTHERS. THE RECIPIENT AGREES BY ACCEPTING HIP. THESE DRAWINGS NOT TO SUPPLY OR DISCLOSE ANY INFORMATION REGARDING THEM TO ANY UNAUTHORIZED PERSON.

TITLE:	SELF - CLOSING DRIVE-THRU WINDOW				
Drawing Name	SC-4030 THREE SIDE VIEW				
DATE	DRAWN BY	SCALE	SHEET	SIZE	
3/15/2016	RBV	1:12	1 of 4	A	

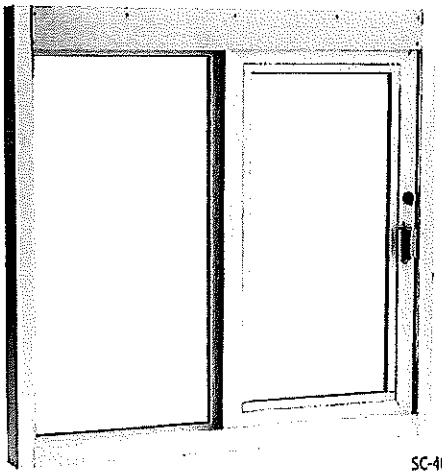
SELF-CLOSING & MANUAL OPERATION WINDOWS

SINGLE SLIDERS

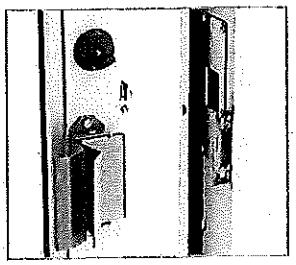
PROPOSED: CONVERTING EXTERIOR DOOR INTO DRIVE-THROUGH WINDOW
PROPERTY LOCATION: 37, 39, 45 S STATE STREET, HART, MI 49420



SC-4030



SC-4040



MAXIMUM SECURITY LOCKING SYSTEM

STANDARD FEATURES

- Shipped fully-assembled and ready to install
- Warranty backed with Nationwide Service Centers
- 1/4" clear tempered safety glass
- Weather resistant and sealed to protect from the elements
- Dark bronze or clear anodized aluminum
- Corrosion resistant material: anodized aluminum and #304-#3 finish stainless steel
- Security locking systems
- Maximum security hook-bolt locks
- Automatically lock when unit is closed
- Right or left hand units

OPTIONAL FEATURES

- Custom colors available
- Reduced service openings for areas requiring 432 sq. inches
- Custom transoms and overall window sizes
- Various glazing options (B/R, Insulated, Tinted, etc)

MODEL SC-4040, IFSC-4040, SC-4030, IFSC-4030, SC-3030, IFSC-3030

Self-closing horizontal sliders meet all health code requirements. These self-closing units are mounted flush to the exterior wall. By simply releasing the window after serving the customer, the door panel closes automatically. With an offset in the base, and gliding on a top-hung ball bearing system, these sliders are the smoothest windows on the market. All IFSC Models are fully glazed with 5/8" insulated glass.

Service Opening: 4040's: 20-1/4"(w) x 41"(h)
4030's: 20-1/4"(w) x 29"(h)
3030's: 14-1/2" (w) x 29"(h)

MAXIMUM SECURITY LOCKING SYSTEM

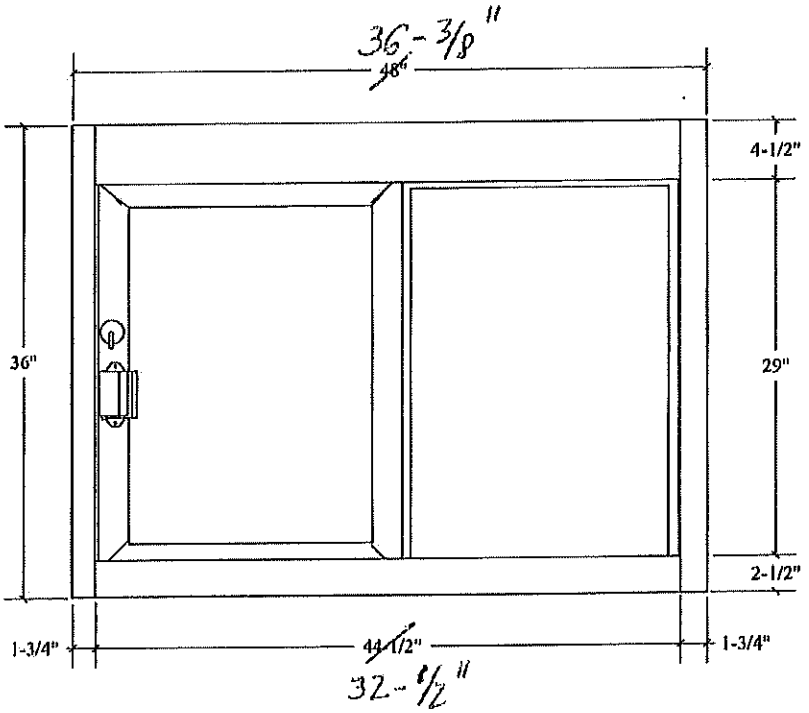
Each Quikserv single-sliding window offers a heavy duty maximum security lock. This hook bolt lock helps to prevent outside intrusion. An easy to grasp thumb-turn allows for ease in operation while locking the unit.

