

Heather Hanover
Chair

James Eshelman
Vice-Chair

Commissioners

Scott Dzurka, *Mayor*
Eric Hufnagel, *City Commissioner*
Eric Harger
Mark Holden
Brian Mills
Melvin Renfrow
Vacant



Chad A. Gamble
City Manager

Mindy J. Seavey
City Clerk

Kristina Kinde
City Treasurer

Michael Homier
City Attorney

Christopher Khorey, AICP
Planning Consultant

PLANNING COMMISSION

January 10, 2024

The St. Johns Planning Commission will hold a regular meeting on January 10, 2024 at 5:30 pm in the County Commission Chambers located at the Clinton County Courthouse, 100 E. State Street, St. Johns, MI. (Please use Cass St. Entrance.)

AGENDA

1. Call to Order (5:30 pm)
2. Approval of Agenda (5:31 – 5:32 pm)
3. Approval of Minutes (December 6, 2023 Meeting) (5:33-5:34 pm)
4. Public Hearings:
 - A. Zoning Amendments – Downtown Parking (5:35-5:45 pm)
5. New Business:
 - A. Zoning Amendments – Downtown Parking – ACTION ITEM (5:45 – 6:00 pm)
6. Old Business:
 - A. 709 E. Gibbs/Northwoods Duplexes Site Plan Review ACTION ITEM (6:01 – 6:20 pm)
 - B. Golf Cart Policies and Potential Amendment – Continued Discussion. (6:21 – 6:40 pm)
 - C. RV Parking Amendment – Continued Discussion. (6:41 – 7:00 pm)
 - D. Rental Inspection/Code Enforcement Annual Report – Receive and File (7:01 – 7:05 pm)
7. Committee Site Plan Approvals: January 12 Meeting – Bottle and Cork
8. Public comment for non-agenda items (7:06 – 7:10 pm)

9. Commissioner Comments. (7:11 – 7:15 pm)

10. Adjournment

Please note that the Planning Commission will take up the following topics at future meetings, depending on available time:

- *Brush Street Re-Design - Presentation from DPW*
- *Definition of "Permanent Foundation" - Potential Ordinance Amendment*
- *Requiring sidewalk installation at time of sale - Potential Ordinance Amendment*
- *Chicken Coop Allowable Materials - Potential Ordinance Amendment*

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PLANNING COMMISSION

DECEMBER 6, 2023
REGULAR MEETING MINUTES

1. CALL TO ORDER

The meeting of the St. Johns Planning Commission was called to order by Chair Hanover at 4:01 p.m.

Members Present: Heather Hanover, Mark Holden, Eric Harger, Scott Dzurka, Eric Hufnagel, James Eshelman, Brian Mills

Members Absent: Melvin Renfrow

Staff Present: Chad Gamble, City Manager; Mindy Seavey, City Clerk; Chris Khorey, McKenna; Ken Skunda, McKenna

2. APPROVAL OF AGENDA

Chair Hanover added 5D. Chicken Ordinance Discussion to the agenda.

Motion by Commissioner Dzurka seconded by Commissioner Hufnagel to approve the agenda as amended.

YEA: Hanover, Holden, Harger, Dzurka, Hufnagel, Eshelman, Mills

NAY: None

Motion carried.

3. APPROVAL OF MINUTES – NOVEMBER 8, 2023 MEETING

Motion by Commissioner Holden seconded by Commissioner Mills to approve the minutes as presented.

YEA: Hanover, Holden, Harger, Dzurka, Hufnagel, Eshelman, Mills

NAY: None

Motion carried.

4. NEW BUSINESS: NONE

5. OLD BUSINESS

A. Golf Cart Policies and Potential Amendment

Mayor Dzurka said it is important to share our research with other communities, insurance information, etc. He discussed the county's ORV ordinance. At this time, there is nothing on the books that allows golfcarts in the city; State legislation allows a city to pass policy to allow them.

There was a discussion of:

- The city commission might be hesitant to approve; behoove us to go to the city commission before.
 - Safety concerns; in exploration phase.
 - Commission interested, but want to know about safety.
- Concerns about use in areas of parking of higher density (Kroger, high school).
- Motor vehicles and golf carts; golf carts are not designed to take that kind of impact.
- A homeowners' policy is not going to be enough to cover.
 - You can get road insurance, but city would have to approve golf carts first.
- The county ordinance, passed ATV's not golf carts, they require helmets.
- Procedure: Planning Commission/City Commission.

Chairperson Hanover asked if there were any comments from the public.

Ed Brandon, lives outside of city and manages the hardware store, was present. He discussed: he knows golfcarts seem scary; what about mopeds; health insurance covers if there is a car accident; an opportunity to bring in business; we have a golfcart repair shop; the time slot move up may have kept people from coming; some bicycles go faster than a golfcart and are not insured; he has a golfcart at home and rides it; seatbelts can be bought on Amazon and lights; they go 20-25 miles at the most; Elsie. He asked about the stats on how many accidents involving golfcarts?

Chief Kirk was present. He said from the police department standpoint they assess safety. He discussed: collision ratings and things that happen to people on those can't be deemed safe; roads engineered for golfcarts is a different issue; no disputing there are unsafe bicycles, mopeds, and motorcycles on the streets; understand they are fun, mobility, save gas; their recommendation is from a very specific safety aspect; insurance: if allowable, there are riders you can put onto your auto insurance, one agent told him the claim would go to the driver with insurance coverage.

Chairperson Hanover said currently they are not allowed on the road.

There was a discussion of:

- Police enforcement
- Mopeds and electric bikes are allowed by the state already.
 - Technology has exceeded statutes.
- Clinton County ORV ordinance
- Possible to try for one year and look at what happens with the Mint Festival?
 - At commission level, they could set parameters.

Chris Khorey, McKenna, said on the county ORV, it applies on county roads and does not apply to the city. It is not intended to include golfcarts.

Mayor Dzurka asked if it was feasible to gather an overview of the public safety aspects of this to present to the commission so they understand.

Chairperson Hanover asked if Chris can work on this.

Mr. Khorey said potentially the chief has access to crash data.

Chief Kirk said crash data was included. He said he could get input from the ambulance and rescue personnel.

City Manager Gamble discussed a deeper scrub from the safety and insurance perspective and then do a deeper dive and start formulating the body of the ordinance.

Mayor Dzurka asked if the MML might be a resource with other communities that have adopted this. He asked Commissioner Eshelman if he had a chance to talk with Owosso.

Commissioner Eshelman said only with officials.

Chief Kirk said he did contact Owosso. He discussed an OUIL golfcart crash.

Alex Shinabarger, 609 W. Higham, was present. He said he was curious what a private parking lot has to do with golfcarts.

Chairperson Hanover said it is another part of the equation.

Mr. Shinabarger discussed one-wheel skateboards are allowed on the road.

Mayor Dzurka said that is not our choice. He said he was curious on quasi-street legal for communities and those who have set requirements. Is it safer and are they seeing less crashes?

Chief Kirk said a list of things that can be included. They are not engineered to withstand any kind of crash and discussed the fulcrum point on golfcarts. He said he can try to dig more specifically.

B. RV Parking Amendment

Chris Khorey, McKenna, discussed the first version is the one to look at.

- Changes in the latest draft
 - Section E
 - Allows permeable pavement to be used.
 - Allows zoning administrator to approve other hard surfaces.
 - Section F
 - New section, applies to driveway approaches.
 - Does not include any trigger based on sale of property. Does include trigger to pave approach at time of site plan approval.
 - Section G
 - Split into two sections, full size and small RV
 - Section H
 - Under 10,000 sf – park 1 outdoors
 - Discussion there is no minimum
 - 10,000-20,000 sf – park 2
 - Over 20,000 sf – park 3

Chairperson Hanover left at 4:55 pm

- Paved area definition.
- To store in wintertime, would have to obtain zoning permit and it doesn't have to be renewed.
- Summer RV, right now only allowed to park on side yard in grass, should be side and rear.
 - Zoning permit not required for this.
- Anyone can store on lot for 7 days (grace period).

There was a discussion of:

- Dimension for hard surface.
- Requirement for parking space in city.
- This is less restrictive.
- End of driveway.

Mr. Khorey said the threshold is site plan approval. If residential, you are not going to need site plan approval unless building a brand-new house.

There was a discussion of:

- Enforcement and shifting from being complaint-based to pro-active enforcement.
- Permit for storing outdoors in the winter.
- Unattached pick-up covers.
- Differentiation in size of trailers in both sections.
- Including Seadoos in this.
- Clarify not allowing people to park in the right-of-way.
- Setback.

Ken Skunda, McKenna, was present. He said the biggest thing we will have a problem with enforcement is the seven-day thing; it is never going to end. He said 48 hours is normal and easier to control. With a setback, 20' off the road is the norm; it gets them off road and stops blocking sidewalks. He said he thinks the winter/summer thing has to go; we need to have a set pattern. He said he would go with two recreational vehicles and wouldn't go with lot size.

Randy Paggett was present. He asked what is the purpose of the hard surface.

Mr. Skunda said sinking and it looks like it has been sitting there forever.

Mr. Paggett asked about hard surface, can 22a road gravel be used?

Mr. Khorey said not in the current draft.

Ryan Doty was present. He said he had his set on pavers which had a base of sand and rock underneath and it never sank. He said it was behind the home line and had a camper for 8 years. He said he then put it towards the front of property (corner lot). He discussed paying extra money to store a camper somewhere and they don't allow you to work on it.

Commissioner Eshelman asked if they could go to a public hearing on this?

There was a discussion of needing some more modifications and bringing it back for one more discussion and then having a public hearing.

Chris Khorey left at 5:29 p.m.

C. 2024 Planning Commission and Zoning Board of Appeals Meeting Dates

Motion by Commissioner Dzurka seconded by Commissioner Eshelman that the planning commission approve the 2024 PC and zoning meeting dates for 2024.

YEA: Holden, Harger, Dzurka, Hufnagel, Eshelman, Mills

NAY: None

Motion carried.

D. Chicken Ordinance Discussion

Mr. Skunda discussed the part where it can be constructed out of: tarps, plastic, rubber, cardboard. We need clarification that enforcement can approve tarps. We need to put something in there; we don't want it made out of tarps. He said to have zoning do the ok on it.

There was a discussion of:

- Regular tarps and tarps that are sold with chicken coops.
- Language needed that the actual chicken coop cannot be constructed out of a tarp.

- Work with Chris Khorey on the language.

6. COMMITTEE SITE PLAN APPROVALS: NONE

7. RECESS – MEETING RESUMES AT 5:30 P.M.

There was no recess taken.

8. PUBLIC HEARINGS

A. Rental Inspection Checklist Public Hearing and Action on Amendments

Motion by Commissioner Dzurka seconded by Commissioner Hufnagel that the planning commission open the public hearing.

YEA: Holden, Harger, Dzurka, Hufnagel, Eshelman, Mills

NAY: None

Motion carried.

The public hearing was opened at 5:38 p.m.

Mr. Skunda said Terry Black is one of our committee members we sat with. We think we came up with a good, agreeable thing. He said he was happy to see we would be getting some of these things on there. It was sent back and forth several times.

There was a discussion of:

- The committee process and the landlords' involvement.

Terry Black, 308 N. Swegles, was present. He said he was really happy with how it turned out; there was a lot of give and take. He said he did not want a rental inspection and there are two sides to every story. He said John Thelen expressed interest in asking you if everyone on the list had been informed.

City Manager Gamble said we are checking into a list serve software for all meetings. He said it is hard to address individual groups with priorities. He said the efforts of the committee were excellent. He mentioned there was some debate about the furnace certification. We had a situation in an apartment building here in the city and they did have a carbon monoxide monitor and it went off just in the nick of time. There would have been multiple deaths without that.

There was a discussion of:

- A furnace inspection.
- Rental inspection checklist and knowing we would learn some things in the first year and make changes to the checklist.
- The checklist is less restrictive than other cities.
- The work of the committee.

Motion by Commissioner Dzurka seconded by Commissioner Holden that the planning commission close the public hearing.

YEA: Holden, Harger, Dzurka, Hufnagel, Eshelman, Mills

NAY: None

Motion carried.

The public hearing was closed at 6:05 p.m.

Motion by Commissioner Dzurka seconded by Commissioner Hufnagel that the planning commission approve the checklist as presented.

YEA: Holden, Harger, Dzurka, Hufnagel, Eshelman, Mills
NAY: None
Motion carried.

9. PUBLIC COMMENT FOR NON-AGENDA ITEMS

There were none.

10. COMMISSIONER COMMENTS

Commissioner Holden discussed flipping houses and a friend in Lansing that bought a house and the issues he faced.

Commissioner Mills commended the work on golf carts. He said they had a thorough discussion on it and he sees the potential. He said we know they are being used and if we have concerns, isn't it best to have safety measures to allow them. He said not to forget the DDA supports this. Let's try it for a night and see what happens.

Commissioner Eshelman said ADA still applies to golfcarts if it is a true medical clearance and they have the stickers.

11. ADJOURNMENT

Motion by Commissioner Dzurka seconded by Commissioner Holden that the Planning Commission adjourn the meeting.

YEA: Holden, Harger, Dzurka, Hufnagel, Eshelman, Mills

NAY: None

Motion carried.

The meeting was adjourned at 6:11 p.m.



Memorandum

TO: City of St. Johns Planning Commission
FROM: Christopher Khorey, AICP, Senior Principal Planner
SUBJECT: **Minimum Parking Requirement Amendments**
DATE: January 3, 2024

In recent years, St. Johns has experienced more demand for development (particularly residential development) on the edges of its downtown. While this development is considered desirable under the City's Master Plan and Downtown Plan, the approval processes have been hampered by parking concerns. Projects have had to use unwieldy Conditional Rezoning processes, and haggling between the City and developers over the number of parking spaces has been common.

The Planning Commission has developed a proposed set of amendments regarding downtown parking. The amendments are scheduled for a public hearing on January 10, 2024. This memo includes the context for the amendments.

CURRENT PARKING REQUIREMENTS

Currently, there are two levels of parking requirements in the Zoning Ordinance: the CBD Central Business District Zoning District and Everything Else. The CBD District exempts all uses from minimum parking requirements. All other districts are subject to the parking requirements in Section 155.342 of the Zoning Ordinance. For residential developments, the requirement is two parking spaces per unit.

