



## Department of Planning and Economic Development

Staff Report to the Planning Commission

October 10, 2019

### Lake Michigan Credit Union

<b>REQUEST</b>	Conditional Use Recommendation Site Plan Approval
<b>APPLICANT</b>	Steve Compeau Lake Michigan Credit Union P.O. Box 2848 Grand Rapids, MI 49501
<b>LOCATION</b>	310 W. Tienken, north side of Tienken, west of Rochester
<b>FILE NO.</b>	19-020
<b>PARCEL NO.</b>	15-03-451-029
<b>ZONING</b>	O-1 Office Business with an FB-1 Flexible Business Overlay
<b>STAFF</b>	Kristen Kapelanski, AICP, Planning Manager

### Summary

This matter was postponed at the August 20, 2019 meeting so that as recommended by Commissioners, the applicant could reconsider some aspects of the site plan and building materials. In response, the building has been reduced in size and moved closer to Tienken; the parking area between the building and the road was eliminated, adding green space; parking provided has been reduced to 23 spaces from 51; the temporary building has been moved and a narrative about its use and timing has been included; the building façade has been modified; and an east-west cross section is included (Sheet C-301).

The applicant now proposes a new, single-story, 4,638 s.f. credit union with drive-through on a site where a former bank operated on the north side of Tienken south of the Bedford Square Apartments (west of Rochester Rd.). The site is approximately 1.8 acres. The applicant is also proposing to construct a temporary trailer for members to use during construction of the new building, which is expected to be used for 12 months. Please see the attached narrative regarding the timing/use of the temporary building. Landscaping is proposed to meet buffer and parking lot requirements in accordance with the Ordinance. The west side abuts a medical office with a shared drive access and does not require buffer screening. Staff is recommending that the grass area to the north could be enhanced in some manner for employees. The site is zoned and master planned for the subject use, and the new operation will employ approximately 12.



A drive-through requires a conditional use in the O-1 district with a public hearing and recommendation to City Council. Please see the requirements for a drive-through listed in the Planning memo dated October 7, 2019. Landscaping and lighting are in compliance, and no regulated trees are proposed to be removed on site. There are no wetlands or natural features setbacks on the site. The site can be accessed from Tienken to two drives on Bedford Square Dr., and no new curb cuts are proposed. All departments have recommended approval. If

the Planning Commission agrees that the drive-through and other improvements will be harmonious with the site and the surrounding development, motions for consideration are provided below.

## Staff Recommendations

Department	Comments & Waivers/Modifications	Recommendation
Planning	Minor comments	Approval
Fire	Minor comments	Approval
Building	Comments to be handled at building plan review	Approval
Assessing	No comments	Approval
Engineering	Minor comments to be handled at construction plan review	Approval
Parks & NR	No comments	Approval

## Motion to Recommend Conditional Use Approval

**MOTION** by \_\_\_\_\_, seconded by \_\_\_\_\_, in the matter of City File No. 19-020 (Lake Michigan Credit Union), the Planning Commission **recommends** to City Council **Approval** of the **Conditional Use** to allow a drive-through at a proposed credit union on site at 310 W. Tienken Rd., based on plans dated received by the Planning Department on September 17, 2019, with the following findings.

### Findings

1. The use will promote the intent and purpose of the Zoning Ordinance.
2. The building has been designed and is proposed to be operated, maintained, and managed so as to be compatible, harmonious, and appropriate in appearance with the existing and planned character of the general vicinity, adjacent uses of land, and the capacity of public services and facilities affected by the use. The site previously held a bank, which will be demolished.
3. The proposal will have a positive impact on the community as a whole and the surrounding area by further offering jobs and another financial institution.
4. The proposed development is served adequately by essential public facilities and services, such as highways, streets, police and fire protection, water and sewer, drainage ways, and refuse disposal.
5. The proposed development will not be detrimental, hazardous, or disturbing to existing or future neighboring land uses, persons, property, or the public welfare.
6. The proposal will not create additional requirements at public cost for public facilities and services that will be detrimental to the economic welfare of the community.

## Motion to Approve Site Plan

**MOTION** by \_\_\_\_\_, seconded by \_\_\_\_\_, in the matter of City File No. 19-020 (Lake

Michigan Credit Union), the Planning Commission **approves** the **Site Plan**, based on plans dated received by the Planning Department on September 17, 2019, with the following findings and subject to the following conditions.

### **Findings**

1. The site plan and supporting documents demonstrate that all applicable requirements of the Zoning Ordinance, as well as other City Ordinances, standards, and requirements, can be met subject to the conditions noted below.
2. The proposed project will be accessed from Tienken Rd. to two access drives on Bedford Square Dr., thereby promoting safety and convenience of vehicular traffic both within the site and on adjoining streets.
3. Off-street parking areas have been designed to avoid common traffic problems and promote customer safety.
4. The Planning Commission has waived the parking requirement due to the applicant's stated need for more parking.
5. Parking is allowed in the front yard setback as the site will be landscaped in accordance with Section 138-12.301.B.
6. The proposed improvements should have a satisfactory and harmonious relationship with the development on-site as well as existing development in the adjacent vicinity.
7. The proposed development will not have an unreasonably detrimental or injurious effect upon the natural characteristics and features of the site or those of the surrounding area.

### **Conditions**

1. Address all applicable comments from other City departments and outside agency review letters, prior to final approval by staff.
2. Provide a landscape cost estimate for landscaping and irrigation, plus inspection fees, as adjusted as necessary by staff in the amount of \$30,110.00, and posting of bond prior to temporary grade certification being issued by Engineering.

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Reference: Plans dated received by the Planning Department September 17, 2019.

Attachments: Assessing Department memo dated 4/23/19; Building Department memo dated 10/2/19; DPS/Engineering memo dated 9/24/19; Planning Department Memo dated 10/7/19; Fire Department memo dated 10/8/19; Parks & Natural Resources memo dated 9/24/19; LMCU Narrative; Temporary Office Narrative; Updated EIS; PC Minutes dated 8/20/19

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