QUIKSERV

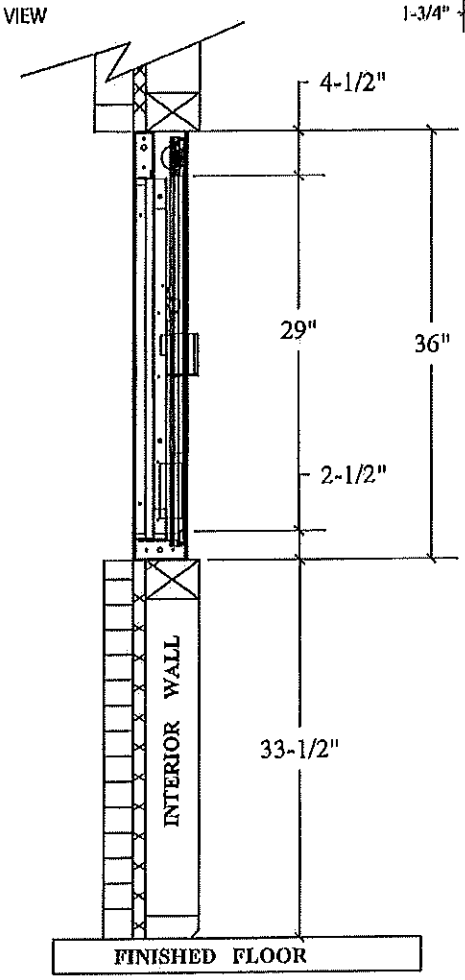
we put more in – you get more out

MODEL SC-4040, IFSC-4040, SC-4030, IFSC-4030, SC-3030, IFSC-3030
ROUGH OPENING
4040 Models: 48-3/8"(w) x 48-3/8"(h)
4030 Models: 48-3/8"(w) x 36-3/8"(h)
3030 Models: 36-3/8"(w) x 36-3/8"(h)