This creates an "all or nothing" situation, as shown on the map on the following page.



No Parking Requirement



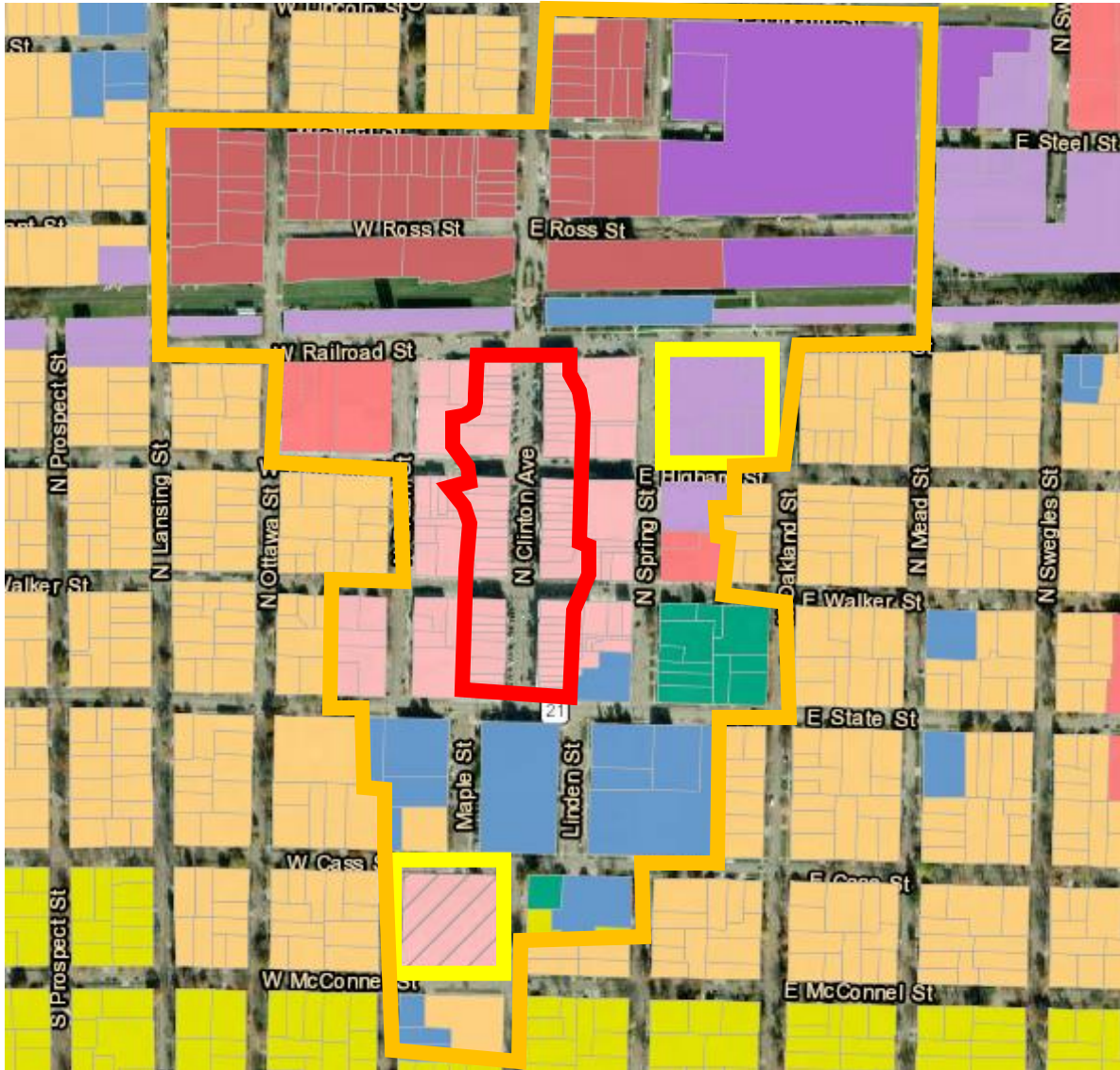
Conditional Rezoning Agreements






PROPOSED PARKING REQUIREMENT REVISIONS

The strategy for parking requirements has three levels:

- **Parking Exempt Zone:** This area would be reduced from the current CBD District to encompass just the core downtown shopping district along Clinton Avenue. Developments with 10 or more housing units would be required to provide parking, even if they are in the Parking Exempt Zone. They would be subject to the rules of the Parking Reduction Zone instead.
- **Parking Reduction Zone:** We recommend that this area allow reductions from the parking requirements in Section 155.342, such as the following:
 - **Residential:** 1.25 spaces per dwelling unit (reduction from 2 spaces per dwelling unit). The parking requirement could be reduced to as low as 1.15 spaces per dwelling unit, based on the automatic reductions described below.
 - **Non-Residential:** 85% of the requirement in Section 155.342, with the possibility to reduce down to as low as 75% using the reductions below.
 - **Off-Site Parking Lot by Special Use Permit:** A private, off-site parking lot could be established to meet some or all of the parking requirement, but would be subject to a Special Use Permit.
 - **Automatic Reductions:**
 - **Bike Racks:** 1 parking space would be removed from the minimum requirement for every 5 bike racks provided at the development.
 - **Curbside Pickup Spaces:** Curbside Pickup parking spaces would count as 1.5 spaces each, for purposes of determining compliance with the required minimum, because parkers using curbside pickup spaces occupy the space for less time than a regular parking space.
 - **Payment in Lieu of Parking:** A developer could pay to reduce the minimum parking requirement. We recommend that the fee be significant, and reflect the City's actual costs to construct and maintain public parking spaces – something on the order of \$15,000 per space. This system could be used to replace required private off-street parking with public on-street parking, which has been done in the past, but has not had a formalized mechanism.
- **Full Parking Zone:** This area would include the rest of the City and would be subject to the full requirements of Section 155.342.



-  Parking Exemption Zone
-  Parking Reduction Zone
-  Conditional Rezoning Agreements



OTHER ASPECTS OF AMENDMENTS

Expansion of the Parking Reduction Zone or Parking Exempt Zone

The Amendments include criteria for City Commission approval of an expansion of the boundaries of the Parking Reduction Zone or Parking Exempt Zone. One key criteria should be that the site in question must be adjacent to the existing boundaries.

Uses Not Listed in Section 155.342.B

Currently, all uses listed in Section 155.342.B are required to provide the number of spaces listed in the chart in that section, or one space per two employees, whichever is more. However, the City has not been applying the “whichever is more” standard in recent years, and the number of employees for a given use is subject to change following site plan approval.

Therefore, the amendments revise Section 155.342.B to state that all uses not listed in the chart shall provide parking at a rate of 1 space per 500 square feet or gross floor area, and the “whichever is more” standard has been removed.

Mixed Use/Joint Use: Currently, mixed use developments have to provide the full minimum parking requirement for all uses (Section 155.340.H), but “joint use” parking lots can have their parking requirement reduced to 50% of each use by the Planning Commission or Zoning Administrator. The amendments would clarify that any joint use parking lot, or parking lot for a mixed use development, shall be required to provide 50% of the combined minimum parking spaces for the uses using the lot.

Section 155.343.J: This section currently reads:

The Planning Commission may modify the above standards when a demonstrated need is documented by the applicant and the Planning Commission determines that the proposed alternative complies with the intent of this chapter.

It is not clear what the Ordinance means by “the above standards.” Section 155.343 is the design and construction requirements for parking lots, which should not be waived for health and safety reasons. This language has been used to waive the standards of Section 155.342, which includes the number of required parking spaces, but it’s not clear that that was the intent. With the Parking Exemption and Parking Reduction Zones in place, this section is eliminated in the proposed amendments.

Drive Aisle Width

Section 155.343.C has been revised in the amendments to clarify that all drive aisles accessing parking space must be at least 20 feet wide.

Electric Vehicle Chargers

The Amendments also include standards for electric vehicle chargers. EV chargers would be exempted from the requirements for accessory structures, but prohibited from reducing the size or number of parking spaces within a lot.

I look forward to discussing this topic at the public hearing on January 10.

OFF STREET PARKING AND LOADING/UNLOADING AREA REQUIREMENTS

§ 155.340 OFF-STREET PARKING GENERAL REQUIREMENTS.

(A) Parking spaces required. Parking spaces shall be provided and adequately maintained in all applicable zoning districts, except ~~the CBD District~~ within the Parking Exemption Zone, for the off-street storage of motor vehicles for the use of occupants, employees, and patrons of each building and premise, and of such extensions, alterations, additions or changes in use of such building or premise as specified in § 155.342. These spaces shall be provided in amounts not less than hereinafter specified which shall not subsequently be reduced below the requirements of this chapter.

(B) Loading spaces not parking spaces. Loading space as required in § 155.344 shall not be construed as supplying required off-street parking space.

(C) Existing parking. Existing off-street parking facilities provided on the effective date of this Code and actually being used at that date for the parking of automobiles in connection with the operation of an existing building or use shall not hereafter be reduced below, or if already less than, shall not be further reduced below the requirements of this chapter for a similar new building or use.

(D) Change in requirements. Whenever after the effective date of this Code there is any change in use or any increase in number of employees, or an increase in floor area, or in any other unit of measurement specified in § 155.342, additional off-street parking facilities shall be provided on the basis of resultant change.

(E) Joint ~~use~~ Use and Mixed Use Developments. The joint use of parking facilities by two or more uses, including mixed uses on the same lot, is recommended whenever such use is practicable and satisfactory to each of the uses intended to be served, and when all requirements for location, design and construction can be satisfied.

~~(1) In computing capacities the minimum parking requirements of any joint use parking lot, or parking lot for a mixed use development, the total spaces provided requirement is the sum of the individual requirements that will occur at the same time. If peak space requirements for individual uses occur at distinctly different time from the peak requirements for other joint uses, the maximum capacity required for joint use may be reduced by the Planning Commission during site plan review to a total that is less than the sum of total individual space requirements, but shall not be less than 50% of the off-street parking facilities required of the uses computed separately. For projects that do not require site plan review, the Zoning Administrator shall have the authority to similarly reduce the number of parking spaces required.~~

(2) A copy of an agreement among joint users shall be filed with the application for a zoning permit. The agreement shall include a guarantee for continued use of the parking facility for each party to the joint use.

(F) Floor area. For the purpose of § 155.342 the unqualified term "floor area" shall mean the sum of the gross horizontal areas of the several floors of a building used or intended to be used for office, merchandising or services to the public as customers, patrons, clients, patients or tenants, including areas occupied for fixtures and equipment used for display or sale of merchandise, but excluding floor areas which are used exclusively for storage, for housing of mechanical equipment integral with the building, for maintenance facilities, or for those areas so restricted that customers, patients, clients, salesmen, and the general public are denied access.

(G) Uses not mentioned. In the case of a use not specifically mentioned, requirements for off-street parking for a use which is mentioned and which is most similar to the use not mentioned shall apply, as may be determined by the Zoning Administrator.

~~(H) Mixed use. In the case of mixed uses, the total requirements for off street parking facilities shall be the sum of the requirements of the individual uses computed separately, provided that this provision shall not apply where a use is accessory to the main use and is not intended to serve additional patrons or employees.~~

Commented [CK1]: This section has been combined with Section E above.

~~(H)~~ Parking facilities allocated once. Off-street parking facilities for one use shall not be considered as providing required parking facilities for any other use except as specified in division (F) of this section for joint use.

(H) Fractional spaces. When determination of the number of off-street parking space required by this chapter results in a requirement of a fractional space, any fraction in excess of one-half shall be counted as one parking space.

~~(K)~~ Location of parking areas. Off-street parking areas shall be located in relation to the use they are intended to serve in accordance with the following table.

All Uses Except Industrial Uses	On the same or an adjoining lot or parcel of land
Industrial Uses	On the same or an adjoining lot or parcel of land except that an area for joint operation of parking facilities shall be located within desirable walking distance of the joint users' operations.

~~(K)~~ Use of parking spaces. No required parking spaces shall be used for storage of material, refuse, refuse containers, display of merchandise, including vehicles, or for the repair or servicing of machinery.

~~(M)~~ Barrier free parking spaces. Barrier free parking shall be provided in accordance with the current standards and rules of the Michigan Department of Labor, Construction Code Commission, Barrier Free Design Division.

(AM) Off-street parking spaces shall not be built within a road or street right-of-way.

(Ord. 616, passed 9-23-2013)

§ 155.341 OFF-STREET PARKING REGULATIONS WITHIN A RESIDENTIAL DISTRICT.

(A) Intent. These off-street parking regulations have been adopted to improve safety, traffic circulation and aesthetics within residential districts in the city. They are intended to regulate parking patterns and the location and quality of parking areas in residential areas over the long term. It is not the intent of these regulations to regulate temporary, infrequent and irregular occurrences.

(B) All residential buildings or non-residential buildings in a residential district shall be provided with required parking areas on the same lot with the building or on a lot immediately adjacent to the lot with the building intended to be served, but not more than 100 feet from the building it is servicing.

(C) No repairing, modifying, or operations shall be allowed upon any vehicle, otherwise properly parked on a residential property, for a period in excess of 24 hours, except within fully enclosed buildings or if it is determined that such repair, modification, or operation will not constitute a nuisance or annoyance to adjoining property owners or occupants. Any such work within any 24-hour period allowed under this provision shall not, however, consist of any major repair, redesigning, modifying, or dismantling work but only such occasional minor work as may be required to maintain a vehicle in normal operating condition.

(D) In the event the foregoing regulations create any special hardship beyond the control of a particular resident, the Zoning Administrator is hereby given the authority to grant permission to an applicant to operate contrary to the provisions hereof for a limited period of time not to exceed 14 days.

(E) Required parking areas including driveways shall be constructed from materials that provide a hard surface (concrete or asphalt), shall be drained properly, and shall be maintained in a safe and usable condition. Other surfaces may be used with prior approval from the Zoning Administrator.

(F) Recreational vehicle means any self-propelled or towed vehicle intended primarily for recreational purposes and shall include, but not be limited to, motor homes, travel trailers, tent trailers, collapsible trailers, expandable trailers, pick-up coach campers, unattached pick-up covers, motorcycle trailers, snowmobile trailers, utility trailers, vehicle transporting trailers, stock car trailers, camping trailers, boat trailers, snowmobiles, trail bikes or cycles, unlicensed motorcycles or motor driven cycles, pontoon boats, rafts, ATV's, golf carts, and boats.

