City of Hart, Michigan

PLANNING COMMISSION

November 7, 2019

AGENDA

City Hall, 407 State Street, Hart, MI 49420

4:00 PM

1. Call to order / roll call: Cunningham, LaPorte, Martin, Root, Splane, Wittman
2. Approval of agenda
3. Approval of minutes of October 3, 2019 Commission meeting
4. Public comments
5. Public Hearing
    a. Sign Ordinance Amendments
6. Action Items:
    a. Consider recommending to Council Ordinance to Amend the Sign Ordinance
    b. Review and consider recommending final Site Plan approval for Parcel No. 020-313-002-00 on Oceana Drive for Adams Heating and Cooling
7. Discussion Item
    a. Downtown Planning Summary
    b. RRC Quarterly Report
    c. ORV and Golf Cart permissions
8. Other business and communications from Commission members
9. Adjourn – next regular meeting December 5, 2019

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.

City of Hart

407 S. State St.
Hart, MI 49420
Planning Commission
Thursday, October 3rd, 2019
Minutes

MEMBERS PRESENT: Betty Root, Jim Cunningham, Gale Goldberg, Diane LaPorte, Rob Splane, Peggy Wittman, and Al Martin.
ABSENT: NONE
OTHERS PRESENT: David Jirousek (Horizon Community), Lynne Ladner (City Manager), Ron Laporte (Mayor) and Karla Swihart (Dep. Clerk)

Chairman B. Root called the meeting to order at 4 pm.

A motion was made by D. LaPorte to approve the agenda and supported by A. Martin.
All ayes. Absent 0. The motion carried.

A Motion to adopt the minutes from May 16th meeting as presented by J. Cummingham and supported by R. Splane. Ayes 5 Nays 1 (Wittman) Absent 0. The motion carried.

PUBLIC COMMENTS, CORRESPONDENCE, EVENTS, PRESENTATIONS:

- No Public comments.

PUBLIC HEARING:

- Public Hearing – Repeal Registered Primary Caregiver.
    - The Public hearing was opened at 4:04 pm by Chairman B. Root
    - No Public comment.

A motion was made by A. Martin to close the public hearing 4:05 pm and supported by R. Splane.
All ayes Absent 0. The motion carried.

ACTION ITEMS:

- Consider recommending to Council Ordinance to Repeal Registered Primary Caregiver Regulations Section 1243.27

A motion was made by J. Cummingham to send, "Ordinance to Repeal Registered Primary Caregiver Regulations Section 1243.27", to the council, and supported by D. Laporte.
Ayes 5 Nays 1 (Martin) Absent 0. The motion carried.

- Consider recommending to Council, City of Hart Marketing and Branding Strategy.

A motion was made by A. Martin to send the "City of Hart Marketing and Branding Strategy" to the council and supported by R. Splane.
Ayes 6 Nays 0 Absent 0. The motion carried.

DISCUSSION ITEMS:

- Consider adding language to draft sign ordinance language to allow window signs in the Business and Commerical Districts.

Will conduct a Public Hearing the next Planning Commission Meeting.

OTHER BUSINESS:

- City Manager, L. Ladner, handed out information on Parliamentary Procedure. She has not had luck having someone come in and do training on open meetings. She suggested that we do a Parliamentary update as a standing practice on the agenda. Lynne and David can work on specific things, pick a topic and go over it with the board and make sure everybody is comfortable and feels good about understanding Parliamentary Procedure behind it. It shouldn't take more than 3-5 mins.
- D. Laporte asked how our Redevelopment Ready program is going. D. Jirouske touched base on where The City is at and said we are at the end. There are a few remaining steps to touch on and should be wrapped up soon.

ADJOURN:

A motion was made by A. Martin to adjourn the meeting and supported by R. Splane. All ayes Absent 0. the motion was carried, and the meeting was adjourned at 4:44 pm

The next scheduled meeting is on November 7th at 4 pm.

Memorandum

To:	**City of Hart Planning Commission**
Date:	**November 6, 2019 (November 7 Meeting)**
From:	**David M. Jirousek, AICP – Horizon Community Planning**
RE:	**Sign Chapter Update**

Overview

The proposed zoning text amendments include the following general revisions. Please note that items highlighted/underlined in the ordinance text have be revised since the public hearing draft became available in early October.

1. Deleted/revised content-based definitions (1259.02) and edited the definitions of governmental flag and projecting sign.
2. Deleted/revised content-based regulation throughout Chapter 1259.
3. Added sandwich board sign regulation per voter-initiated effort (1259.03 h).
4. Added a framework for "standardized" temporary yard sign regulation (1259.03 i).
5. Added electronic display regulation per voter-initiated effort (1259.05 i).
6. Added window signs to commercial zoning districts (1259.05 j).
7. Added window signs to industrial zoning districts (1259.06 c).
8. Listed temporary yard signs and window signs as sign types that do not require permits (1259.11 a).
9. Included minor clerical edits.

Temporary Sign Setback

Concern was expressed regarding the 10-foot setback proposed for temporary yard signs. The setback is measured 10 feet from the right-of-way and all property lines to shift temporary yard signs away from sidewalks, roads, and adjacent properties. Since there is already a clear sight triangle requirement in Section 1259.07 (g), Corner Clearance and Visibility, traffic safety concerns are currently addressed in the existing ordinance. The proposed 10-foot setback is primarily for aesthetic purposes and to maintain a reasonable separation from neighboring property. The Planning Commission may wish to discuss the proposed setback requirement.

CITY OF HART
ORDINANCE NO. _____
ZONING ORDINANCE TEXT AMENDMENT- CHAPTER 1259 SIGNS

At a regular meeting of the Hart City Council held at City Hall on the _____ day of _____, 2019, at _____ p.m.

PRESENT: _____

ABSENT: _____

The following ordinance was offered by _____ and supported by _____:

THE CITY OF HART, COUNTY OF OCEANA, STATE OF MICHIGAN ORDAINS:

ZONING ORDINANCE TEXT AMENDMENT- CHAPTER 1259 SIGNS

Section 1. Chapter 1259 Signs. Chapter 1259 is amended in its entirety, to read as follows:

CHAPTER 1259
Signs

1259.01 Purpose.
1259.02 Definitions.
1259.03 Signs permitted in all districts.
1259.04 Residential districts.
1259.05 Commercial districts.
1259.06 Industrial districts.
1259.07 Design, construction and location standards.
1259.08 Portable or movable signs.
1259.09 Measurement of signs.
1259.10 Nonconforming signs and signs accessory to nonconforming signs.
1259.11 Sign permits.

1259.01 PURPOSE.

The purpose of this chapter is to provide a framework within which the identification and informational needs of business and industry can be harmonized with the desires and aesthetic standards of the general public. It is intended through the provisions contained in this chapter to give recognition to the legitimate needs of business, industry, and other activities in attaining their identification and informational objectives. Unrestricted signage does not benefit either the private sector or the community at large.

1259.02 DEFINITIONS.

The following words shall have the meanings as set forth below.

(a) "Banner" means a piece of cloth, plastic, or similar material, generally of a long rectangular shape affixed at both ends.

(b) “Community special event sign" means a portable sign which is erected for a limited time that is sponsored by a governmental agency, school or other group which is non-profit and whose purpose is charitable, philanthropic, religious or benevolent.

(c) "Flag" means a piece of cloth or bunting of a square or short rectangular shape affixed at one end.

(d) "Free standing sign" means a sign which is not attached to any other structure.

(e) “Ground sign” means a type of freestanding sign in which the entire bottom is in contact with the ground or is very close to the ground, such as on a constructed foundation or a brick or block base.

(f) “Governmental flag” means a flag bearing the name, logo, or other official design of a nation, state, municipality, nonprofit institution, or nonprofit organization.

(g) “Illuminated sign” means a sign that provides artificial light directly or indirectly from a source of light.

(h) “Institutional bulletin board” means a bulletin board established by a non-profit agency, church, public agency, city, township, county, state, or federal government.

(i) “Marquee sign” means a sign attached to a marquee, canopy, or awning projecting from and supported by a building, above sidewalk level.

(j) “Monument sign.” See “ground sign.”

(k) “Pole sign” is a type of free standing sign mounted on or more poles, posts or pylons, other than a constructed foundation or base, so that the bottom edge of the sign face is elevated above the average grade.

(l) “Portable sign” means a free standing structure not permanently anchored or secured to either a building or the ground, capable of being moved from place to place.

(m) “Projecting sign” means a double-faced sign attached to a building or wall that extends in a perpendicular manner more than 12 inches, but not more than 48 inches from the face of the wall or building.

(n) “Sandwich board sign” means a temporary sign structure placed on the ground that consists of two (2) back-to-back sign faces that are hinged together at the top and separated at the base a sufficient distance to solidly support the structure in an upright position.

(o) “Temporary yard sign” means a sign that is not permanently affixed to the ground and is of a design and construction that is not intended to be of a permanent nature.

(p) “Wall sign” means a sign attached directly to or painted upon a building parallel to the building wall.

(q) “Window sign” means copy or emblems that are painted or otherwise attached to the window surface.

(r) “Electronic display sign” means a sign or portion of a sign with a fixed or changing display composed of a series of lights that may be changed in color or intensity through electronic means.

1259.03 SIGNS PERMITTED IN ALL DISTRICTS.

The following signs shall be permitted in all districts without requiring a building or sign permit, subject to the requirements stated below.

(a) Wall signs on homes and buildings not exceeding four square feet in surface display area.

(b) Governmental flags.

(c) Traffic or other municipal signs and notices. Private traffic control signs which conform to the Michigan Manual of Uniform Traffic Control Devices.

(d) Institutional bulletin boards not exceeding thirty-two square feet in surface display area.

(e) Park, playground, and other governmental signs.

(f) Community special event signs are permitted in any district, subject to the following restrictions:

(1) One community special event sign located on the lot on which the special event is held. Up to two such signs however may be located off the premises.

(2) The display of such signs shall be limited to the fourteen days immediately preceding the special event which is being advertised.

(2) Such signs shall have a maximum size of thirty-two square feet in area, and a maximum height above ground level of six feet and shall be set back from any side or rear property line a minimum of fifteen feet. The front setback shall be as required for signs in the district in which the sign is to be located.

(4) Such signs shall be removed within forty-eight hours of the conclusion of the special event which is being advertised.

(g) One temporary sign not exceeding thirty-two square feet in surface display area per subdivision development, which shall be removed upon the sale of ninety percent of the lots in the development.

(h) Sandwich board signs: Placement and size to be determined as to not impede traffic, right of way, or vision of traffic.

(i) Temporary yard signs.

(1) Maximum number. Two per lot or parcel. However, within a timeframe from thirty days prior to an election to three days after, there is no restriction on the number of temporary yard signs. During this timeframe, the maximum size of each temporary yard sign is thirty-two square feet and the maximum height is six feet. Signs related to elections are prohibited within one-hundred feet of an entrance to a polling place.

(2) Maximum size. Twelve square feet total for all signs.

(3) Maximum Height. Four feet.

(4) Minimum Setback. Ten feet.

(5) Illumination. Not permitted.

(6) Per Section 1259.07 (c), temporary yard signs are prohibited in public right-of-way.

1259.04 RESIDENTIAL DISTRICTS.

Any sign not expressly permitted is prohibited.

(a) One non-illuminated wall sign identifying a home occupation not exceeding four square feet in surface display area.

(b) One permanent development entry sign, not exceeding thirty-two square feet in surface display area, limited to the name of the development or developer, providing the sign is harmonious in appearance with the existing and intended character of the general vicinity and within the community as a whole.

(c) One wall sign placed on the main building of the apartment development. Such sign shall not exceed thirty-two square feet in surface display area and may be illuminated.

(d) For permitted uses other than dwellings, one ground sign per parcel not exceeding thirty-two square feet and eight feet in height. Such sign shall be setback at least five feet from the edge of the right-of-way line.

1259.05 COMMERCIAL DISTRICTS.

Any sign not expressly permitted is prohibited.

(a) One free standing sign per parcel, unless otherwise stated, subject to the following standards:

(1) Pole sign not exceeding 64 square feet in sign face surface display area. Pole signs shall be located in the front yard. The leading edge of the sign may be placed at the right of way line. The bottom of such signs shall be at least eight feet from the average grade with the top of the sign no higher than 20 feet. This sign may be illuminated.

(2) Ground sign not exceeding 48 square feet in sign face surface display area. Ground signs shall be located in the front yard. The sign and base setback is ten feet from any lot line. The top of the sign shall be no higher than six feet above the average grade. This sign may be illuminated. A second ground sign subject to the same standards is allowed on corner lots, but signs shall be located on separate road frontages. Along Polk Road, ground signs are limited to 90 square feet in sign face surface area and a height no higher than ten feet above the average grade.

(b) Wall signs shall not exceed twenty percent of the building face to which it is attached. Such signs shall not extend more than six inches from the building surface and shall not extend above the cornice or roof line. Wall signs shall be placed only upon the principal building and shall face public streets or parking areas which are on the same premises. These signs may be illuminated.

(c) One temporary banner per building not exceeding sixteen square feet in surface display area.