MAIN VIEW



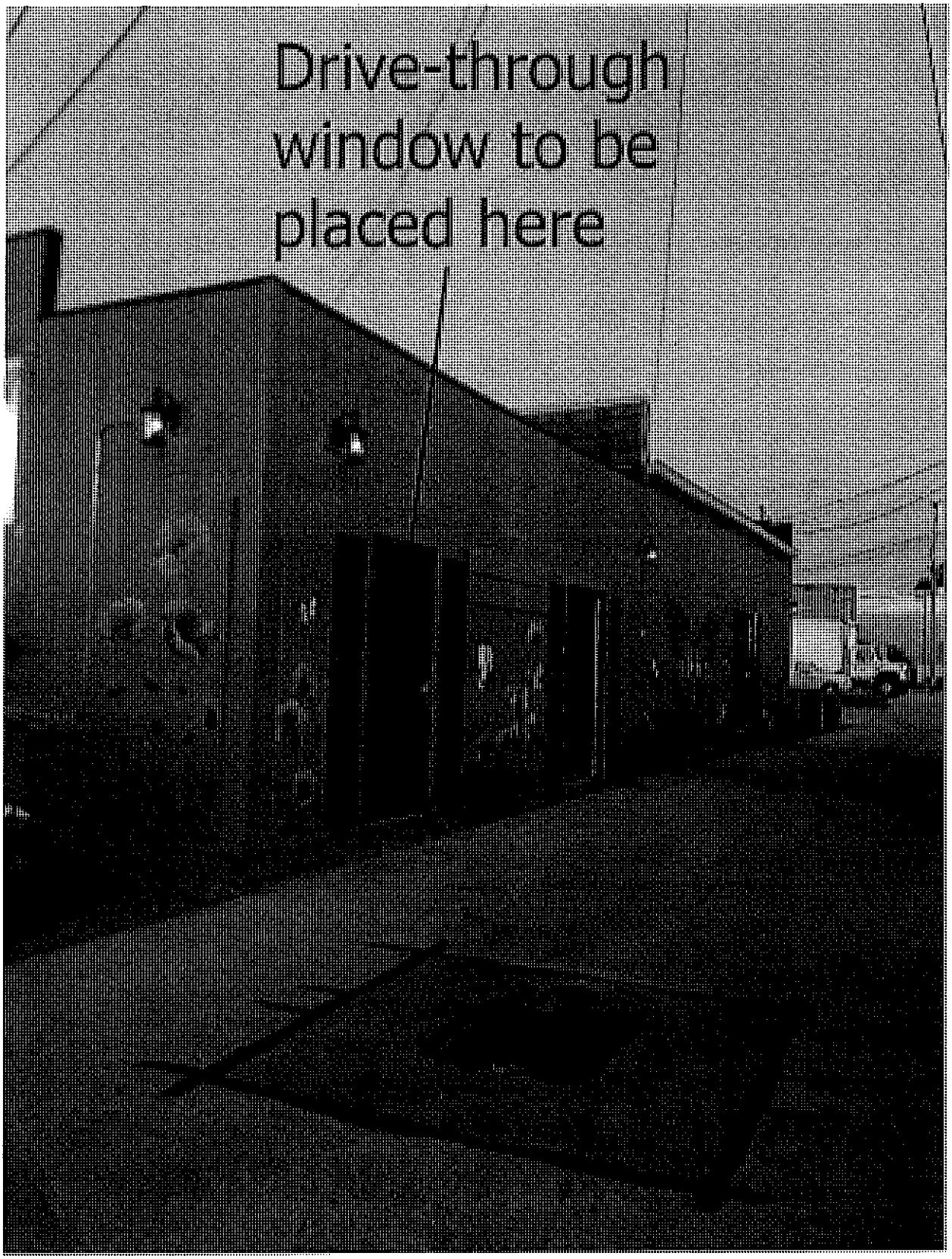
SIDE VIEW



ALL QUIKSERV PRODUCTS ARE SHIPPED FULLY-ASSEMBLED and READY TO INSTALL. EACH ELECTRICAL UNIT IS SHIPPED WITH A FOUR FOOT (4') BX DROP.

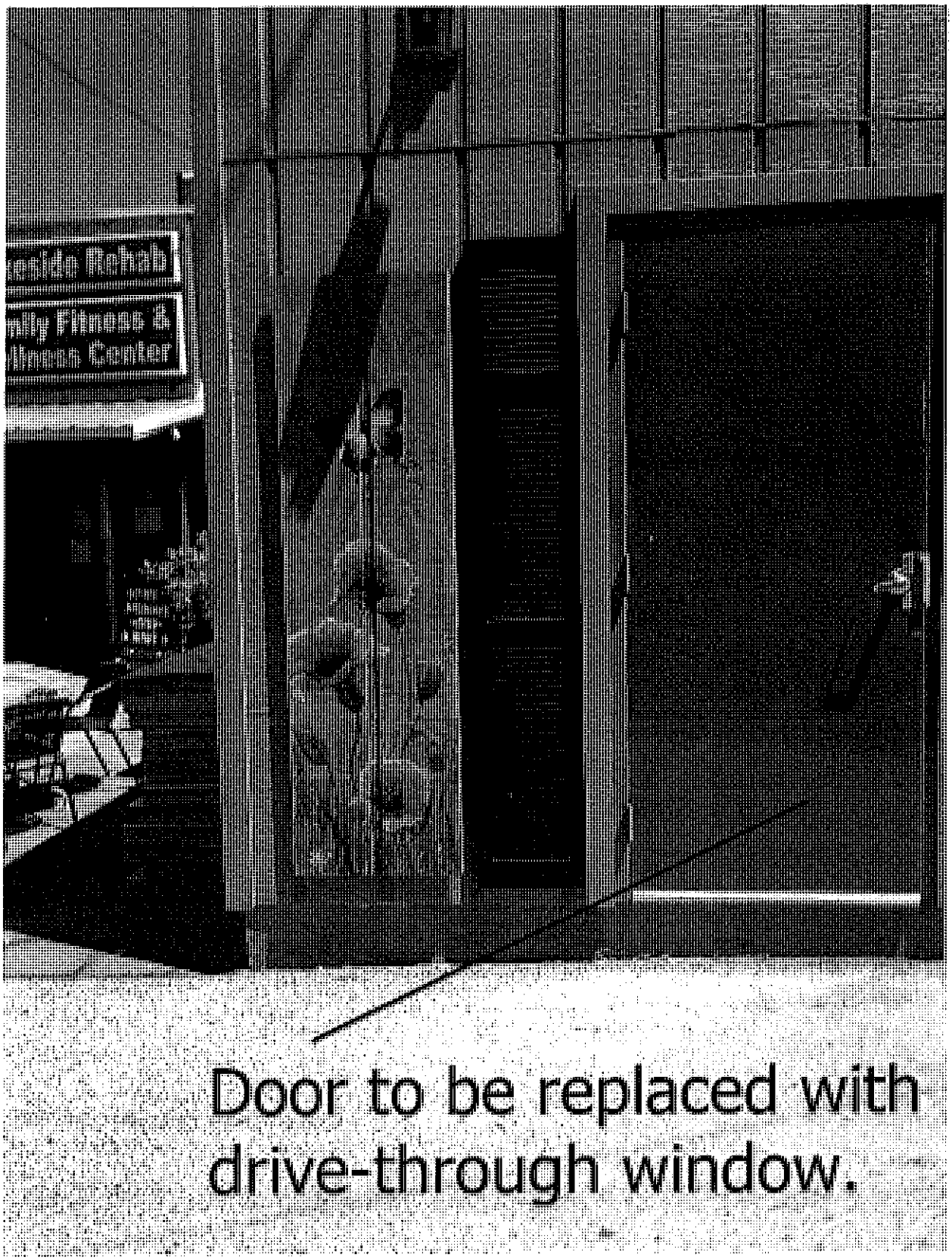
QUIKSERV CORP. • 11441 BRITTMOORE PARK DRIVE • HOUSTON, TX 77041 • 800-388-8307 • 713-849-5882 • FAX 713-849-5708 • www.quikserv.com