(G) Storage and parking of recreational vehicles within all residentially zoned districts shall comply with the following:

Commented [CK2]: Proposed amendments to this section, which are not the subject of the January 10 public hearing, are included elsewhere in the meeting packet.

(1) Other than in an enclosed building, no person shall park or store more than one item of recreational equipment upon any lot or parcel.

(2) All such vehicles shall remain unoccupied and shall not be connected to sanitary sewer facilities or have a fixed connection to electricity, water, or gas, except that the parking and occupancy of a recreational vehicle on private property shall be permitted for a period not to exceed two weeks, but not to exceed four times a year.

(3) Recreational vehicles stored on any city lot or parcel between October 16 through April 30 must be parked on a hard surface (asphalt or concrete). Recreational vehicles must be parked behind the front line of the house. Parking is allowed in the side yard on the grass from May 1 through October 15. (See graphic below.)

(4) Corner lots have two front yards and two side yards (see graphic below). The Zoning Administrator has the authority to grant residents on a corner lot permission to park their recreational vehicle in their side yard from May 1 through October 15. (See graphic below.)

(H) No parking is allowed in the rear of buildings except in garages, driveways leading to garages, and other parking spaces approved by special use permit.

(I) Not more than three outdoor parking spaces are permitted on a residential lot unless additional spaces are permitted by special use permit.

(J) Motor vehicles shall be allowed to be parked only on a parking area or driveway. A parking area is defined as that portion of a lot used for the exclusive purpose of parking a motor vehicle. A driveway is defined as the maneuvering lane needed to allow vehicles to move from the street to a garage or to a public parking area at the far end of the maneuvering lane. The driveway and parking area shall not be located in front of the residential structure.

TABLE 13-2	
Parking Requirements	
Use	Parking Requirements
TABLE 13-2	
Parking Requirements	
Use	Parking Requirements
Dwelling	Two spaces for each residential living unit in any residential living unit in any residential classification.
Housing for the Elderly	One space per unit plus one space per employee. If units revert to general occupancy, the two spaces per unit shall be provided.
Rooming and boarding houses and bed-and-breakfasts	One space per room afforded plus two spaces for the owner or managers.
Motels-hotels	One space per guest bedroom plus one space per employee of largest shift.
Car Washes	One space per employee of the largest shift.
Hospitals nursing homes	One space for each four beds.
Theaters, auditoriums, stadia, sports arenas	One space per four seats.
Churches	One space for each five seats in the main worship unit.
Dances halls, assembly and exhibition halls without fixed seats; community center, civic clubs, private clubs, lodges, and other similar type occupancy	One space per four persons of legal capacity.
Banks, business and professional offices	One space per 200 square feet of floor area.
Medical or dental offices and clinics	One space per 300 square feet of floor area or five spaces per doctor or dentist, whichever is greater.
Mortuaries and funeral homes	One space for every 25 square feet of floor area of chapels and assembly rooms.
Furniture and appliance stores, motor vehicle sales, machinery sales, personal service shops, household equipment or furniture repair shops, clothing and shoe repair or service shops, and hardware stores	One space per 200 square feet of floor area.
Convenience Store	One space per 250 square feet of floor area plus any spaces required for gas pumps.
Supermarket, self-service food stores	One space per 200 square feet of floor area.
All other retail stores	One space per 500 square feet of floor area.
Barbershops and beauty parlors	Two spaces per chair.
Restaurants and cafeterias	One space per four patron seats.
Bowling alleys	Five spaces per lane.

Elementary and junior high schools	One space per each instructor, plus one space per each employee and administrator, plus drop-off areas for school buses, plus spaces required for any assembly hall, auditorium and/or outdoor arena.
Senior high schools	One per each instructor, plus two per each employee and administrator, plus five spaces per each classroom, plus drop off areas for school buses, plus parking required for any assembly hall, auditorium or outdoor arena.
Auditorium, assembly halls and outdoor areas	One space per each three seats or six feet of bleachers.
Libraries, museums, post office	One space per 800 square feet of floor area.
Gasoline service stations	Two spaces per service bay plus one space per employee of largest shift.
Manufacturing and industrial uses other than warehouses, storage buildings, wholesale establishments	One space per employee of the largest working shift plus five visitor spaces; or one space for every 600 square feet of gross floor area of building, whichever bases provides the greater parking accommodations.
Warehouses, storage buildings, wholesale establishments	One space per 1,000 square feet of floor area.
Video Rental Establishments	One space per 100 square feet of floor area, with a minimum of eight spaces.
Miniature Golf Course	One and a quarter (1.25) spaces per hole plus one space per employee of the largest shift.
Driving Range	One spaces per driving tee plus one space per employee of the largest shift.

(C) **Parking Exemption Zone.** The Parking Exemption Zone is hereby established, and shall be designated on the official City of St. Johns Zoning Map. The purpose of the Parking Exemption Zone shall be to maintain the historic, walkable character of St. Johns, and recognize the public investment in on-street and other public parking, by eliminating most parking requirements within its boundaries.

(1) Within the Parking Exemption Zone, there shall be no minimum parking requirement for any land use, except that any lot containing 10 or more dwelling units must provide 1.15 off-street parking spaces per dwelling unit.

(2) The City Commission, upon recommendation from the Planning Commission and following the procedure in Sections 155.385-389, may add a lot or group of lots to the Parking Exemption Zone. In making a recommendation to the City Commission, the Planning Commission shall consider the following:

(a) The lot, or group of lots, must be adjacent to the existing Parking Exemption Zone.

(b) The lot, or group of lots, must be either developed with a walkable, historic character similar to the core of St. Johns, or be subject to a development proposal that would construct infill development with a similar walkable, historic character to the existing core.

Commented [CK3]: See Page 4 of the accompanying memo for the proposed boundaries of the Parking Exemption Zone.

c) Approving the expansion of the Parking Exemption Zone shall not place a burden on existing public or private on-street and off-street parking spaces. In reviewing this criteria, the Planning Commission shall determine where the residents, employees, and/or customers of the newly exempt lots would park, and whether those parking areas have sufficient capacity.

d) Approving the expansion of the Parking Exemption Zone must affirmatively further the goals of the City of St. Johns Master Plan, Downtown Plan, or both.

(D) **Parking Reduction Zone.** The Parking Reduction Zone is hereby established, and shall be designated on the official City of St. Johns Zoning Map. The purpose of the Parking Exemption Zone shall be to recognize the walkable character of the immediate surroundings of Downtown St. Johns, and to allow investment and development in that area without the need for large parking areas which create hazards to walkability and harm economic vitality. However, the Parking Reduction Zone acknowledges the need for automobiles for personal mobility, and therefore the need to require parking, even at a reduced level compared to the base requirements of this Ordinance.

Commented [CK4]: See Page 4 of the accompanying memo for the proposed boundaries of the Parking Reduction Zone.

(1) Within the Parking Exemption Zone, the minimum parking requirements shall be as follows. These requirements shall supersede the requirements in Section 155.342.B

(a) **Residential Uses:** 1.25 parking spaces per dwelling unit. This may be reduced to 1.15 parking spaces per dwelling unit using the automatic reductions in Section c below.

(b) **Non-Residential Uses:** 85% of the minimum parking requirement as described in Section 155.342.B. This may be reduced to 75% of the minimum parking requirement as described in Section 155.342.B using the automatic reductions in Section c below.

(c) **Automatic Reductions:** The following shall automatically reduce the parking requirement as described in Sections a and b above.

(i) **Provision of Bicycle Parking.** The minimum automobile parking requirement shall be reduced by 1 space for every five spaces made available for secured, on-site parking of bicycles.

(ii) **“15 Minute” Spaces.** For non-residential uses only, parking spaces designated with a time of limit of 15 minutes or less shall each count as 1.5 spaces towards the minimum parking requirement. Reserving spaces for curbside pickup, ride sharing, and other short-term parking occupancy reduces the overall parking need, and therefore qualifies for a reduction under this Ordinance.

(iii) **Payment in Lieu of Parking.** At the time of Site Plan Approval, an applicant may make payment to the City in lieu of providing parking. The required fee per parking space removed from the minimum

requirement shall be set by the City Council by resolution. The City shall set aside all funds received from Payments in Lieu of Parking for improvements to the public parking system, both on-street and off-street, in and around Downtown St. Johns.

(2) The City Commission, upon recommendation from the Planning Commission and following the procedure in Sections 155.385-389, may add a lot or group of lots to the Parking Reduction Zone. In making a recommendation to the City Commission, the Planning Commission shall consider the following:

(a) The lot, or group of lots, must be adjacent to the existing Parking Reduction Zone.

(b) The lot, or group of lots, must be either developed with a walkable, historic character similar to the core of St. Johns, or be subject to a development proposal that would construct infill development with a similar walkable, historic character to the existing core. In the context of the Parking Reduction Zone, the "walkable, historic character" shall include the close-in neighborhoods of the City, which include single family homes and small multi-family residential laid out in a grid pattern on small lots.

c) Approving the expansion of the Parking Reduction Zone shall not place a burden on existing public or private on-street and off-street parking spaces. In reviewing this criteria, the Planning Commission shall determine whether the reductions included in the Parking Reduction Zone would create overflow parking needs, and how those overflow needs would impact other parking areas in the vicinity.

d) Approving the expansion of the Parking Reduction Zone must affirmatively further the goals of the City of St. Johns Master Plan, Downtown Plan, or both.

(Ord. 616, passed 9-23-2013)

§ 155.343 DESIGN-CONSTRUCTION REQUIREMENTS AND PERMITTED USE OF VEHICLE PARKING.

(A) No repairs or service to vehicles and no display for purposes of sale shall be carried on or permitted upon such premises.

(B) A minimum space dimensions of ten feet wide and 20 feet deep shall be provided for each vehicle parking space; each space shall be definitely designated and reserved for parking purposes; each space shall be accessible separately from a street; each parking area shall be so designed and marked as to provide for orderly and safe movement and storage of vehicles.

(C) Except for parking spaces provided on residential lots, ~~an access drive~~ drive aisle of at least 20 feet in width shall be provided accessing all parking spaces. ~~Complying with the minimum requirements shown in table 13-1.~~

(D) Except for parking spaces provided on residential lots, no parking area shall be constructed less than 1,000 square feet in area.

(E) Parking areas shall be covered with a pavement having an asphalt or Portland cement binder and shall be graded and provided with adequate drainage facilities in compliance with the City of St. Johns Drain Code. Curb and gutter shall be provided around the perimeter of the parking area.

(F) When lighting facilities are used, they shall be so arranged that any light source shall not be visible from any point beyond the parking area lot lines.

(G) Landscaping, fences and walls shall be provided in conformance with §§ 155.295 through 155.304 of this chapter.

(H) No signs shall be erected on the premises, except one at each of the points of ingress and egress, and such sign may bear the name of the operator of the lot and the enterprise it is intended to serve. Such signs shall not exceed ten square feet in area and an overall height of ten feet. However, signs for the orderly and safe movement of pedestrian and vehicular traffic in the parking area may be used as required.

(I) Curb blocks are prohibited.

~~(J) The Planning Commission may modify the above standards when a demonstrated need is documented by the applicant and the Planning Commission determines that the proposed alternative complies with the intent of this chapter.~~ **Electric Vehicle Chargers:** Electric Vehicle Chargers are permitted in all parking lots, and are not subject to the regulations in Section 155.184 and 155.189 regarding accessory structures. No electric vehicle charger shall be designed or located in such a way as to reduce the dimensions of a parking space or drive aisle below the minimums established in this section, nor shall any electric vehicle charger be designed or located to reduce the number of parking spaces in a lot below the minimums established in this Ordinance.

~~(K) Driveway approaches (between the sidewalk and the road) shall be constructed from materials that provide a hard surface (concrete, asphalt, or permeable pavement material), shall be drained properly, and shall be maintained in a safe and usable condition. For any property with a driveway approach that does not meet this requirement, the driveway shall be upgraded to the required material at the time of zoning approval for any site improvement that adds pavement or buildings, or any other improvement that requires Site Plan Approval (Administrative, Committee, or Planning Commission).~~

Commented [CK5]: Moved from Section 155.341 and now part of general parking amendments, rather than RV parking amendments.

(Ord. 616, passed 9-23-2013)

§ 155.344 LOADING-UNLOADING SPACES REQUIREMENTS.

(A) On and after the effective date of this Code there shall be provided, on the same lot with all new or substantially altered uses or structures, off-street loading and unloading facilities as required herein.

(B) Industrial uses, warehouses, terminals, retail stores, hotels, hospitals, mortuaries, laundry and dry cleaning establishments, wholesale stores, and other similar uses customarily receiving or distributing goods by motor vehicle - Gross Floor Area: 5,000 square feet to 20,000 square feet - one space; each additional 20,000 square feet or fraction thereof - one space.

(C) Each off-street loading and unloading space shall not be less than ten feet in width and 70 feet in length unless the Planning Commission determines during site plan review that a larger area is required based on the characteristics of the proposed use and its loading and unloading needs.

(Ord. 616, passed 9-23-2013)

§ 155.345 DESIGN STANDARDS OF LOADING-UNLOADING SPACES.

(A) Each required off-street loading berth shall be designed with appropriate means of vehicular access to a street or alley in a manner which will least interfere with traffic movement.

(B) All open off-street loading berths shall be improved with a pavement of asphaltic concrete, or other comparable, all-weather, dustless material of similar durability.

(C) No signs shall be displayed in any loading area except such signs as may be necessary for the orderly use of the loading area. Off-street loading space as required under § 155.344 shall be provided as area additional to off-street parking space as required under § 155.342 and shall not be considered as supplying off-street parking space.

(Ord. 616, passed 9-23-2013)



January 3, 2024

Planning Commission
City of St. Johns
100 E. State Street, Suite 1100
St. Johns, Michigan 48879

Subject: Northwoods of St. Johns (709 E. Gibbs Street) Site Plan Review #3

Dear Planning Commissioners,

As requested, we have reviewed the submitted Site Plan for “Northwoods of St. Johns”, a 22-unit residential condominium development proposed for the northeast corner of Gibbs Street and Joyce Lane.