(d) One flag per lot not to exceed thirty square feet in surface display area. When displayed, such flags shall be affixed to a building or placed in the ground in a permanent mounting. Flags shall be located in a manner that does not interfere with the safe use and operation of motor vehicles or in pedestrian use of public areas, nor create a nuisance to the general public in any way. Advertising flags under this section do not require a sign permit.

(e) One marquee sign per marquee not exceeding twenty percent of the marquee surface to which it is attached. These signs may be illuminated.

(f) One projecting sign per building with the surface display area not exceeding one and one-half square feet for each lineal foot of building frontage up to a maximum of sixty-four square feet. Projecting signs shall be attached directly to a building by means of building mounts or from a mast arm. Projecting signs must project at a ninety degree angle to the building surface to which it is attached and shall not project above the cornice or roof line. The lowest point of a projecting sign, including guy wires and metal framework shall not be less than ten feet above the ground level. Projecting signs shall not extend beyond the minimum required setback line or into and over a public right-of-way, except for projecting signs in the B-2 Zone.

(g) A gasoline service station may, in addition to the above, have one, two-sided, on- premise sign indicating price and grade of fuel not exceeding thirty-two square feet in surface display area. Directional signs over individual doors or bays not exceeding three square feet per sign are also permitted. Customary lettering, insignias or symbols which are a permanent or structural part of the gasoline pump shall also be allowed.

(h) One parking lot directional sign at each point of ingress or egress for the enterprise it is intended to serve. Each sign shall not exceed four square feet in surface display area.

(i) One, double or single sided, on premise electronic display sign in all business and commercial areas.

(j) Window signs shall be permitted.

1259.06 INDUSTRIAL DISTRICTS.

Any sign not expressly permitted is prohibited.

(a) Signs in the D-1 Zone shall be subject to the following regulations:

(1) One free standing sign per parcel, unless otherwise stated, subject to the following standards:

A. Pole sign not exceeding 200 square feet in sign face surface display area. Such signs shall be located in the front yard with the leading edge of the sign at least 20 feet back of the right of way line. The bottom of such sign shall not be any lower than two feet nor any higher than ten feet from ground level. This sign may be illuminated.

B. Ground sign not exceeding 48 square feet in sign face surface display area. Ground signs shall be located in the front yard. The sign and base setback is ten feet from any lot line. The top of the sign shall be no higher than six feet above the average grade. This sign may be illuminated. A second ground sign subject to the same standards is allowed on corner lots, but signs shall be located on separate frontages.

(2) One wall sign per building face, not exceeding two per building, with the surface display area not exceeding twenty percent of the building face to which it is attached. Such signs shall not extend more than six inches from the building surface and shall not extend above the cornice or roof line. Wall signs shall be placed only upon the main building and may only face public streets or parking areas which are on the same premises. These signs may be illuminated.

(3) One marquee sign per marquee not exceeding twenty percent of the marquee surface to which it is attached. These signs may be illuminated.

(4) One directional parking lot sign at each point of ingress or egress shall be permitted for the enterprise it is intended to serve. Surface display area, per sign, shall not exceed four square feet.

(5) One free standing sign identifying the development near the entrance to an industrial complex. Such signs shall not exceed 200 square feet in surface display area. The bottom of these signs shall not be any higher than two feet nor any higher than ten feet from ground level and shall be a minimum of twenty feet from any street right-of-way.

(b) Signs in the D-2 Zone shall be subject to the following regulations:

(1) Freestanding signs shall be setback a minimum of fifteen feet from the front lot line and shall not exceed thirty square feet in area or four feet in height.

(2) Signs attached to the building shall be attached flat to the building and shall not exceed 100 square feet in area.

(c) Window signs shall be permitted.

1259.07 DESIGN, CONSTRUCTION AND LOCATION STANDARDS.

(a) All signs shall be properly maintained and shall not be allowed to become unsightly through disrepair or as a result of the effects of the weather.

(b) Signs may be internally or externally illuminated. The source of the light shall be enclosed and directed to prevent the source of light from shining directly or indirectly onto traffic or adjacent or nearby properties.

(c) Signs shall not be placed in, upon or over any public right-of-way, alley, or other place, except as may be otherwise permitted by the City or Michigan Department of Transportation.

(d) A sign shall not be erected in any place where it may, by reason of its position, shape,

color, or other characteristics, interfere with, obstruct the view of, or be confused with any authorized traffic sign, signal, or device, or constitute a nuisance.

(e) A sign shall not contain any moving or animated parts except for barber poles.

(f) A sign and its supporting mechanism shall not extend beyond any lot lines of the property on which it is located.

(g) Corner clearance and visibility.

(1) Signs shall not be erected, established or maintained on a corner lot that will obstruct the view of a driver in a vehicle approaching the intersection.

(2) At a street intersection, an unobstructed corner shall mean the triangle formed by a line connecting two points, located on the intersecting right-of-way lines, measured 25 feet from their point of intersection.

(3) At a driveway/street intersection, a sign shall not be erected, established or maintained where it will obstruct vision between a height of three and ten feet within a triangle formed by the intersection of the right-of-way line and a driveway. This triangle is defined by a line connecting two points, one located on the right-of-way line and the other on the edge of the driveway. The two points shall be located 15 feet from the intersection point of the right-of-way line and the edge of the driveway.

1259.08 PORTABLE OR MOVABLE SIGNS.

Any sign, excluding those specifically provided for, not permanently anchored or secured to either a building or the ground, including but not limited to "A" frame, "T" frame, inverted "T" frame, or those mounted on wheeled trailers shall be prohibited.

1259.09 MEASUREMENT OF SIGNS.

(a) The area of a sign shall be measured as the area within a single, continuous perimeter composed of any straight line geometric figure which encloses the extreme limits of writing, representation, emblem, logo, or any other figure of similar character, together with any frame of other material or color forming an integral part of the display or used to differentiate the sign from the background against which it is placed, excluding only the pedestal, poles or other structure necessary to support the sign.

(b) The area of a freestanding or projecting sign that has two or more faces shall be measured by including the area of all sign faces, except if two such faces are placed back-to-back and are of equal size, and are no more than two feet apart at any point the area of the two back-to-back faces shall be counted as one face. If the two back-to-back faces are of unequal size, the larger of the two sign faces shall be counted as the one face.

(c) The height of a sign shall be measured as the vertical distance from the highest point of the sign to the finished grade of the ground immediately beneath the sign excluding any artificially constructed earthen berms.

1259.10 NONCONFORMING SIGNS AND SIGNS ACCESSORY TO NONCONFORMING USES.

(a) Every legal permanent sign which does not conform to the height, size, area or location requirements of this chapter as of the date of the adoption of this chapter, is hereby deemed to be nonconforming.

(b) Nonconforming signs may not be altered, expanded, enlarged, or extended; however, nonconforming signs may be maintained, repaired and restored so as to continue the useful life

of the sign.

(c) For the purposes of this chapter, a nonconforming sign may be diminished in size or dimension or the copy of the sign amended or changed without jeopardizing its status as a legal nonconforming sign.

(d) If a nonconforming sign is damaged or destroyed by fire, explosion, flood, wind or other calamity, the sign may be restored to the condition exactly as it existed immediately prior to the damage or destruction, unless the estimated cost of restoration or replacement exceeds fifty percent of the appraised replacement cost of the entire sign prior to the loss, as determined by the City. If the estimated cost of restoration or replacement exceeds fifty percent of that appraised replacement cost, the right to continue using the nonconforming sign shall thereupon terminate and the sign shall be brought into full compliance with all applicable provisions and requirements of this chapter prior to further use.

1259.11 SIGN PERMITS.

(a) No sign shall be erected, replaced, altered, enlarged, illuminated, changed in purpose, or relocated without first obtaining a sign permit. Permits shall not be required for signs specifically exempted, temporary yard signs, window signs, banners, and the copy of changeable letter signs. Signs exceeding thirty-two square feet in surface display area shall require a building permit prior to erection. An electrical permit shall be required for any sign utilizing electricity.

(b) An application for a sign permit shall be made through the City Clerk by submission of a form provided by the City. The application can be made by the owner of the property or by any other interested party with the owner's consent.

(c) The Zoning Administrator shall review all sign permit applications and issue permits only for those applications fully meeting ordinance requirements. The Zoning Administrator shall, absent extenuating circumstances, render a decision within five full working days of receipt of a completed application submittal.

Section 2. Effective Date. This Ordinance shall be effective seven (7) days after the publication of a summary of its provisions in a local newspaper of general circulation in the City of Hart.

AYES:_____
NAYS:_____

ORDINANCE DECLARED ADOPTED.

_____
Cheryl Rabe
City Clerk

I hereby certify that the foregoing is a true and complete copy of an Ordinance adopted by the Hart City Council at a regular meeting held on the date first stated above, and I further certify that public notice of such meeting was given as provided by law.

_____
Cheryl Rabe
City Clerk

Memorandum

To:	**City of Hart Planning Commission**
Date:	**November 5, 2019 (November 7 Meeting)**
From:	**David M. Jirousek, AICP – Horizon Community Planning**
RE:	**Adams Heating & Cooling, Oceana Drive: Site Plan Review**

Overview

The applicant requests approval of a site plan for a heating and cooling company (#64-020-313-002-00). The parcel is zoned Limited Commercial (C-2). Approval of this application would authorize the following site improvements:

- 6,000 square foot building site.
- 16 parking spaces and driveway access.



Checklist Review

Site plans shall contain the information required in Section 1258.05 of the Zoning Ordinance, Site Plan Review. The Planning Commission may waive requirements for a site plan if it is determined they do not apply to the property or use in question. The following items remain outstanding:

- Professional seal of the preparer must be affixed;
- Location and size of all existing and proposed water, sanitary, and storm water sewer lines including fire hydrants and catch basins;
- Location of any utility easements;
- Location, type and size of any walls, fences or other screening materials;
- Location, type, and size of all proposed landscape materials;

- Roof top and outdoor equipment should be indicated;
- Exterior lighting showing area of illumination, type of fixture, and method of shielding from adjacent properties and roadways;
- Location and type of known significant existing vegetation, water courses, and water bodies including county drains and man-made surface drainage ways, flood plains, and wetlands;
- Location and specifications of existing or proposed chemical, salt, flammable material, or hazardous material storage facilities and containment structures;
- Pavement cross-section drawings;
- Dumpster location and screening, if applicable;
- Sign location.

General Comments

1. *Parking Lot Landscaping (Section 1243.22)*. A landscaping plan was not provided. All parking areas more than 5,000 square feet in area 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. The parking lot is over 10,000 square feet; however, existing vegetation around the parking lot may satisfy this requirement if preserved.

2. *C-2 Requirements (Chapter 1251)*.

    a. Minimum lot area and width - One acre and 200 feet of lot width.

    Complies. The lot conforms to C-2 district requirements.

    b. Minimum required building setbacks.
        i. Front yard - 50 feet.
        ii. Side and rear yard - 25 feet except where a C-2 property abuts a residentially zoned lot, then the minimum setback shall not be less than 50 feet.

    Complies, but labeled incorrectly. Setbacks on N&A site plan (sheet 1 of 5) are labeled incorrectly, and the zoning designation is incorrect. For this parcel, C-2 zoning requires the following setbacks: 50 feet front, 25 feet south side, 25 feet north side, and 50 feet rear.

    c. Maximum lot coverage - 40 percent.

    Unknown, but complies. The lot coverage is not indicated, but coverage appears to be far below 40 percent. Lot coverage should be added to the plan.

    d. Maximum building height - 35 feet.

    Unknown. Building height is not indicated on the building elevation plans. However, it appears to be compliant.

e. Landscaping - Wherever a C-2 Zone abuts an existing residential zone, landscaping shall be provided as required by Section 1243.22.

   Complies. Aerials indicate that the site is heavily wooded. Existing trees and vegetation should satisfy the rear buffering requirement of 1243.22 (b).

   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, topographical 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- Section 1243.22 (e).

f. Dumpsters shall not be located within the front yard and shall be screened as required by Section 1258.07(l).

   Unknown. It is unknown if a dumpster will be located on the site.

3. *Signs (Chapter 1259)*. Sign information was not provided. However, future signs can be approved administratively.

4. *Parking (Chapter 1260)*. Sufficient parking is provided. Parking and drive aisle dimensions are compliant.

5. *Lighting (Section 1258.07 k)*. Exterior lighting shall be arranged so that illumination is deflected away from adjacent properties and so that it does not interfere with the vision of the motorist along adjacent streets. Parking lot and building lighting plans and fixture specifications should be provided for review.

6. *Stormwater and Grading*. It is unclear if the grading and stormwater plan was prepared by a licensed engineer. The overall stormwater management plan is incomplete (calculations, roof drain info, pipe sizes, invert elevations, and indication of parking lot drainage direction). While the Zoning Ordinance does not include technical stormwater requirements, it does require plans to indicate the direction of storm water drainage and how storm water runoff will be managed.

