



Saginaw City Council Agenda

1315 S. Washington Avenue
Council Chamber - Room 205
989.399.1311
March 5, 2018
6:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

PUBLIC HEARINGS:

PERSONAL APPEARANCES:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

Management Update:

1. American Planning Association Update on Wickes Park planning meetings.

CONSENT AGENDA:

1. Approve the minutes from the February 19, 2018 regular council meeting.
2. Approve the amendments to the FY 2018 Approved Budget to recognize any changes that have occurred during the January period.
3. Approve the purchase with Bit Direct for \$4,704 for laptops for the Election Division.
4. Approve the increase to the Board of Review per hour stipend by \$2.50 for a new total of \$10 per hour.
5. Approve to increase blanket purchase order no. 502498 and decrease no. 501567 by \$9,000 each to offset service requests to primary suppliers for the Fire Department.
6. Approve the purchase with Lansing Uniform Company pending budget approval, for \$22,476.20 for FY 2019 and FY 2020, and \$24,008.60 for FY 2021 for uniforms for the Police Department.
7. Approve a FY 2018 budget adjustment to recognize a \$5,000 donation from The Rotary Club for law enforcement equipment for the Police Department.

8. Approve the purchase with Positive Action, Inc. for \$4,228.75 for Positive Action Educational Kits for use in the Police Department Treatment and Prevention Services Program.
9. Approve the purchase with O'Connor's Carpet One for \$16,050 for new carpet and installation on the second floor of the Police Department.
10. Approve the purchase with Engel's Auto Body for \$2,038.58 for repairs to a pickup truck for the Streets Division.
11. Approve to increase the blanket purchase order with Larry's Auto Supply by \$1,200, for a new total of \$3,190, for various tools, parts, and supplies for the Garage Division.
12. Approve the purchase with Michigan Pipe and Valve for \$98,000 for fire hydrants for the Maintenance and Service Division.
13. Approve the purchase with Carrier and Gable, Inc., for \$9,887 for a Traffic Signal Control Cabinet for the Traffic Maintenance Section in the Right of Way Division.
14. Approve the Proposal with Nelson Tank Engineering and Consulting, Inc. for \$2,800 for inspection services for the Water Treatment Division.
15. Approve the purchase with Uretex ICR for \$4,810 for manhole sealing for the Remote Facilities Division.

REPORTS FROM BOARDS AND COMMISSIONS AND COMMITTEES AND APPOINTMENT OF BOARD AND COMMISSION MEMBERS:

1. Approve the Council reappointment of Hazel Moore to the Human Planning Commission with a term to expire December 31, 2019.
2. Approve the Council reappointment of Dorothy Allen to the Saginaw Transit Authority Regional Services with a term to expire January 31, 2021.
3. Approve the Council appointment of William Ostash to the Historic District Commission with a term to expire July 31, 2020.

INTRODUCTION OF ORDINANCES:

1. An ordinance to repeal and add new §153.460 et. seq. "Riverfront Mixed Use District," of Chapter 153, "Zoning Regulations," Title XV, "Land Usage," of the City of Saginaw Code of Ordinances, O-1.

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

ADJOURN:

Timothy Morales
City Manager

IF YOU ARE DISABLED AND NEED ACCOMMODATION TO PROVIDE YOU WITH AN OPPORTUNITY TO PARTICIPATE OR OBSERVE IN PROGRAMS, SERVICES, OR ACTIVITIES, PLEASE CALL THE SAGINAW CITY CLERK, 1315 S. WASHINGTON AVE., 759-1480.

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, FEBRUARY 19, 2018, AT 6:30 P.M. IN THE COUNCIL CHAMBER AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

Kevin Washburn of the Saginaw Choral Society sang a verse of America the Beautiful. Council Member Milne offered a prayer and led the pledge of allegiance of the United States of America.

ROLL CALL

Mayor Pro Tem Kloc called the meeting to order. Council Members present: John Milne, Demond Tibbs, Annie Boensch, Floyd Kloc, Brenda Moore, Clint Bryant, Michael Balls, and John Humphreys: 8. Council Members absent: Dennis Browning: 1.