The applicant proposes the construction of 11 duplexes – 8 on Joyce Lane and 3 on Gibbs Street – for a total of 22 dwelling units. Yard space, including a large communal yard adjacent to the existing apartments to the East on Randy Lane, would be common areas, maintained by a homeowner’s association.

The parcel was rezoned to R-3 High-Density Residential from GC General Commercial in 2022. Duplexes are a permitted use by right in R-3 District, so only a Site Plan is required, though both McKenna and the City Attorney will need to review the Master Deed and By-Laws prior to the issuance of a Building Permit.

Our comments regarding the criteria for approving the Site Plan are as follows:

Site Plan (Physical Characteristics). The following are our comments on the submitted site plan:

- a. Dimensional Standards.** Guidelines for dimensional standards are outlined in Section 155.170 Table of Dimensional Requirements. No lot splits are proposed because the development will be a condominium.

Because the lot is a corner lot, either Gibbs Street or Joyce Lane can be considered the Front Lot Line. We have determined that Gibbs Street is the more favorable choice for the design of the development, and the analysis below reflects that. With Gibbs as the front lot line, the northern lot line is the rear lot line, the Joyce frontage is a “secondary street frontage”, with the same requirements as a front lot line, and all other lot lines are side lot lines. Units 1 and 2 do not meet the rear yard setback requirements, with a setback of approximately 15 feet from the Northern lot line. We recommend shifting units 1-6 slightly South towards the Sanitary Sewer easement to ensure enough space for the rear setback for Unit 1.

Standard Type	Ordinance Requirement (R-3)	709 E. Gibbs Conditions	Ordinance Compliance
Minimum Lot Area	4,356 sq. ft. per dwelling unit	5.19 acres	Yes
Minimum Lot Width	75 feet	157.55 feet	Yes



Minimum Front Yard Setback	10 feet	19 feet (Units 1-2) 21 feet (Units 3-16) 35 feet (Units 17-22)	Yes
Minimum Side Yard Setback	10 feet	35 feet (Unit 2 to Unit 3) 35 feet (Unit 4 to Unit 5) 71 feet (Unit 6 to Unit 7) 24 feet (Unit 8 to Unit 9) 22 feet (Unit 10 to Unit 11) 22 feet (Unit 12 to Unit 13) 22 feet (Unit 14 to Unit 15) 30 feet (Unit 16 to Unit 17) 25 feet (Unit 18 to Unit 19) 25 feet (Unit 20 to Unit 21) 10.3+/- Feet (Unit 22 to East Property Line)	Yes
Minimum Rear Yard Setback	35 feet	15 feet	No
Maximum Building Height	30 feet	<u>Not Submitted</u>	<u>Not Submitted</u>
Maximum Lot Coverage	55%	<55%	Yes
Minimum Dwelling Unit Size	500 sq. ft.	>500 sq. ft.	Yes
Maximum Residential Density	10 per acre	~4.24 units per acre	Yes

2) Parking, Loading, and Access.

- a. **Garage and Driveway.** Each duplex would have a single driveway, leading to a garage, though the design of the garages has not been submitted. The driveway would have space for two cars. The garages appear to be large enough for two cars, but the size of the garages must be confirmed.



b. Number of Spaces. The site will be required to have the following number of parking spaces:

- 22 Residential Units x 2 Spaces per Unit = 44 spaces

Assuming the garages are, in fact, large enough to hold two cars each, there are 44 spaces shown – 22 in the garages and 22 in the driveways.

c. Location of Spaces. Section 155.341.J of the Zoning Ordinance distinguishes between “driveways” and “parking areas” for duplexes. There are “no parking areas” on the plans – only driveways. The driveways all lead to garages, so they are in compliance with Section 155.341.J.

d. Barrier-Free Spaces. There is no need for designated barrier free spaces for duplex residential structures.

e. Dimensions. There is no need for parking space dimensions for duplex residential structures.

f. Loading Spaces. There is no need for designated loading spaces for duplex residential structures.

g. Sidewalks. Sidewalks have been proposed along both Gibbs Street and Joyce Lane, where they will connect to existing sidewalks to the north (along Joyce) and the east (along Gibbs).

3) Landscaping. The Planning Commission should decide if a landscaping plan for this duplex is necessary.

a. Buffer Zone. There is no requirement for a designated buffer zone between. However, the large “back yard” between the duplexes and the apartments on Randy Lane will preserve green space in the neighborhood. No trees should be removed from the area to be preserved, unless the applicant wishes to propose the removal of specific weed or invasive species. If so, the applicant must submit a plan for review by McKenna.

Additionally, the condominium bylaws must specify that the preserved green space will be maintained by the homeowner’s association.

b. Parking Lot Landscaping. There is no need for designated parking lot landscaping for duplex residential structures.

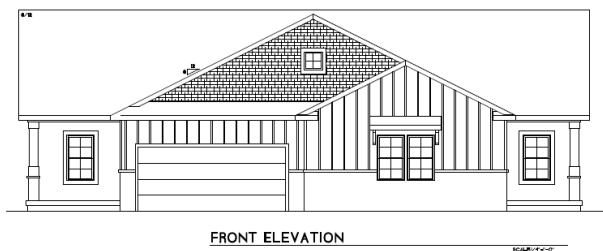
c. Right-of-Way Landscaping. Section 155.299.B requires one tree per 30 feet of frontage. These trees may be located in the front yard or may be approved by the City’s Department of Public Works (DPW) to be located between the sidewalk and the street.

The Gibbs Street frontage is 279.74 feet wide, for a requirement of 10 trees. The Joyce Lane frontage is 674.78 feet wide, for a requirement of 23 trees. The recommended number of trees are shown to be located along the front lot lines of each dwelling unit.



- d. Landscaping Adjacent to Buildings.** There is no need for designated landscaping adjacent to buildings for duplex residential structures.
- 4) **Lighting.** Duplexes are exempt from formal lighting standards. However, each unit should have either a front yard light or a porch light, as well as a light over the rear entrance. These lights should be shown on the plan, with specs for the light fixtures submitted as well.
- 5) **Trash Receptacles.** The homes will have residential garbage pickup and trash receptacles. Use of trash receptacles should follow requirements of Section 150.131(M). No revisions to the Site Plan are needed for trash pickup.
- 6) **Design Standards (Section 155.185.H).** Section 155.185.H requires single-family units to be consistent in design with the homes around it. We recommend that duplex units be held to the same architectural standard.

The following images have been submitted to demonstrate compliance with Section 155.185.H. The architecture and building materials will elevate their surroundings, and be high quality housing units for the City. We recommend that the design be approved.



- 7) **Signage.** No signage has been proposed, other than addresses.



- 8) Utilities and Curb Cuts.** Utility connections and driveway/curb cut permits must be approved by the Department of Public Works prior to the application for a Building Permit to Clinton County.

RECOMMENDATION

We recommend that the Planning Commission approve the Site Plan for the proposed duplexes, with the following conditions to be reviewed by City Staff and Consultants:

- 1) The rear yard setback for proposed unit 1 needs to reach the minimum 35-foot setback. We recommend shifting units 1-6 slightly South to meet the rear yard setback requirement from the North lot line.
- 2) The following dimensional information must be submitted:
 - a. The height of each of the 22 dwelling units.
 - b. The size of the garages for each dwelling unit.
- 3) The following landscaping information must be submitted:
 - a. A listing of any weed or invasive species to be removed from the preserved portion of the site.
- 4) Location and specifications of the light fixtures proposed for each unit.
- 5) Review and Approval of the Condominium By-Laws and Master Deed by McKenna and the City Attorney.
- 6) Review and Approval of Utility Connections and Curb Cuts by the Department of Public Works.
- 7) Review and Approval by the City Consulting Engineer.

Please let us know if you have any questions.

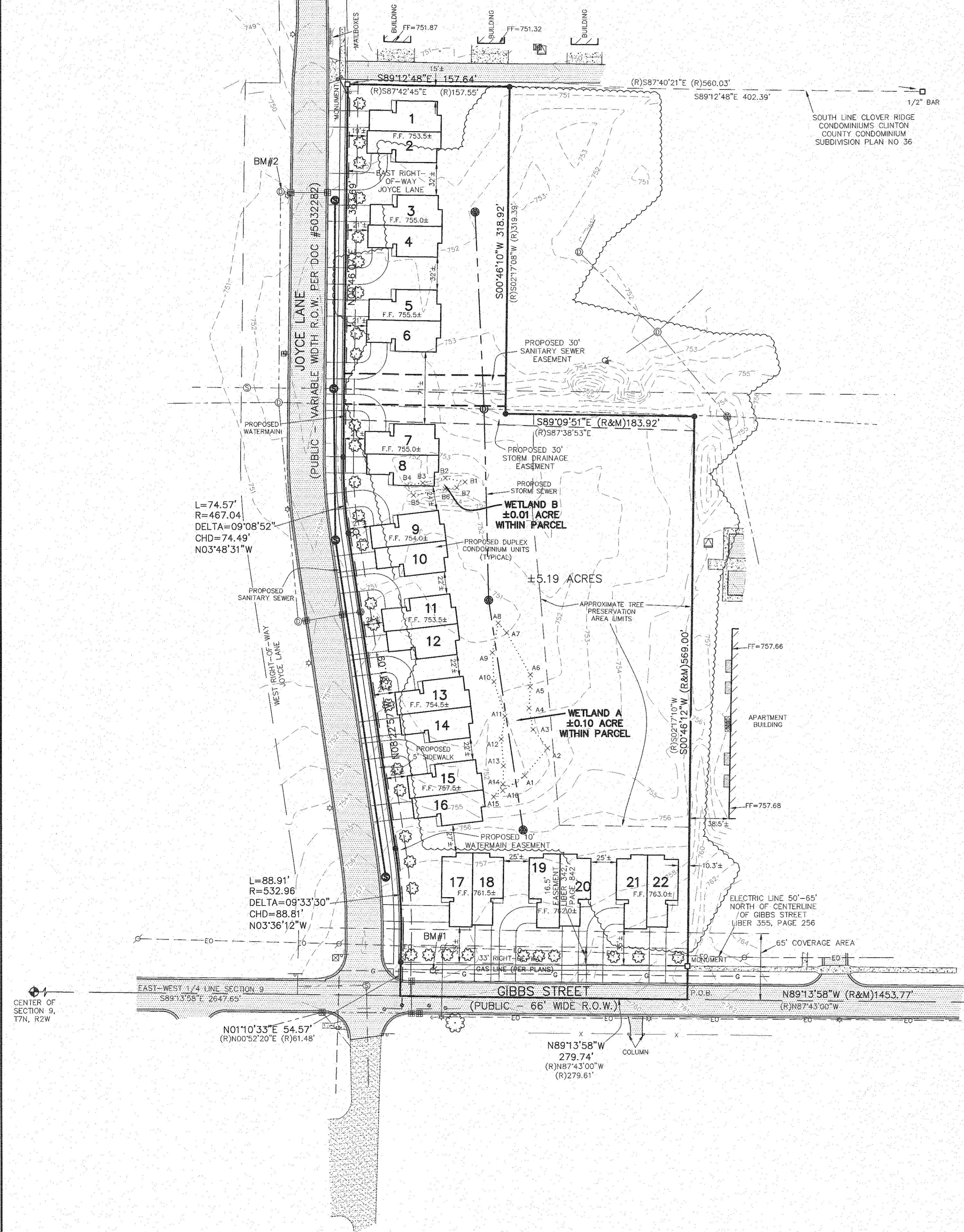
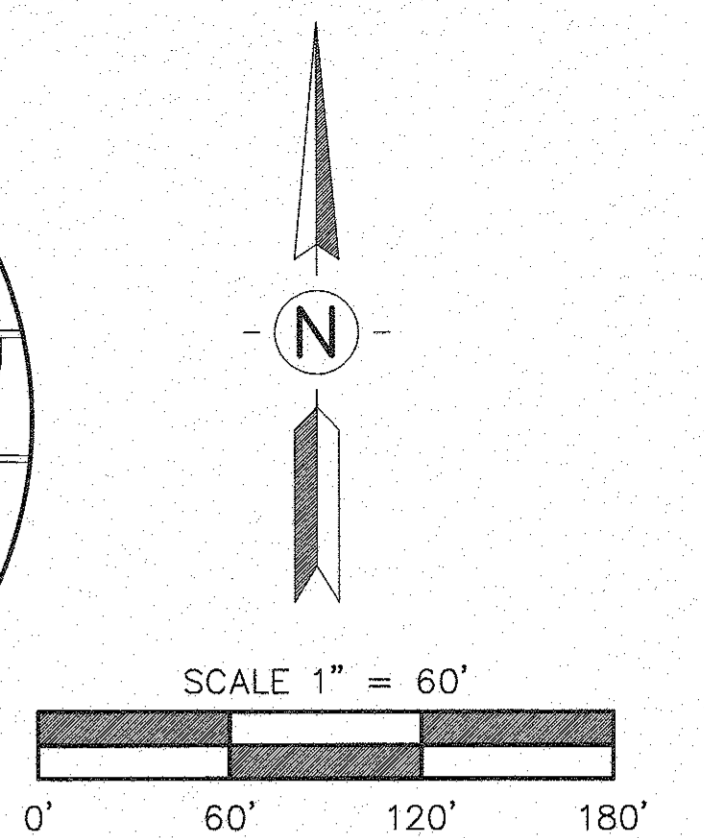
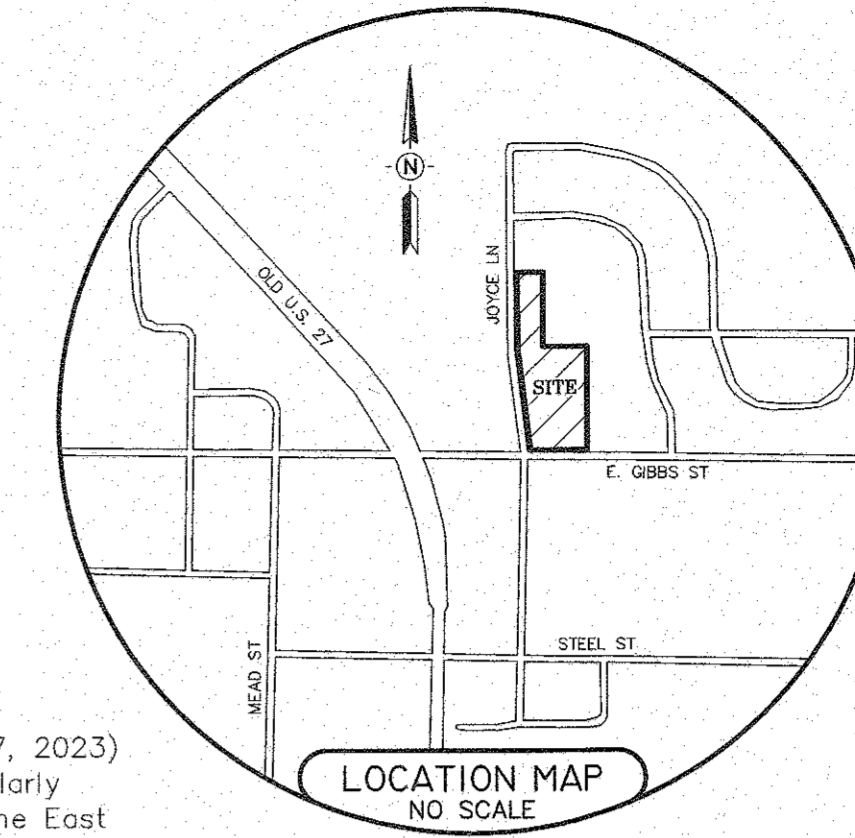
Respectfully submitted,
McKENNA