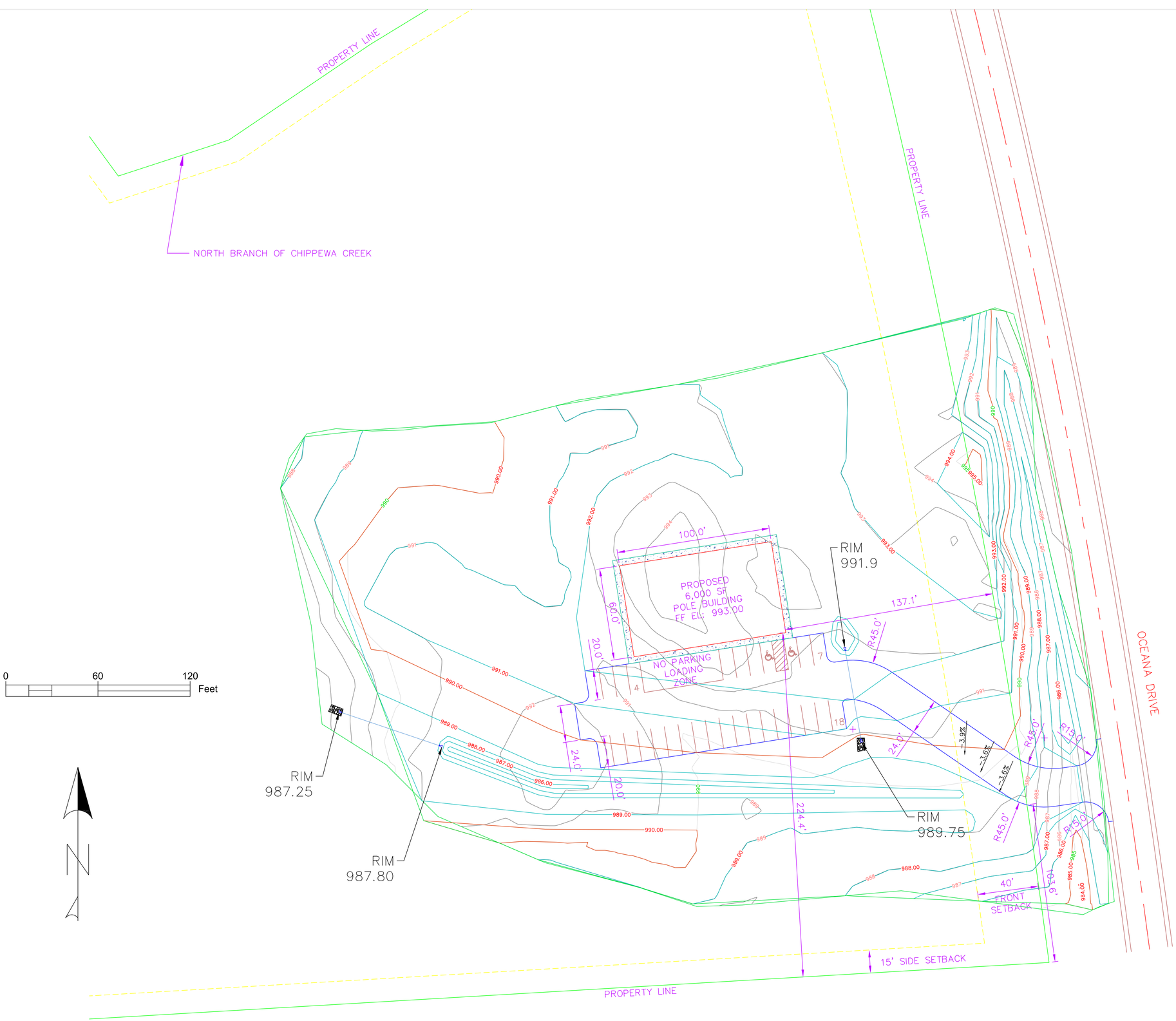
7. *Additional Reviews*. The applicant should secure approvals from the Fire Department, Drain Commission, and all applicable Department Superintendents.

Recommendation

If the Planning Commission is comfortable with conditional approval, the following conditions are recommended:

1. Provide outstanding checklist items.
2. Demonstrate compliance with parking lot landscaping requirements.
3. Revise site notes to reference C-2 zoning, C-2 setbacks, building height, and lot coverage.
4. Provide compliant dumpster location and screening details, if applicable.
5. Provide parking lot and site lighting information and fixture specification sheets.
6. Finalize the stormwater plan by including missing information.
7. Secure approvals from the Fire Department, Oceana County Drain Commission, and all applicable Department Superintendents.

ADAMS HEATING & COOLING
HVAC SERVICE BUILDING
SITE LAYOUT



SHEET 1

SITE LAYOUT

PROPOSED
CONFIGURATION

PROPERTY LINE

NORTH BRANCH OF CHIPPEWA CREEK

PROPERTY LINE

OCEANA DRIVE

40'
FRONT
SETBACK

15' SIDE SETBACK

PROPERTY LINE

0 60 120
Feet

N

ADAMS
HVAC SERVICE BUILDING
SITE LAYOUT

SHEET 1

SITE LAYOUT

EXISTING
CONFIGURATION

Home
» Create new Application
» My Applications / Permits
Search
» Application/ Permit
Application
» View/Edit
» Attachments - View/Add
» Fees/ Payments
» Resubmit
» Remarks/Contact MDOT
Permit
» Permit Package
» Amendments
» Extensions
» Advance Notices
» Completion Notices
» Remarks
Reference
» Links

Applicant Name: AHC PROPERTIES LLC
Application Type: Individual Application
Permit Package

Application Ref. Number: 60909
Permit Number: 64812-060909-19-071619

Application Status: Approved
Permit Status: Issued

Permit

Standard Attachments

Special Conditions For Underground Construction 220SC
General Conditions for Permit General Conditions
Typical Driveway Profile And Highway Frontage Permit Attachment PA-07

Additional Attachments

oceana dr site plan.jpg
ADAMS_DESIGN_05062019 PROPOSED (1).pdf
ADAMS_DESIGN_05062019 EXISTING pdf.pdf
certificate of agency.jpg
certificate of liability insurance.jpg
permit performance bond.jpg
PA-04 Commercial Driveway.pdf
PERMIT CONDITIONS - Commercial Driveways 60909.pdf
Muskegon Additional Conditions 2019.pdf
m0020a - Taper Lengths.pdf
M0130a-mod.pdf

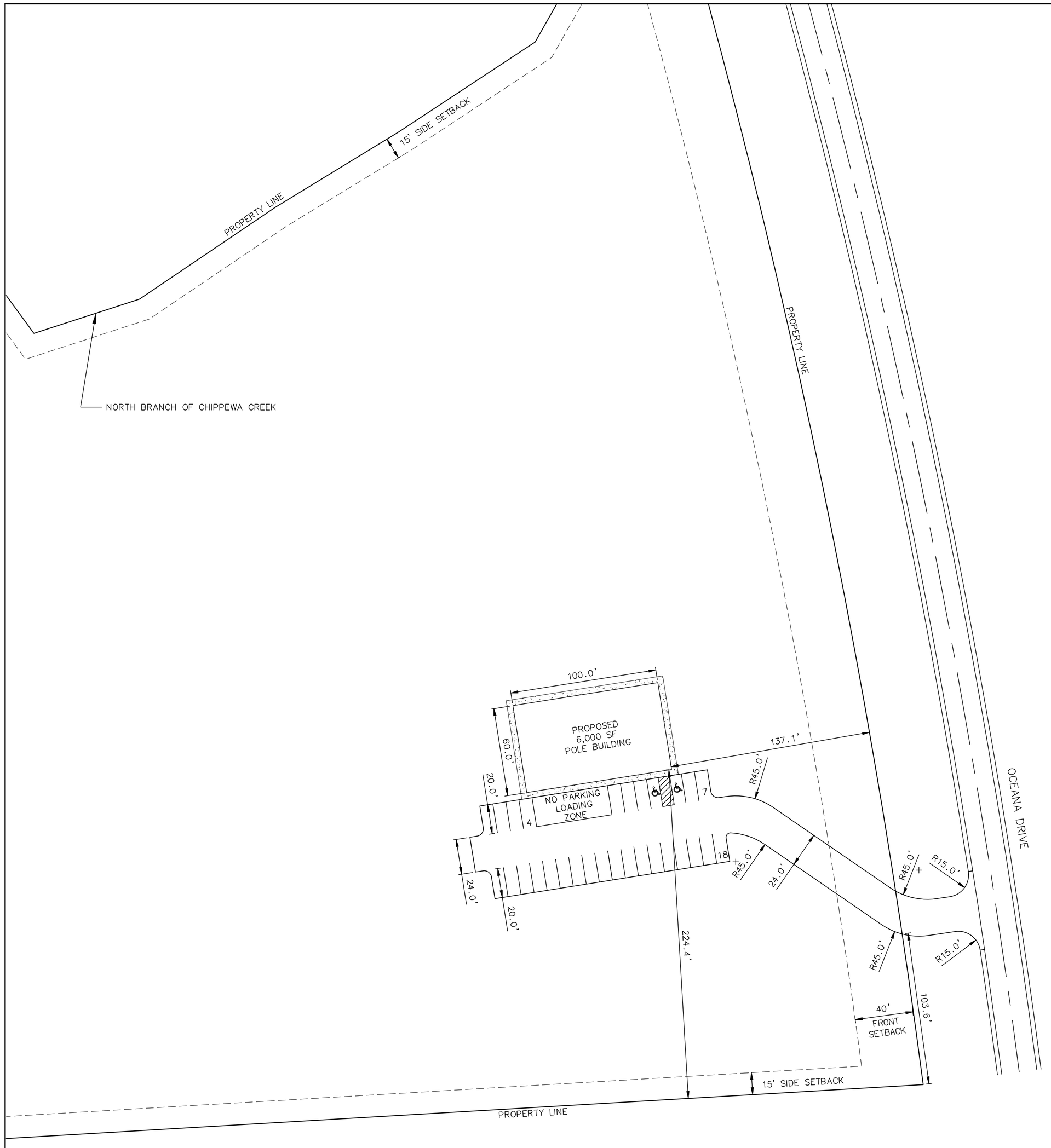
Special Conditions

The Department of Transportation does not, by issuance of this permit, assume any liability claims or maintenance costs resulting from the **commercial driveway** facility placed by this permit. The Department reserves the right to require removal of all or any portion of this facility as needed for highway maintenance or construction purposes without replacement or reimbursement of any costs incurred by the permitted or other party. The permitted will defend, indemnify and hold harmless the Department for any claims whatsoever resulting from the construction or the removal of the authorized by this permit.

All disturbed areas within the right of way shall be top-soiled, seeded and mulched to match existing areas per current MDOT standards and specifications.

Special Condition 4 **No interference with traffic at any time. Must contact Mike Brege at MDOT 231-750-5265 24 hours prior to concrete placement for inspection.**

Copyright© 2008 - 2011 State of Michigan



SITE ACCESSIBILITY DETAIL NOTES:

1. REFER TO THE SITE PLAN FOR EXACT LOCATION OF BARRIER FREE PARKING, WALKWAYS AND RAMPS.

2. ALL WALKWAYS, RAMPS AND BARRIER FREE PARKING SIGNANGE, ETC. SHALL MEET APPROVED "AMERICANS WITH DISABILITIES ACT" (ADA) STANDARDS AND LOCAL ACCESSIBILITY CODE.

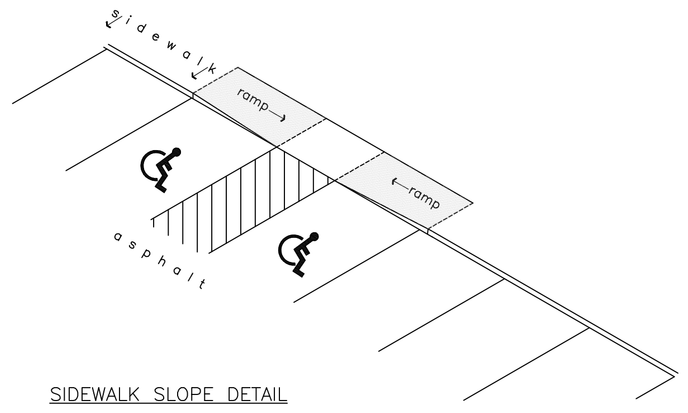
3. ONE OUT OF EVERY EIGHT (8) ACCESSIBLE PARKING SPACES, BUT NOT LESS THAN, IS REQUIRED TO BE VAN ACCESSIBLE.

4. FINISHED GRADES OF PAVEMENT IN BARRIER FREE PARKING & ACCESSIBILITY AISLE SHALL NOT EXCEED 1:50 (2%) SLOPE IN ANY DIRECTION.

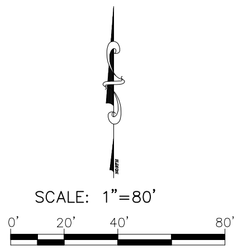
5. ALL CONCRETE ACCESSIBLE RAMP SURFACES SHALL HAVE TRUNCATED DOMES PER ADA STANDARDS AND LOCAL ACCESSIBILITY CODE.

6. ALL CONCRETE ACCESSIBLE RAMPS SHALL BE COLOR IMPREGNATED TO PROVIDE VISUAL CONTRAST (DARK TO LIGHT) WITH ADJACENT CONCRETE SURFACES.

7. THE MATERIAL USED TO PROVIDE COLOR CONTRAST IS CONCRETE ACCESSIBLE RAMPLS SHALL BE AN INTEGRAL PART OF THE CONCRETE AND SHALL NOT BE PAINTED ON OR CAPABLE OF FADING OR WEARING OFF.