Proposed: Converting an existing exterior door into Drive-through Window
Photo below: 37, 39 & 45 S State Street – Alley at the back of the building



Contact information: Richard and Deborah Windell, Lakeside Rehab Family Fitness & Wellness Center, Coffee & Smoothie Bar; 4059 West Colonial Drive, Hart, MI 49420; (231) 769-6829

Proposed: Converting an existing exterior door into Drive-through Window
Photo below: 37, 39 & 45 S State Street – Alley at the back of the building



Contact information: Richard and Deborah Windell, Lakeside Rehab Family Fitness & Wellness Center, Coffee & Smoothie Bar; 4059 West Colonial Drive, Hart, MI 49420; (231) 769-6829

LAKESIDE
Coffee/Smoothie/Juice Bar
30 S State St., Hart, MI 49420 • (231) 873-3568

Lakeside Coffee & Smoothie Bar

DRIVE-THROUGH WINDOW ORDERING PROCESS:

1. Customers in their vehicles will enter from Courtland Street heading towards East, to the back of 37, 39, 45 S State Street buildings through the City of Hart parking lot.
2. At the end of the parking lot, when alley is reached, customers in their vehicles will turn right to the Alley; towards the 37, 39, 45 S State Street buildings and Menu Board with Intercom Speaker. Signs will prompt them in their travel. Site plan for signage and menu board will be proposed in a separate application.
3. Menu Board with Intercom Speaker will be placed on permanent, 4 season, lighted structure that is planned to be located on the patio, alongside the alley, 7 feet from the north property border with the Pocket Park. Intercom Ordering System will be used to place and process the order.
4. Customers in their vehicle will stop in the alley, in close proximity to the Menu Board with Intercom Speaker.
5. Customers will voice their order to the Speaker and will be prompted to proceed to the Drive-through Window further along the Alley.
6. Once stopped by the drive-through window, customers in their vehicle will have to wait 3-5 minutes for the order to arrive.
7. Processing payment and handing out order should last less than 1 minute.
8. Customers will then proceed to exit the alley heading South towards Washington Street and exit into Washington Street.

Approximate time spent at Menu Board with Intercom Speaker: **1 minute** plus extra waiting time if staff is working on completing another order.