Christopher Khorey, AICP
Senior Principal Planner

Ethan Walthorn,
Assistant Planner

PRELIMINARY CONDOMINIUM LAYOUT NORTHWOODS OF ST. JOHNS "709 E. GIBBS STREET, ST. JOHNS, MI 48879"

FOR: **BLACK OAK LAND HOLDINGS, LLC**



LEGAL DESCRIPTION:

(As provided by Old Republic National Title Insurance Company, File No. 19-22851941-OWO, dated January 17, 2023)
Part of the Northeast 1/4 of Section 9, T7N, R2W, City of St. Johns, Clinton County, Michigan, more particularly described as follows: Beginning on the East and West 1/4 line North 87° 43' 00" West, 1453.77 feet from the East 1/4 corner; thence continuing along said East and West 1/4 line North 87° 43' 00" West, 279.61 feet; thence North 00° 52' 20" East, 61.48 feet; thence on a 2547.91-foot-radius curve to the left for an arc length of 269.41 feet, said curve having an internal angle of 6° 03' 30" and a long chord bearing North 05° 13' 06" West, 269.29 feet; thence on a 1595.10 foot radius curve to the right for arc length of 242.55 feet, said curve having an internal angle of 8° 42' 45" and a long chord bearing North 03° 41' 01" East, 242.32 feet; thence North 02° 17' 28" East, 319.17 feet; thence South 87° 42' 45" East, 157.55 feet; thence South 02° 17' 08" West, 319.39 feet; thence South 87° 38' 53" East, 183.92 feet; thence South 02° 17' 10" West, 5 69.00 feet to the point of beginning.

AS SURVEYED:

(The following legal description describes the same parcel of land as the provided description)
A parcel of land in the Northeast 1/4 of Section 9, T7N, R2W, City of St. Johns, Clinton County, Michigan, the surveyed boundary of said parcel described as: Commencing at the East 1/4 corner of said Section 9; thence N89°13'58"W along the East-West 1/4 line of said Section 9 a distance of 1453.77 feet to the point of beginning of this description; thence N89°13'58"W continuing along said East-West 1/4 line 279.74 feet to the East right-of-way line of Joyce Lane as recorded in Document No. 5032282 of Clinton County, Michigan, records; thence along said East right-of-way line the following five courses: N01°10'33"E 54.57 feet; Northwesterly 88.91 feet along a curve to the left with a radius of 532.96 feet, a delta angle of 09°33'30", and a chord of 88.81 feet bearing N03°36'12"W; N08°22'57"W 311.09 feet; Northwesterly 74.57 feet along a curve to the right with a radius of 467.04 feet, a delta angle of 09°08'52", and a chord of 74.49 feet bearing N03°48'31"W; and N00°46'07"E 363.69 feet to the South line of Clover Ridge Condominiums as recorded in Condominium Subdivision Plan No. 36 of Clinton County, Michigan, records; thence S89°12'46"E (recorded as S87°40'21"E) along said South line 157.64 feet; thence S00°46'10"W 318.92 feet; thence S89°09'51"E 163.92 feet; thence S00°46'12"W perpendicular to said East-West 1/4 line 569.00 feet to the point of beginning; said parcel containing 5.19 acres, more or less, including 0.21 acre, more or less, presently in use as public right-of-way for Gibbs Street; said parcel subject to all easements and restrictions, if any.

SCHEDULE B, SECTION II, EXCEPTIONS:

- (As provided by Old Republic National Title Insurance Company, File No. 19-22851941-OWO, dated January 17, 2023)
- Item 7: Easement for construction of sanitary sewer recorded in Instrument No. 5224299; does not cross parcel and is not shown hereon.
 - Item 8: Area as described in Instrument No. 5205071; crosses parcel, however is blanket in character and not shown hereon.
 - Item 9: Easement to Consumers Power Company recorded in Liber 355, Page 256; crosses parcel, is plottable and shown hereon.
 - Item 10: Easement recorded in Liber 353, Page 758 and Liber 353, Page 903; crosses parcel, however is blanket in character and not shown hereon.
 - Item 11: Right of Way to General Telephone Company recorded in Liber 342, Page 842; crosses parcel, is plottable and shown hereon.
 - Item 12: Right of Way to Consumers Power Company recorded in Liber 287, Page 253; does not cross parcel and is not shown hereon.
 - Item 13: Right of Way to Consumers Power Company recorded in Liber 201, Page 217; does not cross parcel and is not shown hereon.

SURVEYOR'S NOTES:

1. This plan was made at the direction of the parties named hereon and is intended solely for their immediate use. Survey prepared from fieldwork performed in July 2023.
2. All bearings are Michigan State Plane South Zone grid bearings obtained from GPS observations using corrections obtained from the nearest National Geodetic Survey C.O.R.S. station.
3. All dimensions shown are as-measured unless otherwise noted.
4. All elevations are North American Vertical Datum of 1988 (NAVD88).
5. All dimensions are in feet and decimals thereof.
6. No building tie dimensions are to be used for establishing the property lines.
7. All plottable easements which cross the subject property are shown per Old Republic National Title Insurance Company, Commitment No. 19-22851941-OWO, dated January 17, 2023.
8. By scaled map location and graphic plotting only, this property lies entirely within Flood Zone "X", areas outside the 0.2% annual chance floodplain, according to the National Flood Insurance Program, Flood Insurance Rate Map for the City of St. Johns, Clinton County, Michigan, Community Panel No. 260726 0075 D, dated May 3, 2011.
9. Utility information as shown was obtained from available public records and from supporting field observations, where possible, and is subject to verification in the field by the appropriate authorities prior to use for construction. MISS DIG was not contacted to mark utilities on site.
10. Wetland delineation was completed by Marx Wetlands, LLC, on July 19, 2023, and flagging locations from said delineation were located and are shown hereon. Their professional opinion is that these are not likely regulated by EGLE.

BENCHMARKS

- BENCHMARK #1 ELEV. = 759.08 (NAVD88)
TOP NORTHWEST FLANGE BOLT OF HYDRANT ABOVE "S" IN "WATEROUS", IN NORTHEAST QUADRANT OF JOYCE & GIBBS ±10' NORTH OF NORTH BACK OF CURB OF GIBBS, ±44' EAST OF EAST BACK OF CURB OF JOYCE LANE
- BENCHMARK #2 ELEV. = 751.23 (NAVD88)
CHISELED "X" IN SOUTH SIDE OF MANHOLE RIM WEST SIDE OF JOYCE LANE ±10' WEST OF WEST BACK OF CURB OF JOYCE LANE, ±115' SOUTH OF CENTERLINE OF ASPHALT DRIVE TO CONDOS ±1080' NORTH OF GIBBS STREET

ZONING:

PROPERTY HAS BEEN REZONED PER CUENT TO R-3: MULTI-FAMILY LOW DENSITY RESIDENTIAL
SETBACKS:
FRONT: 10'
SIDE: 10'
REAR: 35'

NOTES:

COMMON ELEMENT AREA BEHIND UNITS MAY BE USED AS A COMMUNITY GREENSPACE AND/OR AREAS FOR COMMUNITY TRAILS/ACTIVITIES.
INDIVIDUAL WATER & SANITARY SEWER LEADS FOR UNITS WILL BE DETERMINED ON THE CONSTRUCTION PLANS

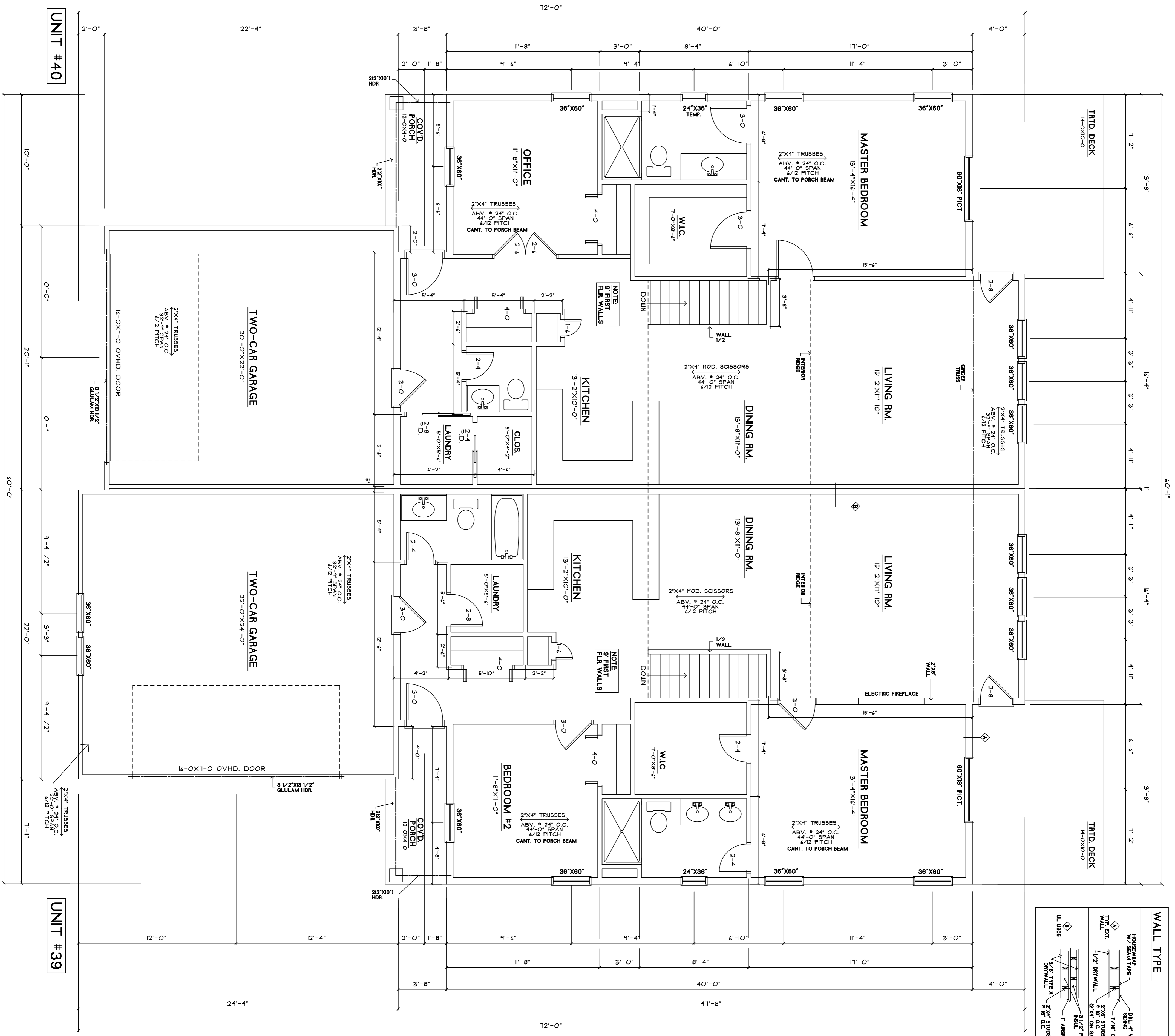
LEGEND

(M)	= MEASURED DIMENSION	⊙	= SANITARY MANHOLE
(R)	= RECORDED DIMENSION	⊕	= DRAINAGE MANHOLE
•	= SET 1/2" BAR WITH CAP UNLESS NOTED	⊕	= FIRE HYDRANT
□	= FOUND IRON AS NOTED	⊕	= CATCH BASIN
—	= DEED LINE	⊕	= VALVE
—	= DISTANCE NOT TO SCALE	⊕	= SIGN
—	= FENCE	⊕	= UTILITY POLE
▨	= ASPHALT	⊕	= LIGHT POLE
▩	= CONCRETE	⊕	= GUY WIRE
▧	= GRAVEL	⊕	= UTILITY PEDESTAL
—	= EXISTING CONTOUR ELEVATION	⊕	= WETLAND
—	= SANITARY SEWER	⊕	= HANDHOLE
—	= STORM SEWER	⊕	= DECK
—	= GAS LINE		
—	= OVERHEAD WIRES		
—	= EDGE OF WOODS		
—	= DECIDUOUS TREE		



DANE B. PASCOE
PROFESSIONAL SURVEYOR
DATE: 12/6/23
NO. 54434

REVISIONS	COMMENTS	KEBS, INC. ENGINEERING AND LAND SURVEYING	
10/03/2023	ORIGINAL	2116 HASLETT ROAD, HASLETT, MI 48840 PH. 517-339-1014 FAX 517-339-5047 WWW.KEBS.COM	
12/06/2023	REVISIONS PER CITY COMMENTS	Marshall Office - Ph. 269-781-9800	
		DRAWN BY: KDB	SECTION 9, T7N, R2W
		FIELD WORK BY: JW/MR	JOB NUMBER:
		SHEET 1 OF 1	101494.CND