SIDEWALK SLOPE DETAIL



TAX ID NO. = 64-020-313-002-00

LEGAL DESCRIPTION

THAT PART OF BLOCK 113 OF PLAT "A" OF THE STANDARD MAP OF THE VILLAGE (NOW CITY) OF HART, OCEANA COUNTY, MICHIGAN, ACCORDING TO THE RECORDED PLAT THEREOF, LYING SOUTHERLY OF THE NORTH BRANCH OF THE CHIPPEWA CREEK, EXCEPT THAT PART LYING WEST OF THE WEST LINE OF RIDGE STREET IN GURNEY'S ADDITION, ACCORDING TO THE RECORDED PLAT THEREOF, IF PROJECTED SOUTHERLY AND LYING NORTH OF THE NORTH LINE OF BLOCK 112, IF PROJECTED EASTERLY.

AND ALSO, THAT PART OF BLOCK 114 OF PLAT "A" OF THE STANDARD MAP OF THE VILLAGE (NOW CITY) OF HART, OCEANA COUNTY, MICHIGAN, ACCORDING TO THE RECORDED PLAT THEREOF, LYING SOUTH OF THE NORTH BRANCH OF CHIPPEWA CREEK AND LYING WESTERLY OF THE WEST RIGHT OF LINE OF OCEANA DRIVE (FORMER HIGHWAY US-31).

PROPERTY CONTAINS 15 ACRES +/-

APPLICANT = ADAMS HEATING & COOLING

PROPOSED USE = HVAC BUSINESS

PROPOSED BUILDING = 6,000 SF

PARKING REQUIRED = 6,000/300 = 20 + 1 PER EMPLOYEE

PARKING PROVIDED = 29 (INCLUDING 2 BARRIER FREE)

PARKING SPOTS ARE A MINIMUM OF 9' WIDE AND 20' LONG BARRIER FREE PARKING SPOTS ARE 8' WIDE WITH AN 8' WIDE VAN ACCESSIBLE AISLE.

ZONING = A-2 APARTMENT ZONING

REQUIRED SETBACKS
FRONT = 40'
SIDE = 30' (TOTAL WITH NO SIDE LESS THAN 10')
REAR = 40'

ADJACENT ZONING = A-2 APARTMENT ZONING
M-1 MEDICAL/INSTITUTIONAL
A RESIDENTIAL

GENERAL NOTES

ALL CONCRETE WORK SHALL BE DONE USING 35S CONCRETE PER MDOT 2012 STANDARD SPECIFICATIONS FOR CONSTRUCTION WITH THE FOLLOWING REVISIONS:
THE CEMENT CONTENT SHALL BE A MINIMUM OF 5.5 SACKS PER CUBIC YARD OF CONCRETE. CONCRETE SHALL OBTAIN A 28 DAY STRENGTH OF 3,500 PSI AND CONTAIN 6.5 (+/-1.5%)PERCENT AIR. CONCRETE SHALL BE MADE WITH MDOT 6AA AGGREGATE. ALL CONCRETE SHALL BE KEPT CONTINUALLY MOIST FOR 7 DAYS OR COATED WITH A WHITE COMMERCIAL CURING COMPOUND APPLIED AS PER THE MANUFACTURER'S INSTRUCTIONS.

BITUMINOUS PAVING SHALL BE PERFORMED IN ACCORDANCE WITH MDOT 2012 STANDARD SPECIFICATIONS FOR CONSTRUCTION.

AGGREGATE DRIVES SHALL BE 22A SURFACE COURSE AND PAVING SHALL BE IN ACCORDEANCE WITH MDOT 2012 STANDARD SPECIFICATIONS FOR CONSTRUCTION.

REV.	DESCRIPTION	BY	DATE

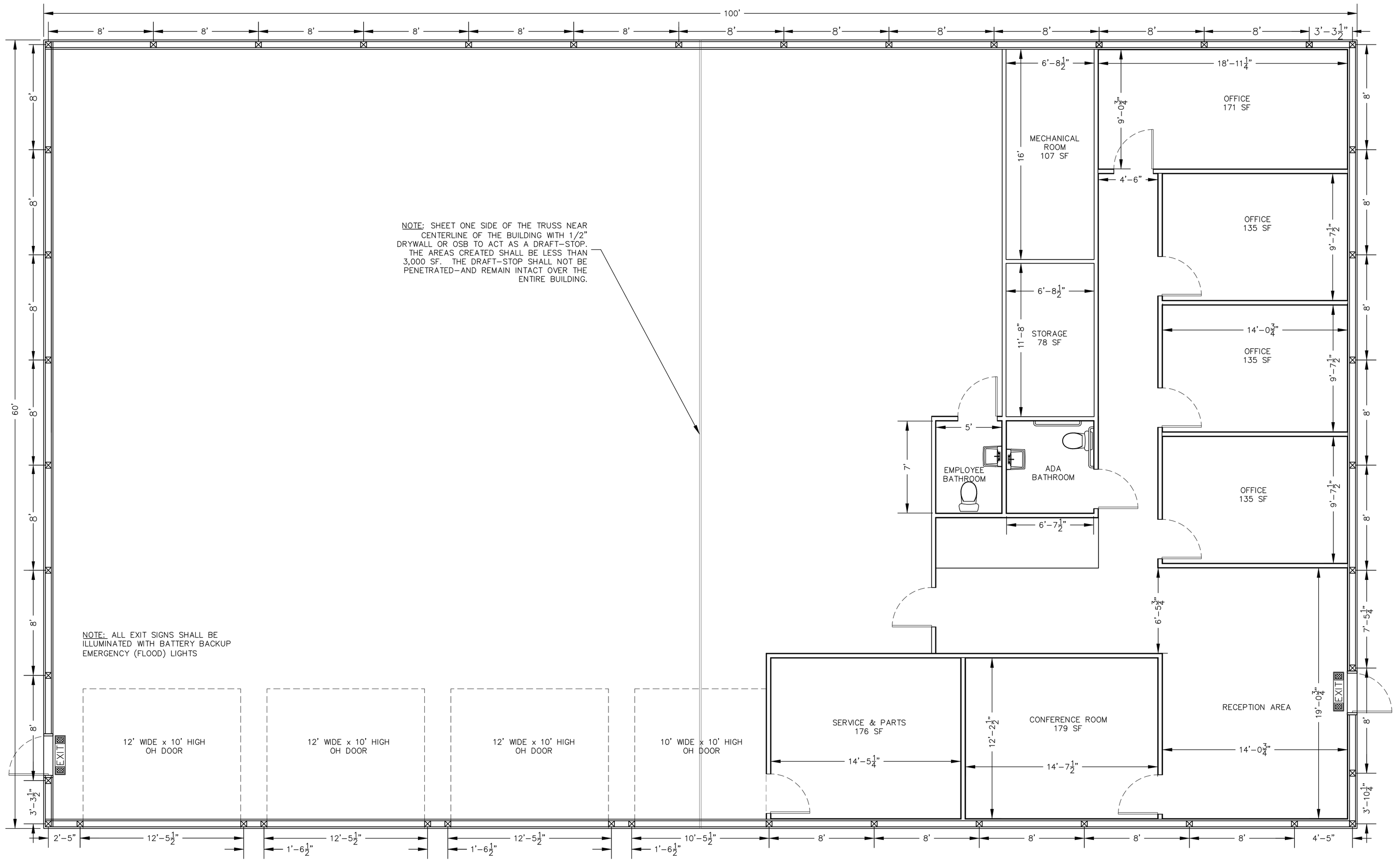
Providing Complete Engineering & Surveying Services since 1972

NORDLUND & ASSOCIATES, INC.
813 E. Ludington Ave. Ludington, MI 49431 (231) 843-3485
267 River Street Manistee, MI 49660 (231) 723-6460
FAX (231) 843-7676

CLIENT: ADAMS HEATING & COOLING
2790 W TYLER RD
HART, MICHIGAN

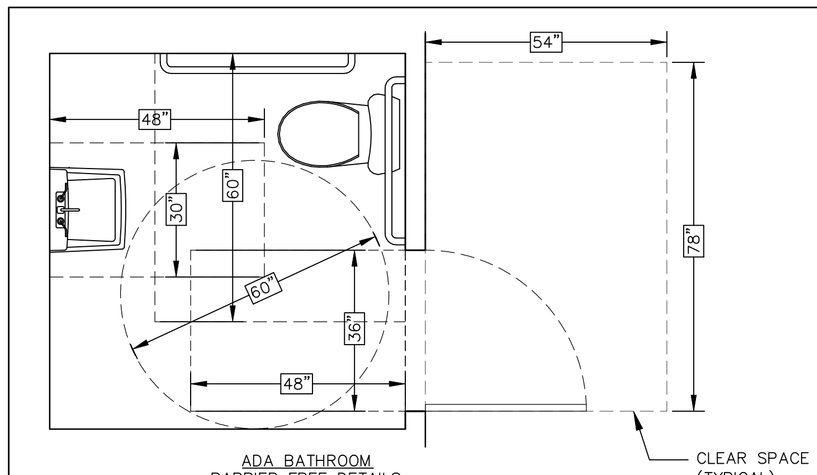
DESCRIPTION:
PROPOSED 100x60 POLE BUILDING
SITE PLAN

DRAWN BY: HM | CHECKED BY: HM
SCALE: AS SHOWN
DATE: APRIL 2019
JOB NUMBER: 1026-18.45 | SHEET: 1 OF 5

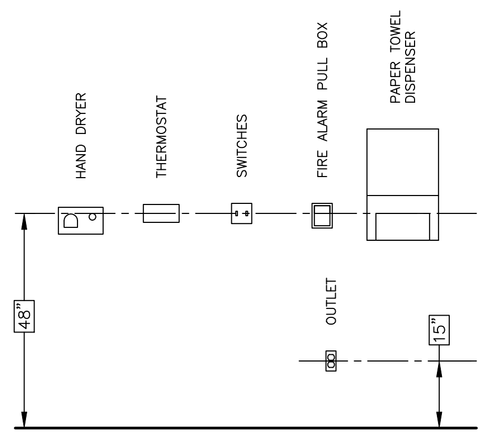


POLE BARN CONSTRUCTION
FLOOR PLAN

NOTES:
1. CONSTRUCTION TO COMPLY WITH THE 2015 EDITION OF THE MICHIGAN BUILDING CODE.
2. USE GROUP: S-1 (STORAGE-MODERATE HAZARD PER MBC SECTION 311.2)
3. BUILDING TYPE: VB
4. BUILDING AREA: 6,000 S.F.
5. ALLOWABLE BUILDING AREA: 9,000 S.F. (MBC TABLE 503)
6. ENGINEERED TRUSSES BY OTHERS.
7. BUILDING SHALL BE HEATED.
8. SNOW LOADS PER ASCE 7-10
   Pg = 60 PSF (GROUND SNOW)
   Ce = 1.0 (EXPOSURE FACTOR)
   I = 1.0 (IMPORTANCE FACTOR)
   Ct = 1.0 (THERMAL FACTOR)
   Pf = 0.7*Ce*Ct*I*Pg
   Pf = 42 PSF
9. DEAD LOADING: TOP CHORD=5 PSF, BOTTOM CHORD=10 PSF
10. 20D RING SHANK NAIL: 139#/NAIL * 1.15 = 160 #/NAIL
11. SOILS ARE CLEAN, FINE SAND, POORLY GRADED. IF OTHER SOILS ARE ENCOUNTERED CONTACT ENGINEER TO DETERMINE APPROPRIATE BEARING CAPACITY.
12. PRESUMPTIVE SOIL BEARING CAPACITY=2,000 PSF (BASED ON SILTY CLAY SOILS) IN ADDITION ADD UNIT WEIGHT OF SAND AT 3'6" BOTTOM OF FOOTING DEPTH=2,350 PSF.
13. WIND LOAD
    BUILDING RISK FACTOR=I (TABLE 1.5-2)
    IMPORTANCE FACTOR I=1.0 (TABLE 1.5-2)
    BASIC WIND SPEED=105 MPH (FIG 26.5-1C)
    WIND DIRECTIONALITY FACTOR, Kd=0.85
    WIND EXPOSURE=B
    TOPO FACTOR, Kzt=1.0; Kz=0.57 (TABLE 27.3-1)
    ENCLOSURE CLASSIFICATION=ENCLOSED INTERNAL PRESSURE COEFFICIENT, GCpi=+/- 0.18 (TABLE 26.11-1)
    DESIGN WIND PRESSURE FOR COMPONENTS AND CLADDING:
    ROOF: (1) 8.40 PSF-13.30 PSF INTERIOR ZONE OF ROOF
    ROOF: (2) 8.40 PSF-23.20 PSF END CONE OF ROOF
    ROOF: (3) 8.40 PSF-34.40 PSF CORNER ZONE OF ROOF
    WALLS: (4) 14.60 PSF-15.80 PSF INTERIOR ZONE OF WALL
    WALLS: (5) 14.60 PSF-19.50 PSF END ZONE OF WALL
14. STRUCTURAL PLANS ONLY, ELECTRICAL, MECHANICAL AND PLUMBING PLANS (IF ANY) WILL BE DONE BY OTHERS.
15. SEISMIC INFORMATION Ss: 0.077 S1: 0.035
    DESIGN Sds/Sd1: 0.06/0.065
    SITE CLASS: E
    SEISMIC IMP FACTOR: 1.00
    SEISMIC DESIGN CATEGORY A
16. H CLIPS SHALL BE INSTALLED ON OSB SHEATHING.
17. ANY HARDWARE IN CONTACT WITH TREATED WOOD SHALL BE HOT DIPPED GALVANIZED.
18. FRAMING FOR DOORS SHALL BE PER MANUFACTURER'S RECOMMENDATIONS.