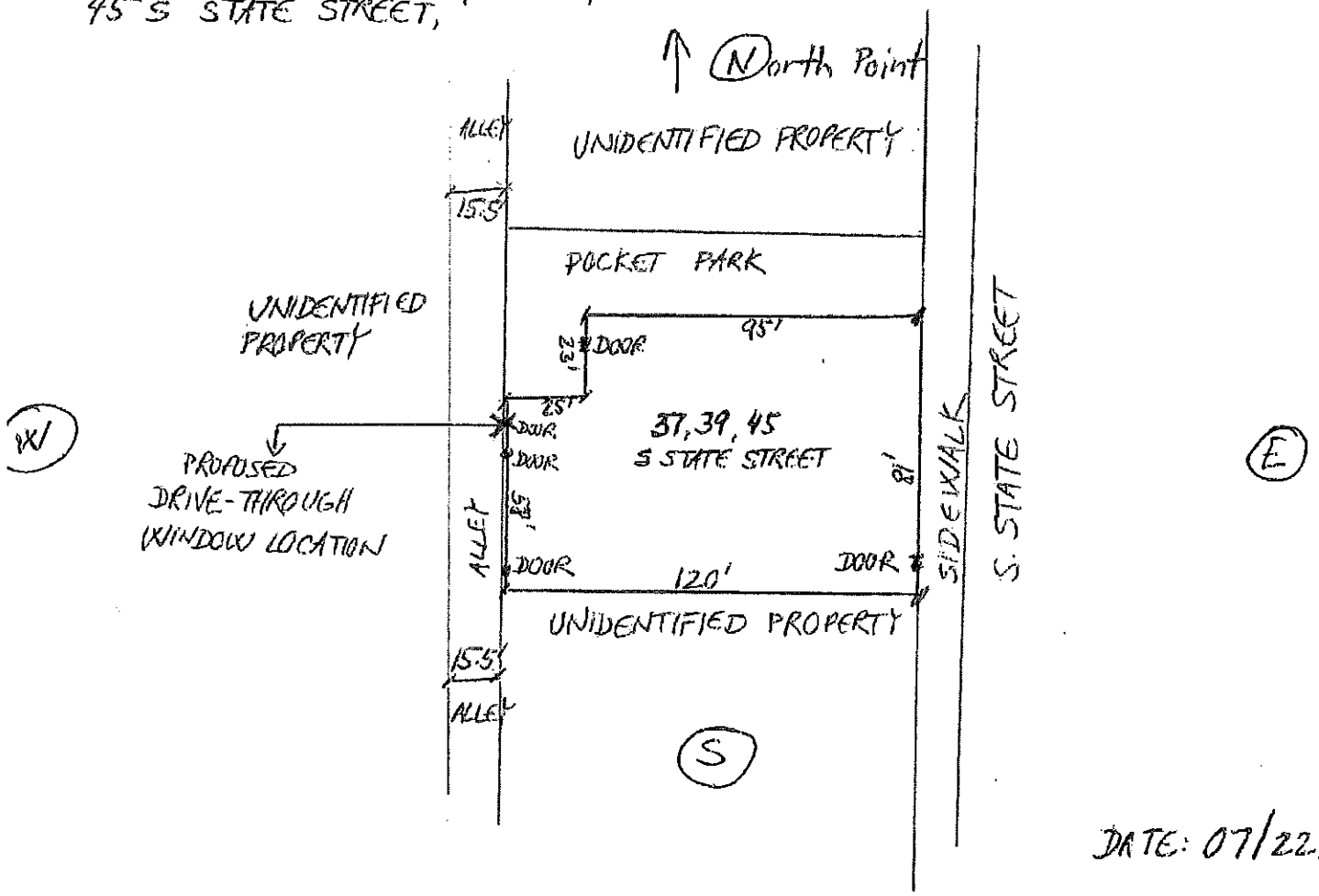
Approximate time spent waiting at drive-through window: **3-5 minutes** depending on number of items ordered. **1 minute** for payment and handing out ordered items.

SITE PLAN

SCALE OF DRAWING: 1" = 50'

PROPOSED: CONVERTING AN EXISTING EXTERIOR DOOR INTO DRIVE-THROUGH WINDOW

LAKESIDE REHAB FAMILY FITNESS & WELLNESS CENTER, COFFEE & SMOOTHIE BAR
37 S STATE STREET,
39 S STATE STREET, HART, MI
45 S STATE STREET,



DATE: 07/22/2020

PROPERTY **LEGAL DESCRIPTION :**

Parcel 1: The South 34 feet of Lot 8, in Block 8 of the Original Plat of the Village (now City) of Hart, according to the recorded plat thereof, EXCEPT the West 12 feet thereof.

Parcel 2: The North 8 feet of Lot 8, Block 8 and the South 14 feet of Lot 5, Block 8, of the original Plat of the Village (now City) of Hart, according to the recorded plat thereof, EXCEPT the West 12 feet thereof previously conveyed for alley.

Parcel 3: The South 24 feet of the North 32 feet of Lot 8, Block 8, of the Original Plat of the Village (Now City) of Hart, according to the recorded plat thereof, EXCEPT the West 12 feet thereof.

LEGAL OWNER: RICHARD AND DEBORAH WINDELL, 4059 W COLONIAL DRIVE, HART, MI 49420
(231) 769-6829

Memorandum

To:	**City of Hart Planning Commission**
Date:	**August 27, 2020 (September 3 Meeting)**
From:	**David M. Jirousek, AICP – Horizon Community Planning**
RE:	**Harbor House of Hart: Zoning Ordinance Amendment Request**

Overview

The City received a request from the Harbor House of Hart to amend the Zoning Ordinance to allow for a proposed "transitional housing program" for the residence located at 315 South State Street. The property is zoned A, Residential.

The subject home was previously licensed by the State of Michigan as a foster care facility for 4-6 children. The program is proposed to change to an independent living program with mentoring for 4-6 young women (18-24 years of age). Harbor House provided materials regarding their past and proposed services and non-profit organizational status.