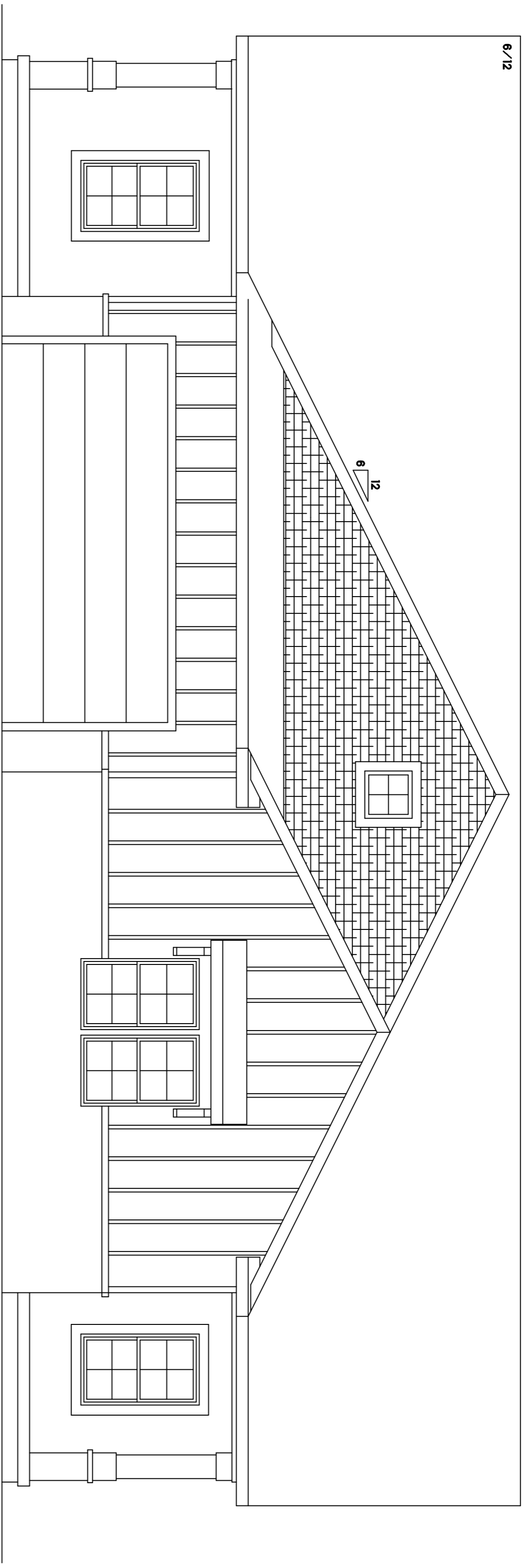


FIRST FLOOR PLAN

HAWK HOLLOW CODOS-2

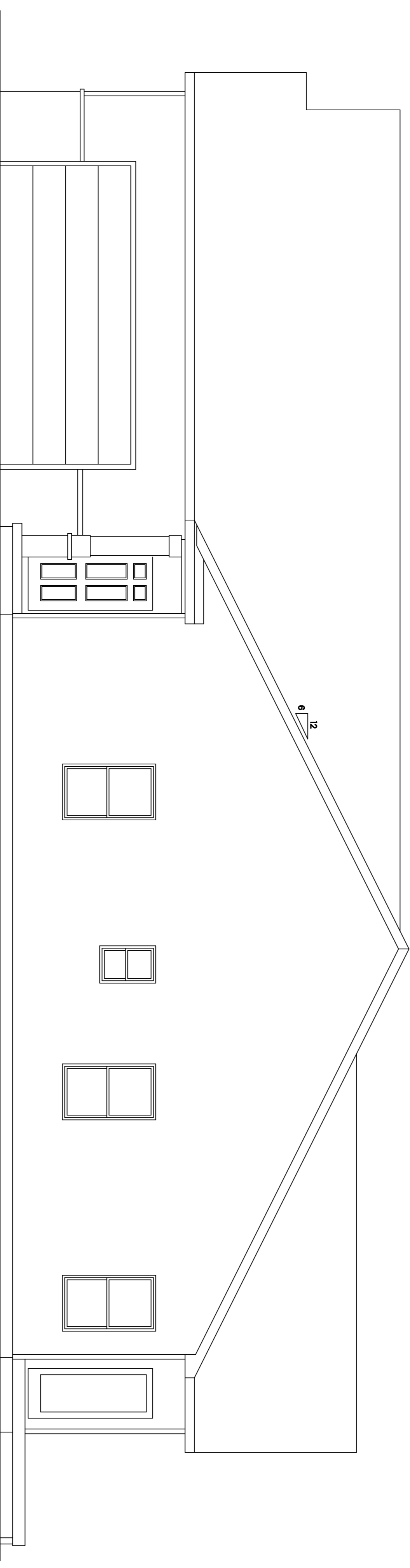
1337 SQ.FT. PER UNIT
 2674 SQ.FT. TOTAL
 SCALE: 1/4" = 1'-0"

WALL TYPE	
	INSULATED W/BEAM TYPE WALL
	TYPE 1 WALL
	TYPE 2 WALL
	1/2" DRYPWALL
	5/8" TYPE X DRYPWALL
	5/8" TYPE X DRYPWALL WITH STUDS
	1" ABSPACE
	2x4 STUDS
	2x4 STUDS ON GARAGE
<td>3 1/2" FGLASS INSUL.</td>	3 1/2" FGLASS INSUL.



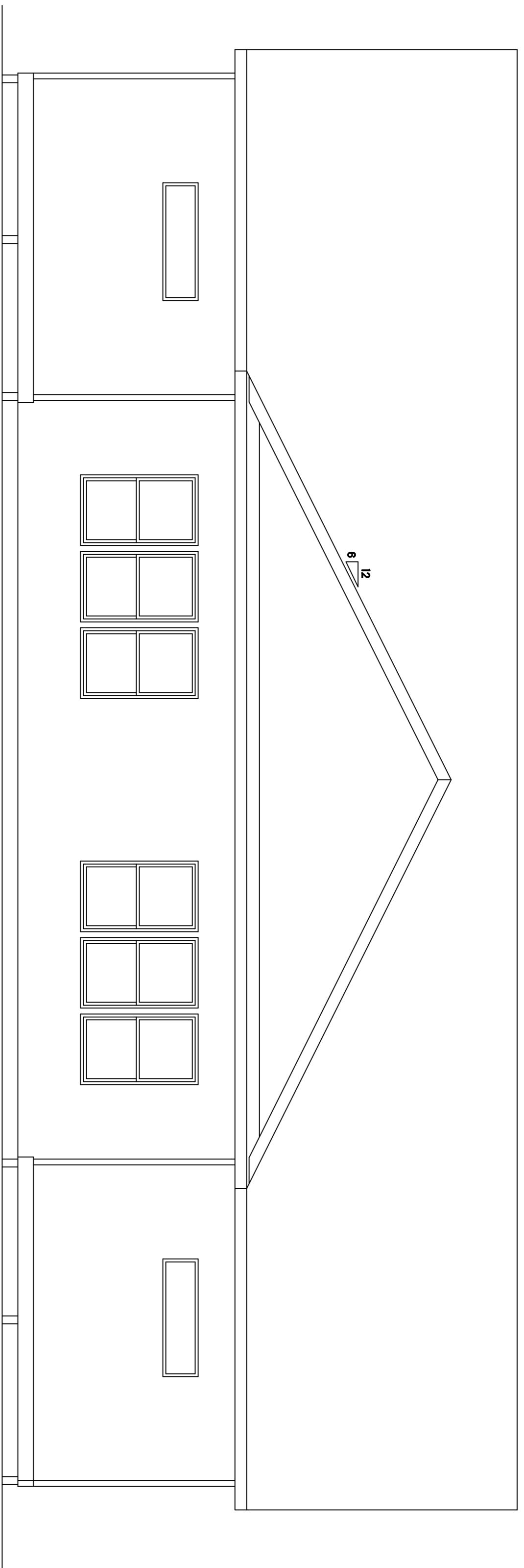
FRONT ELEVATION

SCALE: 1/4"=1'-0"



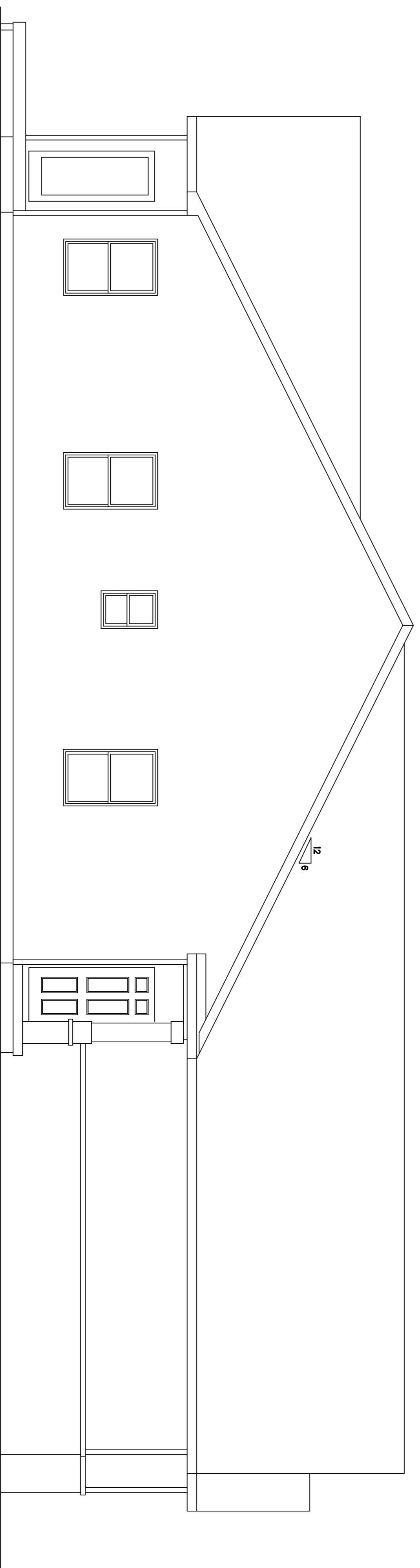
RIGHT SIDE ELEVATION

SCALE: 1/4"=1'-0"



REAR ELEVATION

SCALE: 1/4" = 1'-0"



LEFT SIDE ELEVATION

SCALE: 1/4" = 1'-0"



January 3, 2024

Planning Commission
City of St. Johns
100 E. State Street, Suite 1100
St. Johns, Michigan 48879

Subject: Golf Cart Ordinance Comparison

Dear Planning Commissioners,

As requested, we have gathered information on ordinances on the use of golf carts within City limits across Michigan. The following is a table we created of our findings:

<i>Golf Cart Ordinances</i>							
	Michigan Municipal League (MML)	Owosso	Elsie	Alma	Newaygo	Lake Isabella	Michigan Legislature (Section 257.657a)
Age Restriction	16+	16+	16+	16+	N/A	12+ with supervision	16+
Valid License Required	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Maximum Speed	15 MPH	15 MPH	25 MPH	15 MPH	25 MPH or 15 MPH if necessary	25 MPH	15 MPH
Helmet Required	No	No	No	Yes, unless roof is attached	Yes, unless roof is attached	Yes, unless roof is attached	Yes, for low-speed vehicles
Operation on Sidewalks	No	No	N/A	No	No	N/A	No
Comply with Signal Requirements	Yes	Yes	Yes	N/A	N/A	N/A	Yes
Ride as Far to the Right as Possible	Yes	Yes	Yes	Yes	N/A	Yes	Yes



Maximum Speed of Road	30 MPH	30 MPH	35 MPH	N/A	N/A	N/A	30 MPH
Driving Hours	Half-hour after Sunrise to half-hour before Sunset.	Half-hour after Sunrise to half-hour before Sunset.	Half-hour after Sunrise to half-hour before Sunset.	Half-hour after Sunrise to half-hour before Sunset.	6am-10pm	N/A	Half-hour after Sunrise to half-hour before Sunset.
Lane Crossing Allowed	No	No	No	No	N/A	N/A	N/A
Registration with Police Department	N/A	Yes	N/A	N/A	N/A	N/A	N/A
Functioning Head/Taillights Required	N/A	N/A	Yes	2 headlamps and 1 taillamp.	A lighted headlight, taillight, and brake light.	A lighted headlight and taillight.	2 headlamps, 1 taillamp, 1 stop lamp, and 1 red reflector for each side.
Maximum Capacity	N/A	N/A	The maximum capacity designed for.	N/A	N/A	N/A	N/A
Population	N/A	N/A	N/A	N/A	N/A	N/A	Fewer than 30,000
Mirror Requirements	N/A	N/A	N/A	Driver side and interior or passenger side.	N/A	N/A	Driver side and interior or passenger side.
Safety Belt Required	N/A	N/A	N/A	Yes	Yes	Yes	Yes

What We Found. Below are our comments on the information we found while searching for ordinances relating to golf carts:



1) Michigan Legislature Standards. The Michigan Legislature has an excerpt from the Michigan Vehicle Code that specifically sets restrictions on the operation of golf carts on village, city, or township streets or state trunk line highway. This excerpt, Section 257.657a, states the following:

- (1) A village or city having a population of fewer than 30,000 individuals based upon the 2010 decennial census may by resolution allow the operation of golf carts on the streets of that village or city, subject to the requirements of this section. A township having a population of fewer than 30,000 individuals based upon the 2010 decennial census may by resolution, unless disapproved by the county board of commissioners under subsection (3), allow the operation of golf carts on the streets of that township, subject to the requirements of this section.*
- (2) If a village, city, or township allows the operation of golf carts on the streets of that village, city, or township, that village, city, or township may require those golf carts and the operators of those golf carts to be recorded on a list maintained by that village, city, or township. A village, city, or township shall not charge a fee for listing golf carts or the operators of those golf carts.*
- (3) A county board of commissioners may, by resolution, disapprove the operation of golf carts on the streets of a township located within that county if the county board of commissioners conducts a hearing and determines that 1 or more of the following apply:
 - a. The operation of golf carts on the streets of that township would cause significant environmental damage.*
 - b. The operation of golf carts on the streets of that township would cause a significant concern of public safety.**
- (4) The county board of commissioners shall provide public notice of a hearing under subsection (3) at least 45 days before the hearing is conducted. The county board of commissioners shall also provide written notice of a hearing under subsection (3) to the township at least 45 days before the hearing is conducted.*

This means that any village or city with a population of less than 30,000 may create a resolution to allow the use of golf carts on streets within the village or city, so long as a county board of commissioners does not disapprove of said use of golf carts. In addition, there are also set restrictions laid out in Section 257.657a. These restrictions include:

- (5) A person shall not operate a golf cart on any street unless he or she is at least 16 years old and is licensed to operate a motor vehicle.*
- (6) The operator of a golf cart shall comply with the signal requirements of section 648 that apply to the operation of a vehicle.*
- (7) A person operating a golf cart upon a roadway shall ride as near to the right side of the roadway as practicable, exercising due care when passing a standing vehicle or a vehicle proceeding in the same direction.*
- (8) Except as otherwise provided in subsection (9), a person shall not operate a golf cart on a state trunk line highway. This subsection does not prohibit a person from crossing a state trunk line highway when operating a golf cart on a street of a village, city, or township, using the most direct line of crossing.*
- (9) The legislative body of a local unit of government may request the state transportation department to authorize the local unit of government to adopt an ordinance authorizing the operation of golf carts on a state trunk line highway, other than an interstate highway, located within the local unit of government. The request shall describe how the authorization would meet the requirements of*



subsection (10). The state transportation department shall solicit comment on the request from the local units of government where the state trunk line highway is located. The state transportation department shall consider comments received on the request before making a decision on the request. The state transportation department shall grant the request in whole or in part or deny the request not more than 60 days after the request is received. If the state transportation department grants a request in whole or in part under this subsection, the local unit of government that submitted the request may adopt an ordinance authorizing the operation of golf carts on the state trunk line highway that was the subject of the request. A county may submit a request for authorization under this subsection on behalf of 1 or more local units of government located within that county if requested by those local units of government.