ADA BATHROOM
BARRIER FREE DETAILS
SCALE: 1/2" = 1'

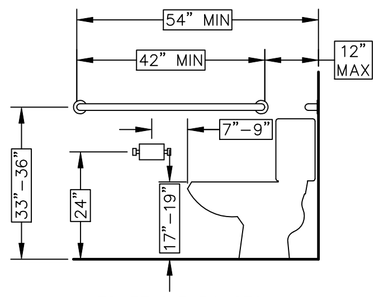


TYPICAL MOUNTING HEIGHTS
SCALE: NONE

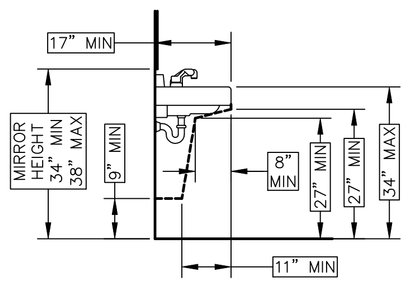
NOTES:
CONTRACTOR TO VERIFY THAT ALL FIXTURES AND COMPONENTS OF REST ROOM MEET ALL A.D.A. CODES AND REQUIREMENTS, INCLUDING MICHIGAN BARRIER FREE DESIGN.

DOORS MUST HAVE LEVER TYPE HARDWARE.

PROVIDE INSULATION ON ALL PIPES UNDER LAVATORY TO ELIMINATE ALL SHARP AND ABRASIVE SURFACES UNDERNEATH



TOILET CLEARANCES
SCALE: NONE



SINK CLEARANCES
SCALE: NONE

REV.	DESCRIPTION	BY	DATE

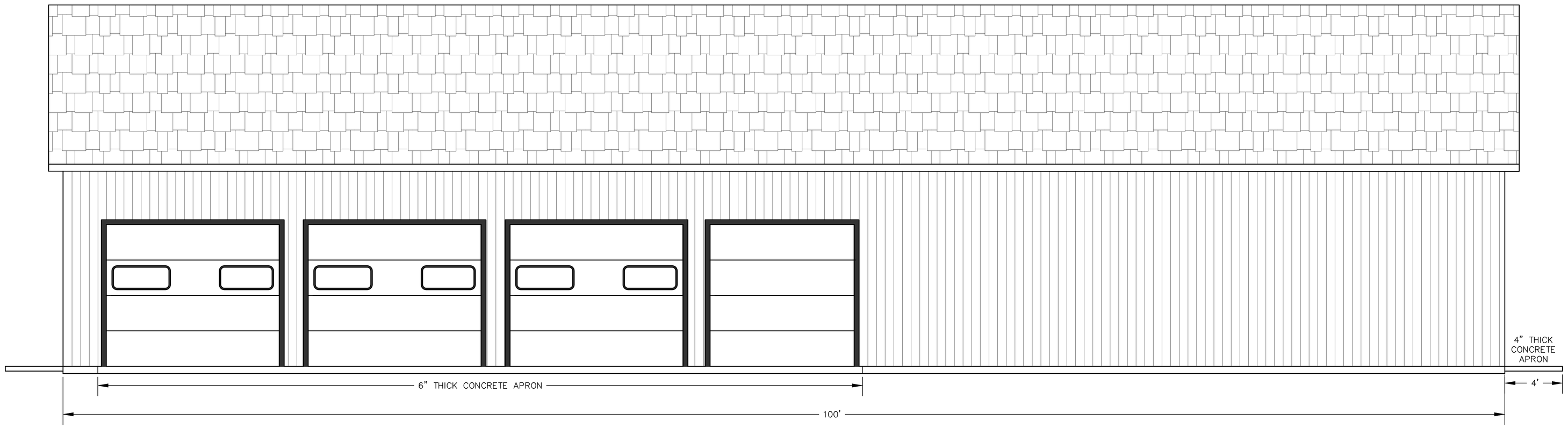
Providing Complete Engineering & Surveying Services since 1972

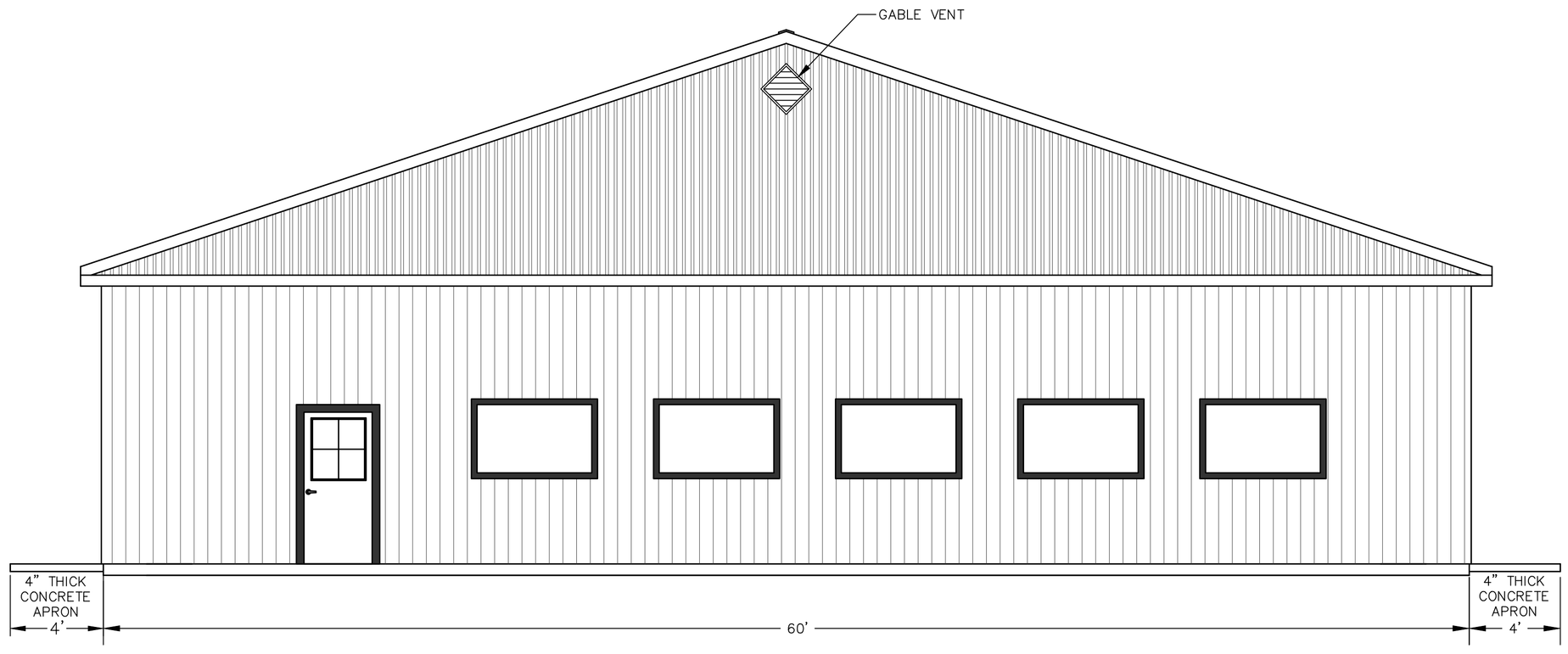
NORDLUND & ASSOCIATES, INC.
813 E. Ludington Ave. Ludington, MI 49431 (231) 843-3485
267 River Street Manistee, MI 49660 (231) 723-6460
FAX (231) 843-7676

CLIENT: ADAMS HEATING AND COOLING
2790 W TYLER RD
HART, MICHIGAN

DESCRIPTION: PROPOSED 100x60 POLE BUILDING FLOOR PLAN

DRAWN BY: HAM | CHECKED BY: JTN, Sr
SCALE: 1/4"= 1'0"
DATE: APRIL 2019
JOB NUMBER: 1026-18.45
SHEET: 2 OF 5





REV.	DESCRIPTION	BY	DATE

Providing Complete Engineering & Surveying Services since 1972

NORDLUND & ASSOCIATES, INC.
813 E. Ludington Ave.
Ludington, MI 49431
(231) 843-3485
267 River Street
Manistee, MI 49660
(231) 723-6460
FAX (231) 843-7676

CLIENT: ADAMS HEATING AND COOLING
2790 W TYLER RD
HART, MICHIGAN

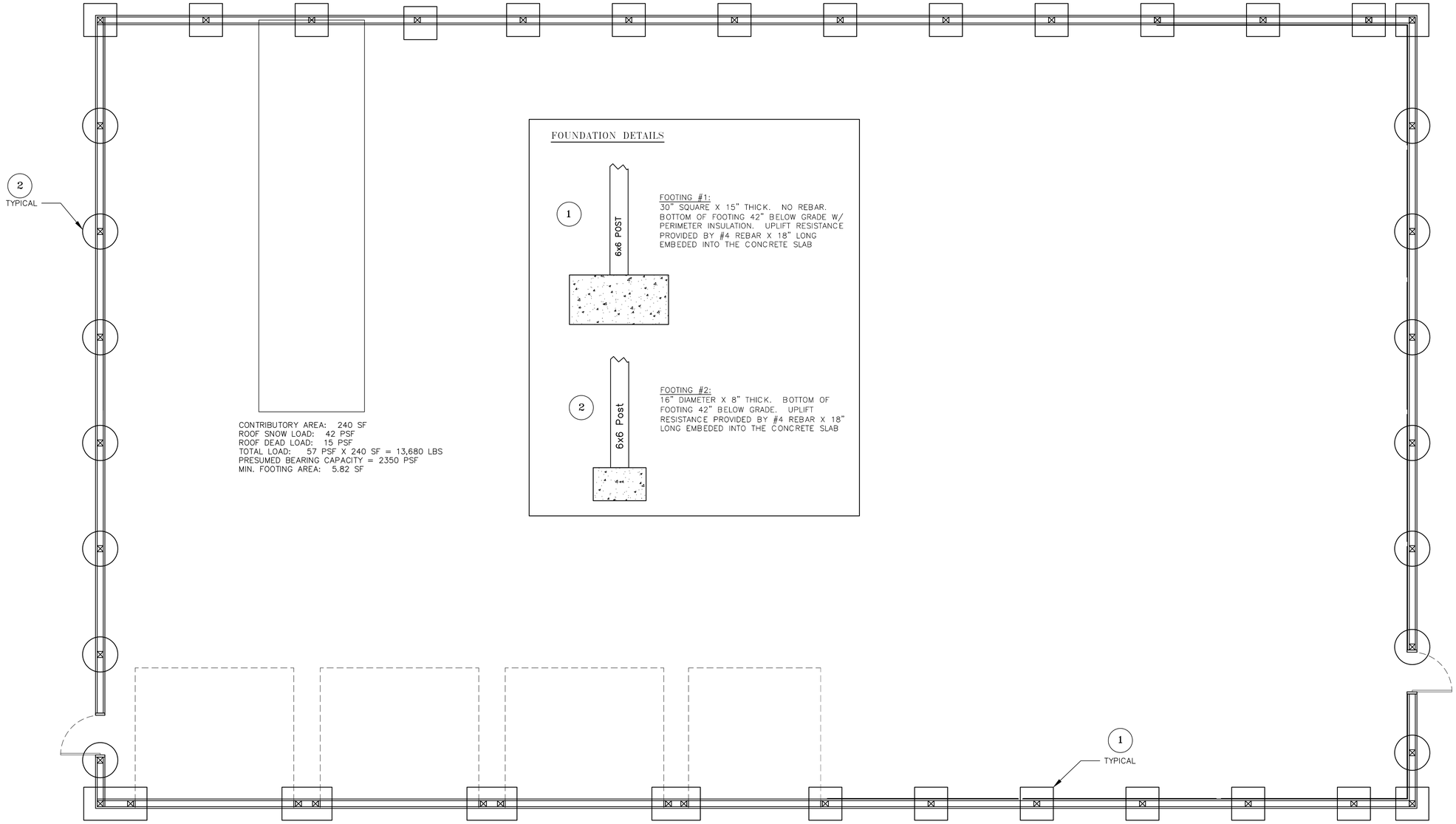
DRAWN BY: HAM | CHECKED BY: JTN, Sr

SCALE: 1/4"= 1'0"

DATE: APRIL 2019

DESCRIPTION:
PROPOSED 100x60 POLE BUILDING
ELEVATIONS

JOB NUMBER	SHEET
1026-18.45	3 OF 5



CONTRIBUTORY AREA: 240 SF
ROOF SNOW LOAD: 42 PSF
ROOF DEAD LOAD: 15 PSF
TOTAL LOAD: 57 PSF X 240 SF = 13,680 LBS
PRESUMED BEARING CAPACITY = 2350 PSF
MIN. FOOTING AREA: 5.82 SF