Use Analysis

Harbor House proposes a home for individuals that will receive support and mentoring by a host couple. Regarding the proposed living arrangement, the use is similar to an adult foster care family home (1-6 adults), which shares the following characteristics:

- Single-family home
- Multiple unrelated adult occupants
- Separate bedrooms
- Shared bathrooms, kitchen, dining space, and common areas
- Supervision

However, the use is not a state licensed residential facility for residents that require long-term care and permanent supervision. Unlike an adult foster care family home, it is not a protected use under the Michigan Zoning Enabling Act.

The only other similar use in the Hart Zoning Ordinance is a boarding house, but the use proposed by Harbor House would not meet the specific use requirements to be processed in the same manner. Specifically, boarding houses require a private bathroom for each bedroom, which disqualifies most existing single-family homes.

Considerations

Except for certain state licensed residential facilities, most zoning ordinances place strict limitations on the number of un-related adults that may live in a single-family home. Zoning regulations intend to prevent overcrowding, parking problems, transient living, and frequent turnovers in residential neighborhoods. Land uses like dormitories, boarding houses, single-room occupancy buildings, and cooperative housing are commonly limited to apartment or multi-family zoning districts, as they share common characteristics and can result in similar impacts.

The proposed use is not commonly found in zoning ordinances. When a use of this nature is recognized, regulations are usually stricter than for single-family living. For instance, the use may be limited to certain areas or zoning districts and may have several use-specific requirements.

The Planning Commission should consider the proposed use from a City-wide perspective, and not with a singular focus on 315 South State Street.

1. Should the City encourage uses of this nature in residential areas?
2. Should the City restrict this use from interior residential local streets and neighborhoods?
3. What are the potential impacts that must be considered?
4. What other uses or organizations would be able to claim to be a similar use and allow for multiple unrelated adults in a similar arrangement? This is a concern because we cannot restrict the use to be administered by a non-profit organization.
5. Would the clustering of these uses be detrimental to neighborhoods?

Regulatory Framework

A framework for establishing any new use includes: defining the use(s), determining the appropriate zoning districts, designating the activity as a permitted or special land use, and establishing specific use requirements. A draft framework is presented below for consideration.

Definition

Independent Living Program Home: A single-family residence in which the occupants voluntarily receive supervision and mentoring. Programming and supervision are provided by a resident manager or operator of the home. An independent living program home is not a state licensed residential facility; halfway house; probation, parole, or sex offender home; or substance abuse rehabilitation home.

Zoning District

- A, Residential. Special land use? Permitted land use? Not permitted?
- A-1, Residential. Special land use? Permitted land use? Not permitted?
- A-2, Apartment. Special land use? Permitted land use? Not permitted?

Specific Use Requirements

- Street frontage requirement. Should this use be required to have frontage on a City arterial street (Main, State, Peach) and be prohibited on local streets?
- Separation. Should there be a minimum separation between independent living program homes, such as 500 feet?
- Parking. Should on-site parking be provided for all residents?
- Fire Code. Should establishment and occupancy be subject to a satisfactory Fire Department inspection?

Recommendation

The City is not legally obligated to allow for the use of single-family homes as group housing unless required by the Zoning Enabling Act. Additionally, the City is not excluding living arrangements that allow for the mentoring and supervision of young adults because residents within an apartment building, multiple-family residence, or boarding house could be associated with a similar program. Further, mentoring is not exclusive to residential land use.

The Planning Commission should give thoughtful consideration of the proposed use and the pros and cons of city-wide application. Additionally, the Planning Commission must determine if it is appropriate to accommodate this living arrangement in a single-family home, and if so, what restrictions or specific use requirements should apply.



Request To: City of Hart Planning Commission

Date: August 27, 2020 (September 3 Meeting)

From: Eva Kostal – The Harbor House of Hart

RE: Harbor House of Hart: Zoning Ordinance Amendment Request

As Founder/Director of The Harbor House of Hart ministry we have served needs in our community with excellence and integrity since our doors opened the summer of 2014. We are now desiring to continue meeting needs of young women in our community, in residence, in a new recognized/researched arena of need within the 18-24 year old age range. This age range will allow the young women to choose our unique support team so they can gain the skills and character growth needed for Independent Living.

It is our hope that the Planning Commission will consider a zoning ordinance text amendment to allow for the proposed use of the 315 S. State Street property as explained in the attached documents.

Respectfully Submitted,

Eva Kostal, Director
The Harbor House of Hart

Respectfully Submitted To: The Planning Commission Meeting: Sept, 3rd 2020

After meeting with David Jirousek and Lynne Ladner to discuss our transition with our program development, along with conversation/researching zoning classifications with Randy Miller (Building Inspector), the following classification seemed to fit for The Harbor House of Hart ministry.

Our living arrangements for future residents would fit well under these two headers in the **R4 Classification**; we were previously R3 because of our Foster Care License.