- (10) The state transportation department shall authorize operation of a golf cart under subsection (9) only on a state trunk line highway that is not an interstate highway within a local unit of government that has already adopted an ordinance under subsection (1), that serves as a connector between portions of the local unit of government that only connect through the state trunk line highway, and that meets 1 or more of the following requirements:
- (a) Provides access to tourist attractions, food service establishments, fuel, motels, or other services.
 - (b) Serves as a connector between 2 segments of the same county road that run along discontinuous town lines.
 - (c) Includes a bridge or culvert that allows a golf cart to cross a river, stream, wetland, or gully that is not crossed by a street or county road on which golf carts are authorized to operate under an ordinance adopted as provided in subsection (1).
- (11) The state transportation department may permanently or temporarily close a state trunk line highway to the operation of golf carts otherwise authorized under subsection (9) after written notice to the clerk of the local unit of government that requested the authorization under subsection (9). The notice shall be in writing and sent by first-class United States mail or personally delivered not less than 30 days before the adoption of the rule or order closing the state trunk line highway. The notice shall set forth specific reasons for the closure. The state transportation department is not required to develop a plan for an alternate route for a state trunk line highway that it has temporarily closed to the operation of golf carts.
- (12) Where a usable and designated path for golf carts is provided adjacent to a highway or street, a person operating a golf cart may, by local ordinance, be required to use that path.
- (13) A person operating a golf cart shall not pass between lines of traffic, but may pass on the left of traffic moving in his or her direction in the case of a 2-way street or on the left or right of traffic in the case of a 1-way street, in an unoccupied lane.
- (14) A golf cart shall not be operated on a sidewalk constructed for the use of pedestrians.
- (15) A golf cart shall be operated at a speed not to exceed 15 miles per hour and shall not be operated on a state trunk line highway or a highway or street with a speed limit of more than 30 miles per hour except to cross that state trunk line highway or highway or street. A village, city, or township may, by resolution, designate roads or classifications of roads for use by golf carts under this subsection.
- (16) A golf cart shall not be operated on a state trunk line highway or the streets of a city, village, or township during the time period from 1/2 hour before sunset to 1/2 hour after sunrise.
- (17) A person operating a golf cart or who is a passenger in a golf cart is not required to wear a crash helmet.
- (18) A person operating a golf cart on a state trunk line highway shall ride as near to the right side of the roadway as practicable.



(19) This section does not apply to a police officer in the performance of his or her official duties.

(20) A golf cart operated on a street of a village, city, or township under this section is not required to be registered under this act for purposes of section 3101 of the insurance code of 1956, 1956 PA 218, MCL 500.3101.

It is unclear if these restrictions apply to all municipalities or if they can be made less restrictive, as some municipalities listed in the chart have regulations that are laxer than those in the Michigan Legislature. We recommend consulting with an attorney to read into the state legislature to determine whether the restrictions can be reduced or increased.

- 2) Ordinance Comparison.** From researching several different golf cart ordinances from across the state, we discovered that some municipalities may add additional restrictions to those within the state legislature. An example of this is the city of Owosso, where golf carts must be registered with the police department. Other examples of restrictions are included in the table within this letter, such as brake requirements, engine capability maximums, and required eyewear protection.

Please let us know if you have any questions.

Respectfully submitted,
McKENNA

Christopher Khorey, AICP
Senior Principal Planner

Ethan Walthorn,
Assistant Planner

As a citizen of St. Johns I feel that golf carts and side by side vehicles should be allowed on city streets. I also feel that if this is allowed that there needs to be rules in place. I have occasionally operated my golf cart on city streets giving my grandchildren and senior citizen members of our family rides. The children really enjoy this, but the senior citizens I believe enjoy this more. I took my 82 year old Aunt for a couple of rides this summer and you would have thought that I took her to Disney World. I believe that this would be a good thing for our community. I have attached a list of rules that I feel would help make this successful. Thank you for your consideration on this subject.

Everett Thornton

Must be 21 with a valid drivers license.

Can be operated during daylight hours only.

Must obey all traffic laws.

Hand signals must be used when making a turn.

Must have brake lights and a ORV license.

Children 12 and under must wear a seat belt.

Must have a rearview mirror.

Can not be operated on business 27 or M21. Only crossing these two roadways are permitted.

Along with golf carts, side by side vehicles should also obey these rules.

From: [David Kirk](#)
To: [Christopher Khorey](#)
Subject: FW: Golf cart use thoughts
Date: Tuesday, January 2, 2024 8:46:32 AM

Chris,

Attached is information from our ambulance service regarding golf cart operation that was requested at the last Planning Committee meeting. I think I inadvertently failed to copy you when I sent the response to the City Manager.

Chief David Kirk
St. Johns Police Department
989-224-6721 ext. 277

dkirk@sjpolice.org

"Be sure you put your feet in the right place, then stand firm."
-Abraham Lincoln

From: director clintonambulance.com <director@clintonambulance.com>
Sent: Friday, December 29, 2023 2:01 PM
To: David Kirk <dkirk@sjpolice.org>; Andrew Tobias <atobias@sjpolice.org>
Cc: admin clintonambulance.com <admin@clintonambulance.com>; innovationcoordinator2 clintonambulance.com <innovationcoordinator2@clintonambulance.com>
Subject: Golf cart use thoughts

Greetings Gentlemen,

The conversation regarding the operation of golf carts in the City has generated plenty of conversation around the base. Several of our crew have responded to these crashes here, as well as with other agencies they have worked for, some with severe injuries and one death. Jen has done most of the research, and links to some of the articles of interest are below. A major point of interest is the fact that many of the articles are published by law firms, and deal with the likelihood of litigation in these incidents. There are always damages, and someone must be sued to recover those damages. Those being sued must now retain legal counsel to defend themselves from losing everything they may have, making the only winners the law firms. In our opinion, there is a significant risk with adding vehicles with no safety requirements or equipment to our streets, with no benefit other than perhaps convenience.

Some points of interest:

- There are an estimated 15,000 golf cart accident injuries *reported* annually.
- Many of these accidents are in gated communities, where traffic volume is much lower than what we see in St Johns, and speeds limited.
- Approximately 10% are rollover events, which have the highest incidence of death and serious

injury.

- Small children and teenagers account for approximately one-third of reported injuries.
- The lack of seat belts allows for ejection, resulting in neck and spinal injuries, traumatic brain injury, fractures, lacerations, and significant “road rash”. Think minimally an ED visit, possibly an expensive ambulance ride, and a potentially astronomical hospital stay, or perhaps a funeral.
- Much of the published information is by law firms, who often recommend consulting an attorney that specializes in golf cart accidents. This should provide folks with an idea of what they may have to go through emotionally and financially should they be a party involved in a golf cart accident.
- A person’s automobile insurance doesn’t cover a golf cart in most cases. Litigation is presented as the best way to recover expenses related to a golf cart accident with the cart owner and/or operator potentially liable. The more serious injuries that result in death or disability will take a huge emotional and financial toll on those involved, on both sides of the battle...

[https://link.edgepilot.com/s/a892bc1d/ziQ3wyYtXkSXbxwuqjahvA?](https://link.edgepilot.com/s/a892bc1d/ziQ3wyYtXkSXbxwuqjahvA?u=https://www.medlegal360.com/golf-cart-accidents/)

[u=https://www.medlegal360.com/golf-cart-accidents/](https://www.medlegal360.com/golf-cart-accidents/)

[https://link.edgepilot.com/s/5f1eec9e/ACnX0TBsbUCVAwb8YDLBdQ?](https://link.edgepilot.com/s/5f1eec9e/ACnX0TBsbUCVAwb8YDLBdQ?u=https://www.lowmanlawfirm.com/blog/bid/103748/4-Golf-Cart-Accident-Statistics-That-May-Surprise-You)

[u=https://www.lowmanlawfirm.com/blog/bid/103748/4-Golf-Cart-Accident-Statistics-That-May-Surprise-You](https://www.lowmanlawfirm.com/blog/bid/103748/4-Golf-Cart-Accident-Statistics-That-May-Surprise-You)

[https://link.edgepilot.com/s/8e1aa9d8/NVBIINbPEUSek-zHworeZg?](https://link.edgepilot.com/s/8e1aa9d8/NVBIINbPEUSek-zHworeZg?u=https://pubmed.ncbi.nlm.nih.gov/36939841/)

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[u=https://www.thedrive.com/news/golf-cart-crash-test-is-absolute-carnage-even-at-just-30-mph](https://www.thedrive.com/news/golf-cart-crash-test-is-absolute-carnage-even-at-just-30-mph)

This last video was done by Euro NCAP, the British version of NHTSA. This is a crash test video, using a golf cart that does have seat belts in frontal and side impact crashes at 31mph. I was originally thinking that if a compromise were sought, that safety equipment would be a part of that. Watch the videos to see how little protection seat belts offer. Some may argue that carts may go slower than that, the speed that matters the most is whoever is going faster, the cart or any vehicle they encounter.

If there is anything else you need, please let us know. We feel we are far enough removed from the conversations to be unbiased, and we feel putting golf carts on the streets and sidewalks of St Johns is a bad idea.


Respectfully,


Lynn


**Lynn Weber EMT-P/IC
Director**

Clinton Area Ambulance Service Authority

 Email: director@clintonambulance.com

 Phone: cell 517-719-8090 / office 989-227-5713

 Fax: 989-224-7870

 Address: 1001 S. Oakland St. PO Box 203 Saint Johns, MI 48879

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§ 155.341 OFF-STREET PARKING REGULATIONS WITHIN A RESIDENTIAL DISTRICT.

Proposed Amendments January 3, 2024

(A) Intent. These off-street parking regulations have been adopted to improve safety, traffic circulation and aesthetics within residential districts in the city. They are intended to regulate parking patterns and the location and quality of parking areas in residential areas over the long term. It is not the intent of these regulations to regulate temporary, infrequent and irregular occurrences.

(B) All residential buildings or non-residential buildings in a residential district shall be provided with required parking areas on the same lot with the building or on a lot immediately adjacent to the lot with the building intended to be served, but not more than 100 feet from the building it is servicing.

(C) No repairing, modifying, or operations shall be allowed upon any vehicle, otherwise properly parked on a residential property, for a period in excess of 24 hours, except within fully enclosed buildings or if it is determined that such repair, modification, or operation will not constitute a nuisance or annoyance to adjoining property owners or occupants. Any such work within any 24-hour period allowed under this provision shall not, however, consist of any major repair, redesigning, modifying, or dismantling work but only such occasional minor work as may be required to maintain a vehicle in normal operating condition.

(D) In the event the foregoing regulations create any special hardship beyond the control of a particular resident, the Zoning Administrator is hereby given the authority to grant permission to an applicant to operate contrary to the provisions hereof for a limited period of time not to exceed 14 days.

(E) Required parking areas, including driveways shall be constructed from materials that provide a hard surface (concrete ~~or~~ asphalt, or permeable pavement material), shall be drained properly, and shall be maintained in a safe and usable condition. Other hard surfaces, including, but not limited to, turf pavers, paving stones, open concrete grids, may be used with prior approval from the Zoning Administrator. Gravel, dirt, crushed aggregate, and other non-pavement surfaces shall not be permitted for required parking areas.

(F) Definitions

(1) "Full Size Recreational ~~vehicle~~ Vehicle" means any self-propelled or towed vehicle intended primarily for recreational purposes and longer than 15 feet in length, and shall include, but not be limited to, motor homes, ~~travel trailers, tent trailers, collapsible trailers, expandable trailers,~~ pick-up coach campers, ~~unattached pick-up covers, motorcycle trailers, snowmobile trailers, utility trailers, vehicle transporting trailers, stock car trailers, camping trailers, boat trailers, snowmobiles, trail bikes or cycles, unlicensed motorcycles or motor driven cycles, pontoon boats, rafts, ATV's, golf carts,~~ and boats. Trailers, including but not limited to travel trailers, tent

trailers, collapsible trailers, expandable trailers, motorcycle trailers, snowmobile trailers, utility trailers, vehicle transporting trailers, stock car trailers, camping trailers, and boat trailers, shall be considered Full Size Recreational Vehicles for the purposes of this Ordinance.

(2) "Small Recreational Vehicle" means any self-propelled or towed vehicle intended primarily for recreational purposes and shorter than 15 feet in length and shall include, but not be limited to, snowmobiles, trail bikes or cycles, unlicensed motorcycles or motor driven cycles, rafts, ATV's, golf carts, and jet-skis.