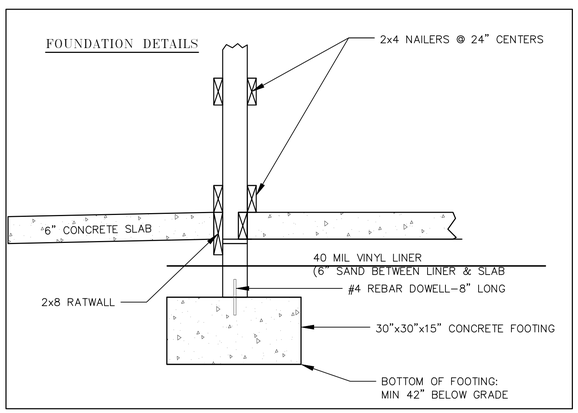
FOUNDATION DETAILS

FOOTING #1:
30" SQUARE X 15" THICK. NO REBAR. BOTTOM OF FOOTING 42" BELOW GRADE W/ PERIMETER INSULATION. UPLIFT RESISTANCE PROVIDED BY #4 REBAR X 18" LONG EMBEDED INTO THE CONCRETE SLAB

FOOTING #2:
16" DIAMETER X 8" THICK. BOTTOM OF FOOTING 42" BELOW GRADE. UPLIFT RESISTANCE PROVIDED BY #4 REBAR X 18" LONG EMBEDED INTO THE CONCRETE SLAB

POLE BARN CONSTRUCTION
FOUNDATION PLAN

FOUNDATION DETAILS



REV.	DESCRIPTION	BY	DATE

Providing Complete Engineering & Surveying Services since 1972

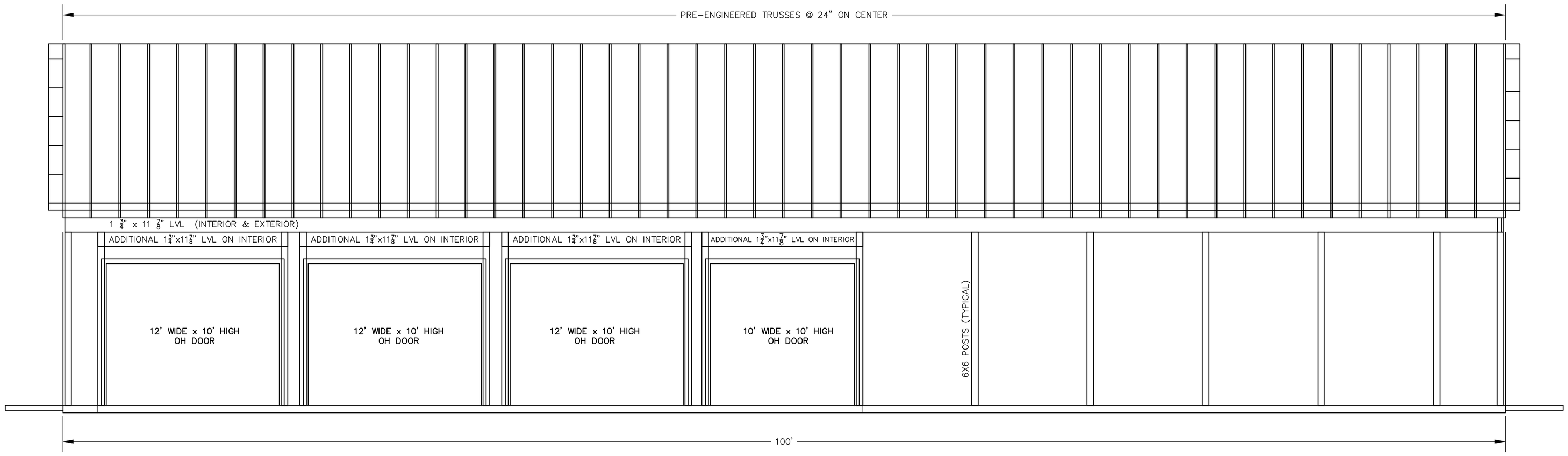
NORDLUND & ASSOCIATES, INC.
813 E. Ludington Ave. Ludington, MI 49431 (231) 843-3485
267 River Street Manistee, MI 49660 (231) 723-6460
FAX (231) 843-7676

CLIENT: ADAMS HEATING AND COOLING
2790 W TYLER RD
HART, MICHIGAN

DRAWN BY: HAM | CHECKED BY: JTN, Sr
SCALE: 1/4"= 1'0"
DATE: APRIL 2019

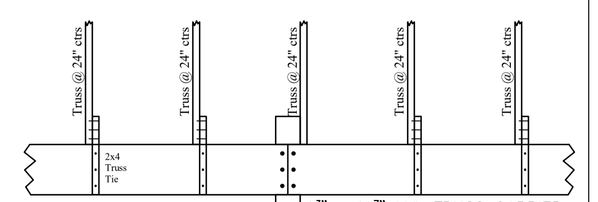
DESCRIPTION:
PROPOSED 100x60 POLE BUILDING
FOUNDATION PLAN

JOB NUMBER: 1026-18.45
SHEET: 4 OF 5 (A)



LOADING ON TRUSS CARRIERS:
30'x2'x52 PLF = 3,420 LBS
TRUSS-CARRIER PLATE @ 2' CENTERS

CONNECTION DETAIL:
TRUSS CARRIER - 6x6 POST



TOTAL LOADING FROM CARRIER PLATES TO EACH 6X6 POST: 12.0 KIPS

CAPACITY OF 5/16" x 4 1/2" GRK RSS = 0.47 KIPS (FS = 3)

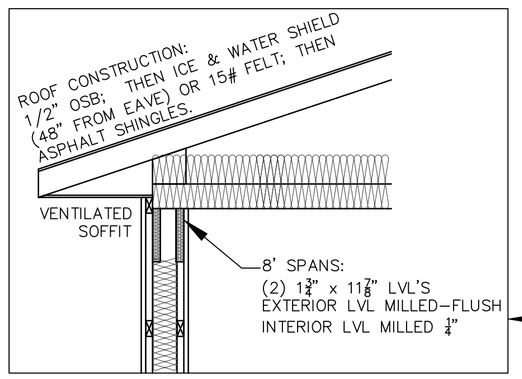
NEED 26 GRK FASTENERS PER POST

SPACING: 2" FROM TOP & BOTTOM. ONE ROW IN THE MIDDLE OF THE CARRIER PLATE. FASTENERS TO BE 1 3/8" FROM THE EDGE OF THE 6x6 POST

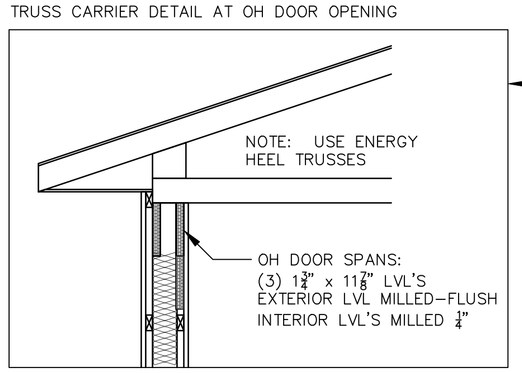
1 3/4" x 11 1/8" LVL TRUSS CARRIER TWO (2) REQUIRED EXCEPT @ OH DOORS

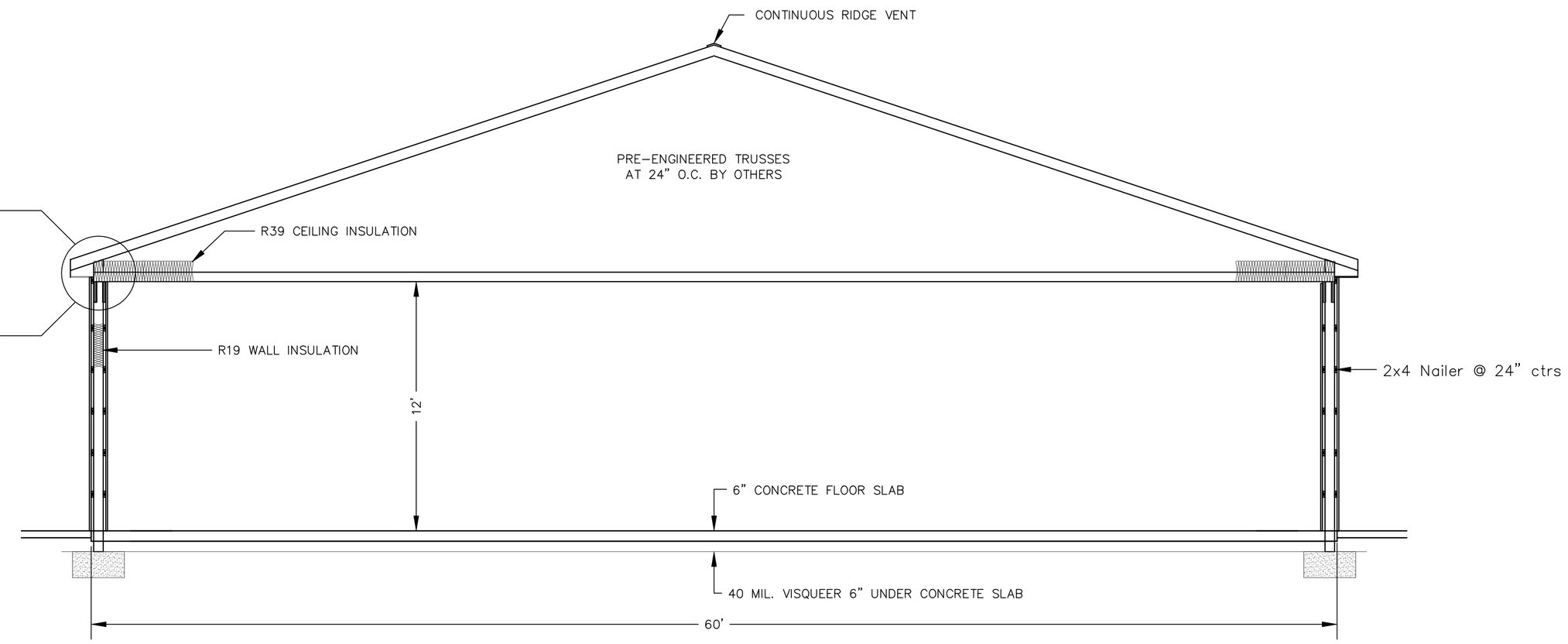
ATTACH EACH 1 3/4" x 11 7/8" LVL TO THE 6x6 POST WITH (7) 5/16" x 4 1/2" GRK FASTENERS

TYPICAL TRUSS CARRIER DETAIL:



TRUSS CARRIER DETAIL AT OH DOOR OPENING





REV.	DESCRIPTION	BY	DATE

Providing Complete Engineering & Surveying Services since 1972

NORDLUND & ASSOCIATES, INC.
813 E. Ludington Ave. Ludington, MI 49431 (231) 843-3485
267 River Street Manistee, MI 49660 (231) 723-6460
FAX (231) 843-7676

CLIENT: ADAMS HEATING AND COOLING
2790 W TYLER RD
HART, MICHIGAN

DRAWN BY: HAM | CHECKED BY: JTN, Sr

SCALE: 1/4"= 1'0"

DATE: APRIL 2019

DESCRIPTION: PROPOSED 100x60 POLE BUILDING STRUCTURAL DETAILS

JOB NUMBER: 1026-18.45

SHEET: 5 OF 5

City of Hart
2019 Downtown
Planning Summary Report

October 25, 2019 Draft

THE DOWNTOWN PLAN

The City of Hart's Downtown Plan Summary is a compilation of relevant goals, principles, and strategies established during recent planning efforts that relate to Hart's downtown core. This report summarizes a community-driven vision and plan for the future of downtown Hart. In 2017, the City of Hart Master Plan set an ambitious path for downtown revitalization and prosperity. The primary objective of Hart's downtown planning efforts is to build on the success of the past and serve to guide decisions over the next ten years to benefit and improve the historic downtown area and adjoining neighborhoods.

Hart's downtown planning efforts have established priorities for public action and serve as a guide for private sector decisions. These guidelines and recommendations serve as tools to evaluate new development proposals, attract and retain new businesses, create a tourist destination, direct capital improvements, and guide public policy in a manner that ensures Hart continues to be the community that its residents desire. This report contains maps, pictures, and summary information to outline the downtown planning efforts in a consolidated executive summary.

This summary document includes the following:

- City History and Context- page 2
- Hart Main Street- page 2
- Downtown Character and Land Use- page 2
- Complete Streets- page 5
- Downtown Parks- page 7
- Capital Improvements- page 7
- Placemaking- page 9
- Trail Town- Downtown Connection- page 10
- Future Land Use Plan- page 11
- Downtown Goals, Principles, and Implementation- page 13
- Economic Development Strategy- page 15

CITY HISTORY AND CONTEXT

Hart is the only city in Oceana County and is the county seat. The City was established around the fruit farming industry and is the home to several large fruit storage and processing facilities. Just east of US-31, Hart is only seven miles from Lake Michigan and close to Silver Lake State Park.