Congregate Care Facility

Reasoning; everyone will have their own room, but all main house living spaces will be shared (living room, kitchen, bathrooms, dining room) and responsibilities for caring for the residence will also be shared. All those residing at the HH will have the physical and mental capacity to evacuate on their own in case of an emergency. This is not a rental like a Boarding House, with no house responsibility or care for others. This is not just a roof over your head for a monthly rental fee.

Social Rehabilitation Facility

Reasoning; We will be an intentional program designed to transition young women at risk, needing housing and emotional/experiential gaps filled, so they can mature and develop as individuals towards Independent Living and find healing for their hearts. These young women will be serving our community (volunteering), working jobs and learning how to be contributing members of society. A team of responsible adults On-site and Off will daily mentor these young women. The Harbor House team will model positive/productive living, decision making, personal responsibility, healthy relationship, creative pursuit, communication skills...to name a few arenas of input.

Let me also restate;
We will have a minimal program fee of $250 a month per resident to cover their basic expenses (utilities, etc...), $50 of this will go into an account for their "next step" housing when they graduate from our program. The young women will also learn how to be financially responsible with their job earnings for future stability/opportunity. Providing them a safe/stable home will pave the way for this growth to happen in their lives. We have no paid staff, operating primarily with volunteers and donor funding as a non-profit.

Thank You,
Eva Kostal

The Harbor House of Hart
(231) 873-8916
www.theharborhouseofhart.org

Transitional Housing; (TLP) Transitional Living Program

Harbor House – Young women at-risk (18-24 years old). A mutually agreed upon program contract for young women to fully engage in moving forward in life with the support of an excellent team of volunteers, in-house and in the community.

Transitional housing programs play an important part in many communities as they aid people struggling to get back on their feet. Focus flexes according to community needs – homeless, runaway teens, At-risk youth, recently released prisoners, recovery from addictions, basically people in need of assistance to get their lives moving forward.

- Participants in TLP are given a place to reside while they find a job and develop the life skills required to live independently. The Harbor House will implement a very intentional program to build the capacity (maturity) needed in the young women we will serve so they can move forward and succeed in life
- Longer term than emergency shelters; estimate 6 months to a year for needed growth and residence term.
- Funding; Private foundations, government (Adult Voluntary Foster Care), grants, Individual donors, minimal monthly program fee by residents.
- Support of local residents and business owners; The Harbor House has a large Network of community support.
- The Harbor House encourages a good relationship between the young women that live with us and the community; volunteering (acts of service), being good employees, pursuing education (diploma, GED, vocational trng, college). Citizens that care and give back are foundational to a thriving community.
- We will set rules and procedures for our residents to adhere to if they want to remain part of our program. Each young woman will have a personalized plan that allows them to be self-sufficient. We will identify her strengths and weaknesses in regards to independent living. List each skill she needs to acquire before she is able to live on her own. Develop a plan to learn each skill, and assign a timeline/accountability to ensure she makes progress to her end goals.
- Life Skills Training; this will include instruction, education, counseling services if needed, assisting in finding a job and teaching the skills needed to keep a job.
- Plans for graduating from The Harbor House Journey; Each young woman will have a plan before leaving and be connected with local housing organizations to assist them in finding an independent place to live, she will also have a developed network of support for continuing moving life forward!

  We are committed to fully support and guide those we serve every step of the way on this essential journey toward Independent Living and Adulthood.

  Sincerely,
  Eva Kostal
  (Director Harbor House Ministry)

Respectfully Submitted To: Planning Commission Meeting: Sept, 3rd 2020

The Harbor House of Hart

Change from being a FC Home → to an → Independent Living Program (IL)

Foster Care (Licensed) ages 14-18 Independent Living Program ages 18-24

Who we served: Young women @ risk, providing a safe, stable, nurturing home environment. Supporting their schooling, job experience, volunteering, obtaining drivers license, future goals. Model/mentoring (parenting) in a supportive family dynamic.	**Who we will serve:** Young women @ risk, providing a safe, stable, nurturing home environment. Supporting their present and future goals; schooling, job experience, volunteering, drivers license, develop financial stability and the value of giving back to community/life. Modeling & mentoring dynamic in a supportive family network.
Number of residents = 4-6 With adult couple living in residence	**Number of program residents** = 4 With an adult couple living in apartment (manage and oversee household) along with an intern living in main house as resident support.
Stipend $ - from agency's or private family to cover room & board. Note: This helped with very basic operating costs, we are mainly supported through donor funding.	**Program fee $** - from agency's or private individual to simply cover room & board. Note: This will help with very basic operating costs, we are mainly supported through donor funding.
Placements; Primarily *Agency's *Eagle Village (residential), *DHHS (FC), *Step-Up (homeless, runaway), private families. *Agency's provided case managers	**Referrals;** Agency/private Eagle Village (residential), DHHS (Adult Voluntary FC), Step-Up (homeless advocate), private families *Agency's provide case managers
Placing Agency did all the case managing, filtering to us the young women that had higher potential to work w/Harbor House dynamic.	We will be interviewing and assessing each potential resident (background checks, references, etc...) to make an informed decision as to which young women have the potential to succeed in our program. Two specific requirements; desire and capacity (ability to grow).
Foster Care Licensed Young women (Minors, ages 14-17) placed with us, no choice on their part.	**Foster License not required** Young women (18+) choosing to partner with us and to grow forward in the IL program we will offer.
The Harbor House of Hart is a 501(c)3 non-profit organization We operate as a social service ministry established to effect positive change in the lives of those we serve in residence and to positively support our community.	
Facility: The standard of our facility is Foster Care compliant from a regulatory stand point (fire extinguishers, safety plans, egress, insurance, proper square footage per person, security system, etc...),also a very high standard for upkeep (appearance) and upgrades that meet building inspection criteria. Visibly beautiful grounds for our presence in town.	