(G) Storage and parking of Full Size ~~Recreational vehicles~~ Vehicles within all residentially zoned districts shall comply with the following:

(1) — (1) Other than in an enclosed building, no person shall park or store more than one item of recreational equipment upon any lot or parcel the following number of Recreation Vehicle Equivalents. In the chart below, a Full Size Recreational Vehicle shall count as 1 Recreational Vehicle Equivalent, while a Small Recreational Vehicle shall count as 0.5 Recreational Vehicle Equivalents.

Table 13-2

<u>Lot Size</u>	<u><10,000 Square Feet</u>	<u>10,000-20,000 Square Feet</u>	<u>>20,000 Square Feet</u>
<u>Maximum Recreational Vehicle Equivalents</u>	<u>1</u>	<u>2</u>	<u>3</u>

— (2) All such vehicles shall remain unoccupied and shall not be connected to sanitary sewer facilities or have a fixed connection to electricity, water, or gas, except that the parking and occupancy of a recreational vehicle on private property shall be permitted for a period not to exceed two weeks, but not to exceed four times a year.

— (3) Recreational vehicles stored outdoors on any ~~city-private~~ lot or parcel between October 16 through April 30 must be parked on a hard surface (~~asphalt or concrete~~), at least 180 square feet in area, at least 9 feet wide at its narrowest dimension, and meeting the requirements of Section 155.341.E. -Recreational vehicles must be parked behind the front line of the house. A Zoning Permit is required prior to storing a recreational vehicle outdoors between October 16 and April 30. The Zoning Permit need not be renewed annually if the requirements of this section are met.

(4) Parking is allowed in the side or rear yard on ~~the~~ grass from May 1 through October 15. (See graphic below.) A Zoning Permit is not required prior to storing a

recreational vehicle outdoors between May 1 and October 15, except as described in Subsection 6.

—(5) Corner lots have two front yards and two side yards (see graphic below). ~~The Zoning Administrator has the authority~~ A Zoning Permit shall be required to grant residents on a corner lot permission to park their recreational vehicle ~~in their side yard~~ in one of their front yards from May 1 through October 15. The vehicle must be parked at least 20 feet from both front lot lines. (See graphic below.)

(6) Notwithstanding the above, any recreational vehicle may be parked outdoors at any time, on private lot (with the permission of the property owner), for up to 48 hours, provided that the vehicle is parked at least 20 feet from the front lot line. After the initial 48 hours, the regulations above shall apply.

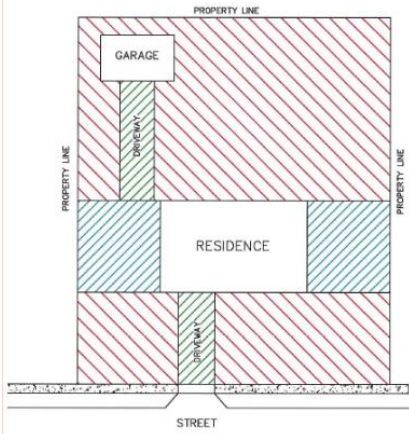
(7) At all times, for all types of recreational vehicle, a 3 foot setback must be maintained between the vehicle and all side and rear lot lines.

(H) No parking is allowed in the rear of buildings except in garages, driveways leading to garages, and other parking spaces approved by special use permit.

(H) Not more than three outdoor parking spaces are permitted on a residential lot unless additional spaces are permitted by special use permit.

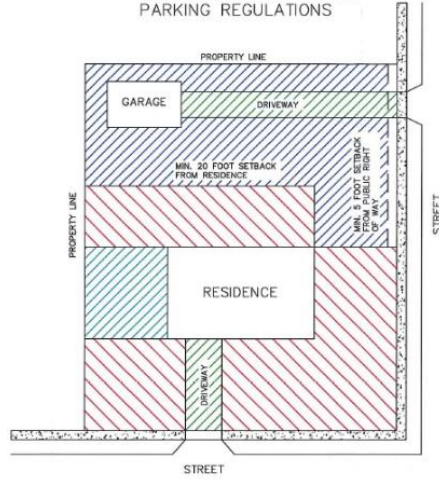
(K) Motor vehicles shall be allowed to be parked only on a parking area or driveway. A parking area is defined as that portion of a lot used for the exclusive purpose of parking a motor vehicle. A driveway is defined as the maneuvering lane needed to allow vehicles to move from the street to a garage or to a public parking area at the far end of the maneuvering lane. ~~The driveway and~~ No parking area shall ~~not~~ be located in front of the residential structure.

OFF-STREET PARKING REGULATIONS



-  NO OFF-STREET PARKING ALLOWED
-  OFF-STREET PARKING ALLOWED ON ASPHALT OR CONCRETE SURFACE AT ALL TIMES
-  OFF-STREET PARKING ALLOWED ON ASPHALT OR CONCRETE SURFACE AT ALL TIMES OR ON UNIMPROVED SURFACES FROM MAY 1ST TO OCTOBER 15TH

CORNER LOT OFF-STREET PARKING REGULATIONS



-  NO OFF-STREET PARKING ALLOWED
-  OFF-STREET PARKING ALLOWED ON ASPHALT OR CONCRETE SURFACE AT ALL TIMES
-  OFF-STREET PARKING ALLOWED ON ASPHALT OR CONCRETE SURFACE AT ALL TIMES OR ON UNIMPROVED SURFACES FROM MAY 1ST TO OCTOBER 15TH
-  OFF-STREET PARKING ALLOWED FROM MAY 1ST TO OCTOBER 15TH ON UNIMPROVED SURFACES WITH THE APPROVAL OF ZONING ADMINISTRATOR. NO PERMANENT STORAGE ALLOWED REGARDLESS OF SURFACE TYPE.

Commented [CK1]: May need to revise graphic depending on final language.

DR



MEMORANDUM

To: Chad A. Gamble, P.E., City Manager

From: Ken Skunda, Rental Inspector

Date: December 19, 2023

Subject: Year End Rental Inspection Report - 2023

As we close out Zone 1 in 2023 and prepare to begin Zone 2 in 2024, below is an overall synopsis of how the Zone 1 inspections fared:

- 189 initial rental unit inspections were completed, along with 45 follow up inspections.
- 144 rental units were passed and certified on their initial inspection.
- 306 violations were found out of the 189 initial inspections.
- Smoke detectors, whether they were missing or not in the proper location, were the number one violation at approximately 63. The report reflects a different count, but it does not take into account that landlords were given the choice to purchase and install them the same day if they were missing or not functioning properly. The landlords were very appreciative of this concept, as it would not trigger a follow up inspection, and it protected the tenants immediately for life safety reasons.
- Carbon monoxide detectors came in at approximately 32. Most were missing completely and the others were not in the proper location.
- Stairwell safety took third place with 22 loose steps, dilapidated steps, or loose handrails.
- Missing handrails came in fourth with 19, which are required for 4 or more steps.
- Another important finding was there were 10 basement bedrooms that were discovered. All 10 of them were missing the egress window and/or the ability to get out of the egress window well in an emergency.

With the start of Zone 2 in January 2024, a tally sheet will be kept with an actual count of missing smoke and carbon monoxide detectors that were same day installs as to not trigger a follow up inspection. When looking back at the first year of inspections, it appears that it was well received by many of the landlords.

There have already been a few major positive outcomes with the first year of rental inspections. A multi-unit rental property located at 210 Ross Street was on their fourth follow-up inspection. After the initial inspections of both units, only one unit had a working smoke detector. In talking to the tenant of the unit and noting they did not have a working smoke detector, he decided to install Bluetooth smoke detectors throughout his own unit. Several weeks later a fire broke out at this property, and it was a total loss. St. Johns Fire Chief Jordan Whitford had made a comment that the tenants were alerted by the smoke detectors and the smoke detectors were still heard functioning during fire suppression operations.

On another note, carbon monoxide detectors have a lifesaving story. An eight-unit apartment building located at 1125 Sunview Drive was inspected and ~~had~~ several violations were noted, including missing carbon monoxide detectors. They were immediately purchased and installed that day by the building maintenance department. The maintenance department took it one step further and installed missing carbon monoxide and smoke detectors in the next two buildings, which are scheduled for 2024 and 2025 for a total of 16 more apartment units. Several months later one of the 8-unit buildings, which was not inspected yet, had developed a cracked heat exchanger on its boiler system, which in turn, set off the newly installed carbon monoxide detectors in that building. Upon arrival and testing for carbon monoxide, St. Johns Fire Chief Jordan Whitford commented on the extremely high concentration levels. Had the uninspected units not been brought up to code by the building maintenance department it could have had a very different outcome.

Something else worth mentioning is the downtown businesses with upstairs apartments. By code, the apartments need to have their addresses on the exterior of the door(s) that access their apartments. Several apartments were found in violation of this. Due to one apartment not having the address on the door it caused Fire & EMS crews precious time trying to locate the proper door to gain access to a medical emergency. Since this incident several other apartment doors have been labeled properly.

In the new year, Zone 2, will bring some challenges as we are embarking on more multi-units and known blighted properties. With the new updated rental checklist that was recently approved, the city will have a firmer grip on certain violations that in 2023 were allowed to pass and be certified. We are looking forward to the next year of inspections as we work towards making the City of St Johns an even more sought after and beautiful city to live in and raise families.

Cordially,



Ken Skunda

Rental Inspector

THE ATTACHMENT TO THIS REPORT WAS
AN OUTPUT OF THE CITY'S BSA
DATABASE AND WAS TOO VOLUMINOUS
TO ATTACH TO THIS RCA. PLEASE SEE THE
CITY MANAGER TO OBTAIN COPIES OF
THIS INFORMATION.

PREPARED BY :

Jessica Austin



2023

**CODE ENFORCEMENT
ANNUAL REPORT**



CODE ENFORCEMENT 2023

There were approximately 313 code enforcement complaints recorded in 2023. The top 5 are reflected in the chart represented in the annual report. 313, however, does not represent the number of anonymous complaints submitted on a sole property this past year. The original complaint was left in the open status and updated every time the city received a complaint. In general, a complaint would be closed in the system once the property owner has complied and a new one started with each complaint.

It should be noted that there also has been a limited snow fall over the last two years limiting the number of calls for complaints about snow covered sidewalks and the number of doorhangers that are left at the property during this time.

Parking complaints consists of vehicular parking on the grass and recreational vehicles that were parking on the grass after October 16. There were parking complaints that were also turned over to the police department for further investigation since the vehicle was not in violation at the time of inspections or did not fall within my authority to enforce. After receiving an anonymous complaint repeatedly, it was determined to have the police assist with this matter after code enforcement hours. Complaints in this instance were noted in the system as turned over to the police department. (TOT)

General complaints pertain mostly to items left in the right of way such as couches and mattresses.

Property Maintenance complaints included copious amounts of items in the right of way, trash accumulating on the property, and unhealthy living conditions.

Grass complaints are any violation where the grass exceeded 8 inches.

Vehicles pertain to inoperable or unplatted vehicles were parked on the property but clearly were inoperable. Some of these complaints may have also fallen under the parking category as well.

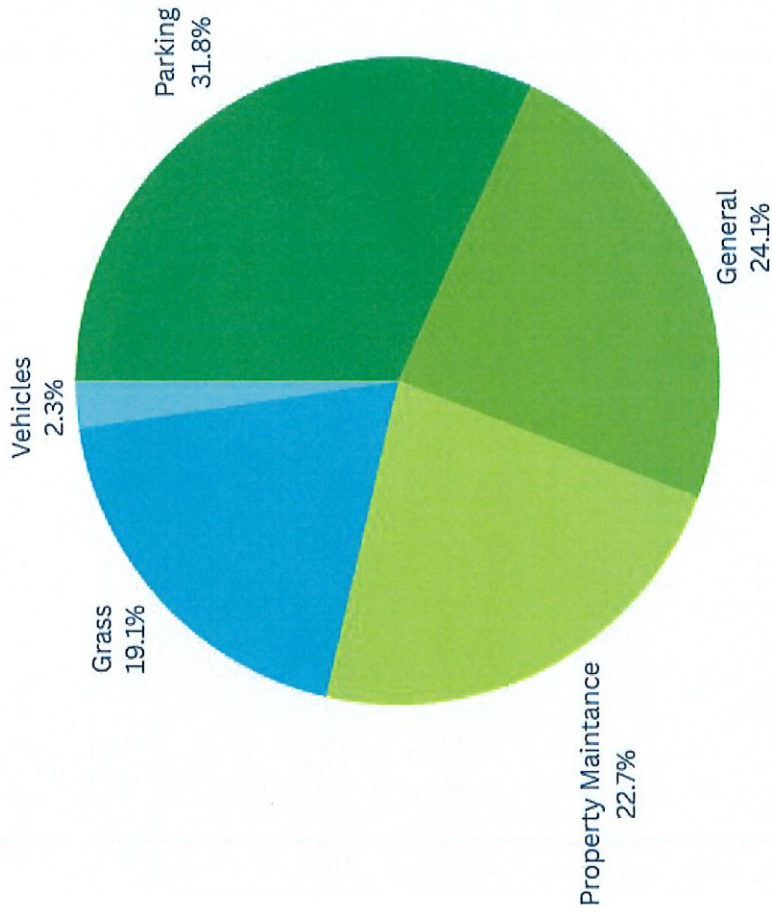
There were 41 violation citations written this year compared to 20 in 2022.

This year in collaboration with the rental inspection program a number of rental properties were cleaned up, sold and are no longer rental properties limiting the number of complaints and code violations for those individual properties. By being consistent with citing properties in violation it has led to the sale of foreclosed homes in the area that needed serious restoration.

April 2024 will be a year that this program has been full-time. There is continued efforts to update the code enforcement program and to make any changes to help it run smoothly, including updating the dangerous building protocol, training in areas that are concerning to the community such as hoarder situations, continued revision of existing ordinances such as parking, recreational storage, and animal ordinances.

I will continue to assist Assessing with site visits and Zoning with code enforcement issues.

TOP 5 VIOLATIONS



THE ATTACHMENT TO THIS REPORT WAS
AN OUTPUT OF THE CITY'S BSA
DATABASE AND WAS TOO VOLUMINOUS
TO ATTACH TO THIS RCA. PLEASE SEE THE
CITY MANAGER TO OBTAIN COPIES OF
THIS INFORMATION.