The City is an employment and service center to the greater Hart community and is the home of businesses that are vital to everyday living, including grocery stores, restaurants, retail stores, financial services, packaging, processing, and industrial uses. A Michigan State Police Post and the County Road Commission facilities are also located in the City along with Oceana County offices. The Oceana Medical care facility is in the northeast portion of the City. Most of the community is walkable, with easy access to parks and the downtown area by foot or bicycle.

HART MAIN STREET

The City of Hart is a certified Master Level Mainstreet Community. Hart Main Street's mission is to work with both the public and private sectors to restore the vitality once common in the downtown district by enhancing our community identity and heritage, fostering a center of activity, and ensuring economic stability through concentrated efforts in organization, promotion, design, and business development.

The Hart Mainstreet program offers a number of resources for business, hosts several events for the City and has a number of committees, all with the purpose of promoting the City of Hart, attracting new businesses to the city and revitalizing the core of the city to ensure it is a destination enjoyed by many both locally as well as tourists to the area.

DOWNTOWN CHARACTER & LAND USE

Downtown Hart is distinctive mainly due to the unique characteristics that set it apart from other commercial districts in the city. To better understand downtown's unique aspects, an analysis was conducted to evaluate various character areas within the city. Studying these characteristics allowed distinct character areas in the City to be grouped based on common characteristics, including land use, the orientation of buildings, height/bulk of buildings, and provision of parking.

The downtown area includes a mix of land uses and is compact, vibrant, and walkable. The downtown area is very active with commercial uses, public space, and recreational opportunities. The downtown is pedestrian-oriented, although individuals may arrive by other modes of transportation, including bicycles and cars.

Downtown Hart contains many elements that reflect a strong sense of history. Some brick storefronts in the downtown core date back to the 1800s. Others reflect architecture from the early 1900s. City Hall is located downtown, in addition to the post office, library, county buildings, and parks. These facilities are centrally located and generate activity which contributes to downtown vitality.

Hart's compact traditional downtown layout lends itself well to pedestrian traffic. Residents and visitors can comfortably navigate the downtown area to shop, dine, and interact.



Figure 1 Downtown Building Character

Downtown Character Analysis Summary

- Buildings- Drawn to the street.
- Uses- Retail, services, accommodations, restaurants, arts & entertainment, and attached dwellings and apartments.
- Scale- Compact, walkable urban scale.
- Blocks and Streets- Smaller blocks on an urban grid and compact scale.
- Streetscape- Sidewalks, crosswalks, planters, streetlights, street trees, and benches.
- Public Space- Small parks and common areas.
- Parking- On-street parallel parking and behind buildings.

Existing Character Areas



Figure 2 Character Area Map- Downtown Focus

COMPLETE STREETS

Planning downtown Hart's transportation system involves more than just moving vehicles efficiently and safely. A transportation system needs to meet the needs of all types of users – motorists, pedestrians, bicyclists, and disabled residents and visitors. This approach is often referred to as planning for "complete streets," harmonizing streets with their surroundings while interconnecting transportation networks to meet the mobility needs of all users. Whenever possible, the City of Hart implements context-sensitive street design solutions to accommodate all users and ability levels by installing ADA compliant curbs and ramps, pedestrian-friendly crosswalks, sidewalks of appropriate width and distance from the roadway, and on-street bicycle facilities where feasible and appropriate.



Figure 3 Painted "Sharrow"

While much of the downtown contains sidewalks, there can be stronger connections made to and from adjacent neighborhoods as well as connections to facilities such as the Hart-Montague Trail, the fairgrounds, local schools, and employment centers. Generally, existing sidewalks are concentrated in established neighborhoods. However, some areas of the City are void of sidewalks or trails, and priority areas should be addressed in capital improvement planning.

The Master Plan recommends that all residential neighborhoods contain sidewalks or trail links to critical facilities. In addition to a comprehensive sidewalk and trail system, signs and trail markings are essential to guide cyclists and pedestrians downtown. Plans for street trees and street furniture will also help make travel more accessible, comfortable, and enjoyable.

Concerning parking and traffic calming, there are several curb extensions on State Street in downtown Hart, north of Church Street. Curb extensions narrow the travel width and create a visual indicator that naturally slows traffic by design. Further, the extensions shorten the distance pedestrians must travel across a street, lessening the time exposed to traffic. Curb extensions can also provide additional open space for bike racks, planters, benches, trees, and other downtown amenities. Along with curb extensions north of Church Street, on-street parking has eliminated the two outside lanes of the four-lane cross-section. The City owns State Street for another block south of Church Street as well. Similar traffic calming, on-street parking, and pedestrian accommodations could be extended further south from Church Street, especially as downtown businesses grow.



Figure 4 Curb Extension and Bike Rack

High visibility crossings are recommended for critical intersections in the City. Many crossings in the City have parallel stripes that have faded over time. Other eye-catching types of crosswalks have been shown to improve driver-yielding behavior. Further, accessible curb ramps are required by the Americans with Disabilities Act (ADA) at all crosswalks.

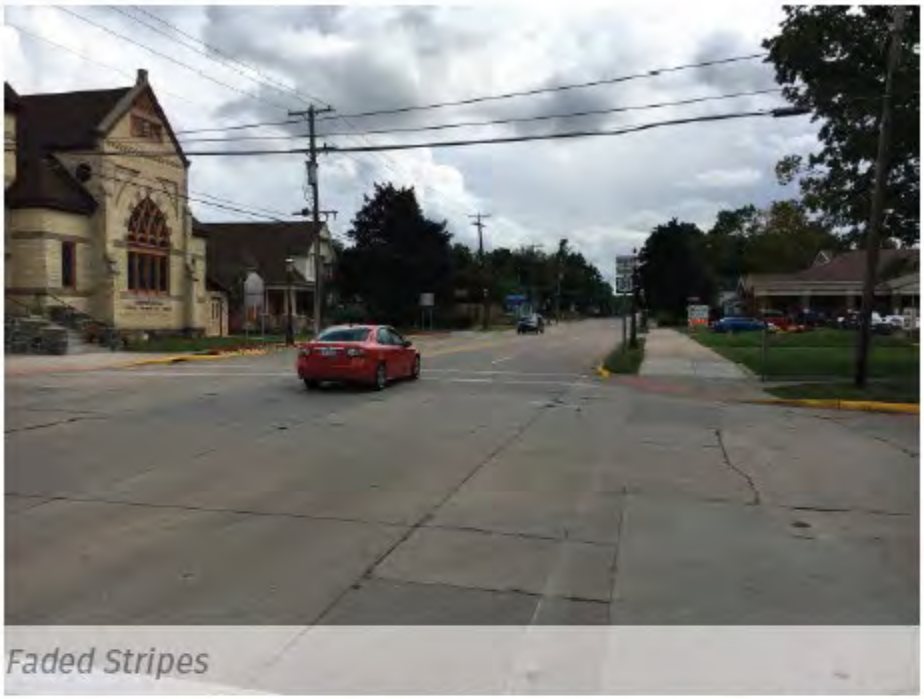




Figure 5 Potential Crosswalk Improvements

DOWNTOWN PARKS

Downtown Hart boasts some of the region's most attractive parks and recreation facilities. These facilities are discussed below and within the City of Hart Parks and Recreation Master Plan.

Hart Commons Park

Hart Commons is located in the center of the downtown business district and is the location for all community events, such as concerts, parades, sale days, and holiday celebrations. Hart Commons park is the primary gathering place in the community.



Figure 6 Hart Commons Park

Veteran's Memorial Park

Veterans Park is located just across the bridge dividing Hart Lake. The Park provides parking for users, boardwalk for fishing, and a substantial maintained lawn area. The Park is foremost a memorial for veterans with a granite memorial, flag poles, commemorative bricks, and a historic US Air Force jet. The park is also used for fishing access to Hart Lake and the bridge. The parking area also serves as a boat launch for kayaks and canoes. The boat launch area has experienced erosion problems, and currently, fabric and gravel are being used to retain the soil.

Downtown Pocket Park

The Downtown Pocket Park is a green strip between S. State Street and the parking area which accesses an alley and S. Courtland Street. Through Community Development Block Grant (CDBG) and City funding, the park will be a family-oriented area that will include a fountain, hard-scaping, play areas, seating, and landscaping. The park will be within a unique space tucked between two existing main street buildings, and it is currently under design after significant public input.

CAPITAL IMPROVEMENTS

The City's 6-year Capital Improvement Program includes nine main categories: public works, parks, police, hydroelectric, water pumping and distribution, sewer collection, BioPure treatment, City buildings, and the historic district. (*insert link when online*) As a part of the CIP process, projects are developed by the City Manager and department heads on an annual basis to meet the goals of City Council, to improve upon the delivery of service, to upgrade aging facilities and infrastructure, and to expand public facilities and parks. Capital projects are based on the needs and goals outlined in the Master Plan.

When projects are developed, they are prioritized into high and moderate classifications. High priority projects are critical to the delivery of public services. Moderate priority projects are important for long-term community sustainability.

1. Public Works. Projects under public works include the design, planning, and construction of streets, sidewalks, and general infrastructure for community facilities.

2. Parks. The City sets aside funds for improvement projects for all five City parks (Veteran's Memorial Park, Downtown Pocket Park, Hart Commons, John Gurney, and Pointe Park) including design, planning, and construction of parking areas, walking paths, bridges, and structures. These capital projects are based on the recommendations of the Parks & Recreation Plan.

3. Police. Capital expenditures for the police department primarily include vehicles and equipment. These items are replaced on a rolling schedule (at least one new vehicle every two years).

4. Hydro Electric. Improvements to the City's hydroelectric system are necessary to ensure long-term provision of electrical power to area residents and businesses. Expenditures for the hydro-electric system typically include electric improvements, meter reading technology, new vehicles, and the reuse and refurbishment of decommissioned infrastructure.

5. Water Pumping and Distribution. In order to ensure the long-term provision of water service to existing and future residents and businesses, expenditures such as meter reading technology, repairs and maintenance, rehabilitation and repairs of wells, construction of water transmission mains, and the design, planning, and construction of boost stations are needed. These projects are commonly identified in Water System Reliability Studies conducted by the City.

6. Sewer Collection. Similar to the water pumping and distribution system, the City depends on a well-functioning sewer collection system to ensure the health and safety of its residents and businesses. Common expenditure items under this category include the design, planning, and construction of sewer transmission mains, purchase of new equipment, and the construction or repair to lift stations.

7. BioPure Treatment. The BioPure system treats wastewater at the City's sewage treatment facility. Aeration of wastewater at and irrigation are key components of the system process, and expenditures will commonly be earmarked for the maintenance and repair to these systems.

8. City Buildings. Intermittent improvements are required to keep City buildings in well-functioning and safe conditions. Expenditures commonly include efficiency improvements such as energy-efficient windows, roof and siding maintenance, and the design, planning, and construction of new City buildings.

9. Historic District. The Hart Historic District is listed on both the National and State registries and includes structures dating back to as early as the 1880s. The district includes the areas of

State Street (from Lincoln to Main), Washington Street (from Water to Dryden), Main Street (from 222 Main St. to Water), and Courtland Street (from Main to Washington). Due to this area's character and age, infrastructure investments such as sidewalks, curbs, and lighting are the greatest need.

The City has developed an annual CIP planning process to promote transparency and public involvement. The process ensures that the public is consulted to better understand how capital improvements such as roads, emergency service vehicles, and other major items are planned for, procured, and financed by the City. With a more informed public, there can be greater public involvement in the CIP planning process.

The CIP plays a significant role in the implementation of the Master Plan by providing the link between planning and budgeting for capital projects. The CIP process precedes the budget process and is used to develop the capital project portion of the annual budget. The model process includes a kick-off meeting, project development, ranking, Planning Commission advisory review, and City Council approval.

Downtown CIP Projects include the following in the six-year program:

1. Veteran's Memorial Park Improvements
    - $60,000 (engineering)
    - $800,000 (construction)
2. Pocket Park- $100,000 (stormwater, electrical, lighting, irrigation, pavers, sidewalk, landscaping, seat walls)
3. Street Light Update Program- $30,000
4. Street Resurfacing- $500,000

PLACEMAKING

The City of Hart has taken proactive steps to foster redevelopment within its downtown. The City has prepared for new investment and redevelopment through its improvements and upgrades to utilities, infrastructure, streets, sidewalks, street trees, benches, banners, light fixtures, and parks, as well as providing clear guidance on development processes and procedures (see development review guidebook). The City strives to be business-friendly to encourage private investment.

However, this goal is balanced with the preservation of natural resources, environmentally sensitive areas, neighborhoods, and its historic downtown area. Together, this balance will preserve what makes the City of Hart unique while opening the doors for economic opportunities. Collectively, these investments seek to create quality places where people want to live, work, play, and learn. Downtown form-based elements are incorporated within the Zoning Ordinance, B-1 Central Business District, and both public places and private commercial buildings collectively create special and unique places in the City of Hart.

TRAIL TOWN- DOWNTOWN CONNECTION

The City of Hart is bisected by the US Bicycle Route 35, a 500-mile route that runs from Indiana through Michigan to Sault Ste. Marie, Canada, generally following the Lake Michigan shoreline and through the eastern Upper Peninsula. Within the City limits, the southern portion is an off-road multi-use trail, known as the Hart-Montague Trail. North of Wood Street, Route 35 continues north with an on-road bicycle route designation.