"Thank you for assisting us as we move forward with our new program and continued service in our community!"

Eva Kostal
Director

www.theharborhouseofhart.org 315 S. State Street Hart, MI 49420 (231) 873-8916

Randy Miller; Building Inspector (Oceana County)
Information I received from Randy in regards to zoning classifications - Eva

SECTION 310
RESIDENTIAL GROUP R

310.1 Residential Group R-1 Residential Group R-1 includes among others, the use of a building or structure, or a portion thereof, for sleeping purposes when not classified as an Institutional Group I or when not regulated by the *International Residential Code.*

310.2 Definitions. The following terms are defined in Chapter 2:
BOARDING HOUSE.
CONGREGATE LIVING FACILITIES.
DORMITORY.
GROUP HOME.
GUEST ROOM.
LODGING HOUSE.
PERSONAL CARE SERVICE.
TRANSIENT.

310.3 Residential Group R-1. Residential Group R-1 occupancies containing *sleeping units* where the occupants are primarily *transient* in nature, including:
Boarding houses (transient) with more than 10 occupants
Congregate living facilities (transient) with more than 10 occupants
Hotels *(transient)*
Motels *(tronsient)*

310.4 Residential Group R-2. Residential Group R-2 occupancies containing *sleeping units* or more than two *dwelling units* where the occupants are primarily permanent in nature, including:
Apartment houses
Boarding houses (nontransient) with more than 16 occupants
Congregate living facilities (nontransient) with more than 16 occupants
Convents
Dormitories
Fraternities and sororities
Hotels (nontransient)
Live/work units
Monasteries
Motels (nontransient)
Vacation timeshare properties

310.5 Residential group R-3. Residential occupancies where the occupants are primarily permanent in nature and not classified as group R-1, R-2, or I, including any of the following: (a) Adult foster care family homes or adult foster care small group homes licensed per the adult foster care facility licensing act, 1979 PA 218, MCL 400.701 to 400.737, that provide accommodations for 6 or fewer persons receiving care.

Note: *This was our previous category (R-3) because of our Foster Care License*
**There were more points under this category but not added to my email*

310.6 Residential Group R-4. Residential Group R-4 occupancy shall include buildings, structures or portions thereof for more than five but no more than 16 persons, excluding staff, who reside on a 24 hour basis in a supervised residential environment and receive (custodial care). Buildings of R-4 shall be classified as one of the occupancy conditions specified in section 310.6.1 or 310.6.2. This group shall include, but not be limited to, the following:

Alcohol and drug centers,
Assisted living facilities,
Congregate care facilities,
(Group homes),
Halfway houses,
Residential board and care facilities,
Social rehab facilities.

Group R-4 occupancies shall meet the requirements for construction as defined for group R-3, except as otherwise provided for in this code.

Note: *We were previously classified R-3, so we would meet building requirements*

310.6.1 Condition 1. This occupancy condition shall include buildings in which all persons receiving custodial care, without any assistance, are capable of responding to an emergency situation to complete building evacuation.

Note: *Young women residing at The Harbor House will meet this requirement for unassisted evacuation in an emergency. They will have mentoring/supervisory staff that live on sight... 1. A couple in apartment 2. A young woman who has social work background living in the main house as a resident advisor. This is an Independent Living program, with the young women fully capable of caring for their needs.*

310.6.2 Condition 2. This occupancy condition shall include buildings in which there are any persons receiving custodial care require limited verbal or physical assistance while responding to an emergency situation to complete building evacuation.

Note: *The definition of "Custodial Care" is not applicable to our ministry model:*
Custodial care is non-medical **care** that helps individuals with their daily basic **care**, such as eating and bathing. **Custodial care** for an individual is generally recommended by authorized medical personnel, but providers of **custodial care** are not required to be medical professionals.