Figure 7 Trail Signage

"Trail Towns" are communities that capitalize on long-distance trail planning opportunities for tourists, distance travelers, athletes, and local recreational users. The City of Hart's effort to support the Hart-Montague trail and build from the benefits of the facility is consistent with many national and state-wide Trail Town planning efforts. Not only are trails a recreational benefit to residents, but they can serve as an economic driver. Some of the benefits of embracing the Trail Town best practices are:

- The City's status as a tourist destination increases.
- There are additional opportunities for residents.
- Local businesses, services, and accommodations benefit from use, promotion, and marketing.
- New business opportunities are created.
- Alternative forms of transportation are supported.

Capitalizing on the trail as an economic asset can significantly benefit the downtown business community. Trail users should be directed to downtown through attractive and descriptive wayfinding signage which illustrates and advertises local downtown businesses, services, and destinations (see trail connection and business map).

As a trail-oriented community, the City of Hart should continue to embrace Trail Town recommendations and projects.

1. Increase the use of the informational kiosk with local City mapping and business information.
2. Increase wayfinding through the use of signage, logos, common graphics, street paint, sharrows, and bike lanes. A combination of these elements will improve connections from the Wood Street terminus to downtown, community facilities, and John Gurney Park.
3. Cooperatively work with neighboring communities to promote the entire trail corridor as a tourist destination.
4. Continue to improve upon trailhead amenities.



Figure 8 Trail Information Kiosk

FUTURE LAND USE PLAN

The future land use plan for the downtown serves as a guide to assist local officials with decisions regarding day-to-day planning, zoning, and public improvement issues. The future land use plan is a long-term vision, and certain land use decisions will depend on site-specific conditions at the time an application is received. Additionally, downtown zoning requirements are based on the future land use category descriptions and intent.

The key to this section is that there is an important relationship between land use planning and zoning. Planning is guiding land uses from a policy standpoint, while zoning is the act of regulating the use of these lands by law or ordinance. The following paragraphs address future land use categories as found in the downtown.

Downtown Commercial/Mixed Use

This land use designation encompasses the older, traditional commercial core of the City. Retail, service, and residential land uses are appropriate in this area. However, some additional land uses may be acceptable if they complement the downtown core and provide an activity that is not readily available. In traditional downtown fashion, non-residential land uses (primarily retail and services) should occupy storefronts, while residential and office land uses should be located on upper floors. Further development of this area based on the principles of the Hart Main Street program is highly encouraged.

Mixed use and commercial buildings should fit within the historic context of the downtown area, with facades extending along most of the lot width and established up to the right-of-way, higher levels of window transparency, brick construction, projecting architectural elements and building articulation, and signs that balance the need for advertising with the historic nature of the downtown area. These design elements can be observed in the City of Hart and many other successful Main Street ® communities.

Recreational

This designation includes areas planned for or currently utilized as public parks and other recreational or public lands. These areas are to be utilized for both active and passive recreational purposes and can be located in any area of the City. Large scale active recreational areas should be located in close proximity to the major arterial transportation routes in the City.



Figure 9 Master Plan Future Land Use Map- Downtown Focus

DOWNTOWN GOALS, PRINCIPLES, AND IMPLEMENTATION

Through public input and deliberation by the Planning Commission and City Council, goals and planning principles were developed to guide decisions concerning growth, preservation, and investment within the City of Hart. Goals and planning principles, along with the conceptual land use vision provided by the Future Land Use Map, will allow Hart to achieve its future vision of the City.

- Goals. The ends toward which the planning effort is directed; the vision of the desired future of the City.
- Principles. Protocol to guide decisions and achieve desired outcomes. Description of the City's intent regarding land use-related issues.

Downtown Goals

- Continue to build a strong downtown that serves as a hub of community activity that provides a unique and beautiful backdrop for area events, social interaction, and commerce, while maintaining its historic nature.
- Develop a cost-effective, consolidated infrastructure system.

Downtown Principles

1. Continue to support the Main Street Program and implement the Michigan Main Street Four-Point Approach and focus on design, economic restructuring, promotion, and organization.
2. Continue to facilitate the rehabilitation of existing downtown structures and protect historic buildings with incentives, and as necessary, enforcement actions.
3. Promote infill development that matches and complements the existing classic main street design.
4. Work with anchor downtown businesses to strengthen their position in the community and cross-promote with other businesses.
5. Continue to monitor marketing opportunities, as outlined in the 2012 Downtown Marketing study. Recruit uses that complement the rural and recreational nature of the area, such as restaurants and retail.
6. Support the volunteer-based Main Street program efforts (Main Street Four-Point Approach #4).
7. Preserve the historic nature of the downtown business district.
8. Expand on-street parking opportunities and streetscaping.
9. Continue to prepare short and long-term capital improvement programs covering major infrastructure and facility needs. Consider the Master Plan during the annual CIP planning process and capital project development and prioritization.
10. Consider traffic calming measures as opportunities arise, particularly in neighborhoods and downtown.

11. Encourage neighborhood and development connectivity for streets and non-motorized transportation to ensure a more efficient and convenient transportation network.

Downtown Actions

1. Determine a strategy to help existing businesses expand and recruit new businesses to respond to today's market (Main Street Four-Point Approach #2). Responsibility: Main Street, Chamber, City Council, City, Manager. Timing: Short-Term.

2. Market the downtown's unique characteristics to residents, visitors, investors, and business owners (Main Street Four-Point Approach #3). Prepare and marketing, branding, and signage plan to promote City businesses and attract visitors to downtown businesses and to attract new residents; include information in regional publications and focus on City events, historic district, and recreational opportunities. Responsibility: Main Street, Chamber, City Council. Timing: Mid-Term.

3. Identify key structures to protect and renovate and search for State and Federal historic preservation grants for long-term protection. Responsibility: City Council, Planning Commission, Staff. Timing: Mid-Term.

4. Assess downtown zoning districts and the City's ability to allow and incentivize redevelopment of existing vacant or underused structures. Investigate the possibility of amending the zoning ordinance to accommodate redevelopment and revise regulations as necessary. Responsibility: City Council, Planning Commission, Staff. Timing: Short-Term.

5. Extend on-street parking on State Street south of Church Street. Responsibility: City Council, Staff. Timing: Mid-Term.

6. Review and revise anti-blight regulations and revise as necessary. Initiate an anti-blight code enforcement program with initial focus on the downtown core. Begin with an educational process and follow with notice of violation or non-compliance after sufficient time is given to landowners and occupants. Allow for the ability to clean up blighted areas and recover the cost from landowners. Responsibility: Staff. Timing: Ongoing.

7. Mark "neighborhood walk and bike tours" in designated areas to promote physical activity and to provide an interpretive history of the City of Hart. If possible, tie these walks into the Hart/Montague Rail Trail. Responsibility: Staff. Timing: Mid-Term.

8. Identify key areas and opportunities to improve bicycling and pedestrian accommodations to ensure safe travel. Investigate crosswalk striping, signage, signals, bump-outs, and other methods to calm traffic around bike and pedestrian facilities and create awareness of nonmotorized transportation. Responsibility: City Council, Planning Commission, Staff. Timing: Mid-Term.

9. Develop a sidewalk improvement program and ensure connections between developments. Responsibility: City Council, Planning Commission, Staff. Timing: Mid-Term.

ECONOMIC DEVELOPMENT STRATEGY

The Economic Development Strategy (*insert link when online*) was a collaborative planning project between the MEDC's Redevelopment Ready Communities program and the City of Hart. The result of this project is an economic roadmap to assist with job creation, marketing, and branding along with redevelopment and investment strategies for the community. These actions will both strengthen and diversify the local economy.

Downtown Objectives

1. Consider traffic calming measures as opportunities arise, particularly in neighborhoods and downtown.
2. Continue utilizing Hart Mainstreet as an advocate to draw tourism and investment in Downtown Hart.
3. Continue utilizing Hart Mainstreet as an advocate to draw tourism and investment in Downtown Hart.
4. Identify additional events to attract tourists and residents from out-side of the area to the City of Hart.
5. Create a targeted marketing campaign to attract businesses, tourists and new potential residents to Hart.

Downtown Actions

1. Enhance streetscaping with landscaping, lighting, signage, wayfinding and sidewalk improvements.
2. Continue working with developers and property owners to develop and redevelop downtown buildings and sites into multi-story, mixed-use developments.
3. Promote the improvement and restoration of facades in the downtown area through utilization of façade improvement programs, micro-loans and SBA lending sources.

RRC® - Hart Quarterly Progress Report #4

This document is designed to inform the RRC Team of progress your community has made in terms of implementing the necessary steps to meet the RRC Best Practices.

Community Name: City of Hart
Name of Staff Member Completing Report: David Jirousek
Date: 10-23-19

Instructions

Please describe the progress your community has made toward implementing the RRC Best Practices. Complete the table below by describing the progress your community has made and estimating a date each task will be completed. Please be as thorough as possible in your comments and attach documentation to your email response or provide hyperlinks as appropriate.

- The **"BP" and "Evaluation Criteria"** columns identify which Best Practice and Evaluation Criteria are being addressed.
- The **"Recommended Action for Certification"** column was taken directly from the RRC Report of Findings and describes the actions your community could take to fulfill the expectations of each Best Practice. While the RRC Report of Findings outlined these recommended actions for your community, your community may choose alternative methods as long as all of the best practice criteria are met.
- The **"Progress Made"** column is for you to explain what steps have been taken toward meeting this specific recommendation.
- Finally, the **"Estimated Date of Completion"** column asks you to estimate a time frame for when a particular recommended action will be completed.

**Note: See questions on page three of this document.*

BP	Evaluation Criteria	Recommended Action for Certification	Progress Made	Estimated Date of Completion	Notes from Planner
1.1.2	Governing body has adopted a downtown plan.	Post all adopted downtown plans and goals online, including projects and their estimated cost and timeline for completion	To proceed with consolidated downtown strategy document recommended on 2-20-19 by Karen Wieber.	November, 2019	
3.1.7	Community has a method to track development projects.	Develop mechanism(s) to track projects during the development review process Develop mechanism(s) to track projects during the permitting and inspections process	No formal/online tracking system has been incorporated due the low volume of planning, zoning, and sign applications. Oceana County handles all building permits. Excel tracking sheet was previously sent to MEDC and was approved. Reports are available from Oceana County.		Does Oceana County provide monthly reports to the city of building permits obtained/status?
5.1.5	The community prepares a property information package for at least one priority site.	Assemble at least one property information package, per Best Practice 5.1 in collaboration with Hart Main Street	The City is ready to coordinate on this effort in November. Per Karen Wieber- "we've changed our process a bit here, where we'll ask our Redevelopment Services Team to work with you regarding sites, and they'll use their resources to finish any aspect of this Best Practice you need help with. They used to only begin working with a community AFTER certification, but we found it works better to get them involved as the last item before certification. When the ED/Marketing Strategy and Downtown Strategy documents are rounding the corner and nearing completion, I'll have that team reach out to you (Nate Scramlin) and work directly with	TBA	

			you. So, feel free to pause any additional efforts on this one, at the moment."		
5.1.6	Prioritized redevelopment sites are actively marketed.	Market the property information package online in collaboration with Hart Main Street	See note for 5.1.5.		
6.1.1	Community has an approved economic development strategy.	Develop an economic development strategy, per Best Practice 6.1	Complete, adopted by Hart City Council October 8, 2019.		
6.1.2	Community annually reviews the economic development strategy.	Annually report progress made on the economic development strategy to the governing body	Plan is complete, progress report will be due in October of 2020.		
6.2.1	Community has developed a marketing strategy.	Create a unified marketing strategy as outlined in Best Practice 6.2	Complete, adopted by Hart City Council October 8, 2019.		
6.2.2	Community has an updated, user-friendly municipal website.	Add missing planning, zoning and development items to website as they are completed	Revised material will be added to the website. • Downtown Plan Summary. • Economic Development Strategy. • Public Participation Manual. • Development Review Guidebook. • Planning and Zoning Applications. • CIP plan.		

Additional Questions/Feedback

1. **Does your community have funds available to complete the recommended actions? If not, please describe the technical assistance you think would be the most helpful in achieving RRC Certification.**

Yes.

2. **Has your community used any of the RRC Resource Guides or the Online Library of Resources? Are there additional guides you think would be helpful?**

Resource guides and online library of resources have been used.

3. **Please describe any new activities on the following redevelopment ready sites (e.g. revised vision, new financial tool, design work, change in ownership, construction activity, etc.):**

   TBD and coordinated with MEDC.

Project Name and Address	Project Status	Explanation of New Activity
Project name/address	Insert text here	Insert text here
Project name/address	Insert text here	Insert text here
Project name/address	Insert text here	Insert text here
Project name/address	Insert text here	Insert text here
Project name/address	Insert text here	Insert text here

4. **Please list any additional redevelopment ready sites your community has identified since the last progress report was submitted.**

TBD and coordinated with MEDC.

5. **Please describe any community successes, lessons learned or redevelopment challenges your community has encountered.**

Successfully completed Economic Strategy in cooperation with a diverse set of stakeholders.