ANNOUNCEMENTS

Clerk Janet Santos announced an agenda adjustment under "Resolutions" item four, the correct address is 118 N. Michigan, and the public hearing notice regarding the Urban Cooperation Agreement for Spaulding Township has been revised and placed at Council seats. The revision made is to state that the agreement is for inspection services rather than water services.

PUBLIC HEARINGS

City Clerk Janet Santos announced the public hearing regarding the 2018 Single Lot Special Assessment Tax Roll. Mayor Pro Tem Kloc called for public comments. The following persons presented their objections to Council: Sabrina Hines, Artisher Goodwine, and Shanttel Williams. Mayor Pro Tem Kloc called for comments two more times. There were no additional comments.

Moved by Council Member Boensch, seconded by Council Member Moore to close the public hearing. 8 ayes, 0 nays, 1 absent. Motion approved.

Clerk Santos announced the public hearing regarding the 2018-2019 Community Development Block Grant Program, Emergency Solutions Grant Program, and HOME Investment Partnership Program. Mayor Pro Tem Kloc called for public comments. The following persons presented comments: Ric Longoria, Chair of the Human Planning Commission, Mary Ellen Johnson, and John Vowell. Mayor Pro Tem Kloc called for comments two more times. There were no additional comments.

Moved by Council Member Bryant, seconded by Council Member Boensch to close the public hearing. 8 ayes, 0 nays, 1 absent. Motion approved.

Clerk Santos announced the public hearing regarding the request to establish an Obsolete Property Rehabilitation District at 409 Adams Street. Mayor Pro Tem Kloc called for public comments. Tom Miller, Jr. of Saginaw Future spoke in favor of the request. Mayor Pro Tem Kloc called for comments two more times. There were no additional comments.

Moved by Council Member Boensch, seconded by Council Member Milne to close the public hearing. 8 ayes, 0 nays, 1 absent. Motion approved.

Clerk Santos announced the public hearing regarding the Urban Cooperation Agreement with Spaulding Township to provide inspection services. Mayor Pro Tem Kloc called for public comments. John Stemple, Director of Neighborhood Services and Inspections spoke in favor of the agreement. Mayor Pro Tem Kloc called for comments two more times. There were no additional comments.

Moved by Council Member Boensch, seconded by Council Member Balls to close the public hearing. 8 ayes, 0 nays, 1 absent. Motion approved.

PERSONAL APPEARANCES

The personal appearances addressed the Council as follows: Bob Wagner, Aleksis Landers, Larry Brethauer, Alga Smith, Mark Oberschmidt, and Sharon Dinse.

REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Boensch, Tibbs, Milne, Balls, Bryant, Moore, and Mayor Pro Tem Kloc.

REPORTS FROM CITY MANAGER

City Manager Tim Morales provided updates on various projects and meetings.

CONSENT AGENDA:

1. Approve the minutes from the February 5, 2018 special meeting, closed session, and regular council meeting.
2. Approve the purchase with Standard Electric for \$6,210.46 for an APC SmartUPS for the Technical Services Department.
3. Approve the Purchase and Development Agreement with Downtown Area Development LLC for the property located at 124 North Washington Avenue.
4. Approve the Urban Cooperation Agreement with Spaulding Township for inspection services.
5. Ratification of the purchase with Detroit Salt Company, LLC for \$113,457.50 for 3,250 tons of road salt for the Right of Way Division.
6. Approve the increase to blanket purchase orders to various vendors by \$82,000, for a new total of \$169,100, for various vehicle parts for the Garage Division.
7. Approve a purchase with Champagne and Marx Excavating for an amount not to exceed \$20,000 for FY 2018; and pending budget approval for \$20,000 for FY 2019, and for FY 2020, for emergency water main repair services as needed for the Maintenance and Service Division.
8. Approve the purchase with Marshall Campbell for \$11,011.06 for materials needed to convert 66 lighting units to L.E.D. at the Wastewater Treatment Plant's two remaining remote facilities locations.
9. Approve the purchase with DP Technologies Group for \$7,529 for two pump control circuit boards for the Webber and Emerson Retention and Treatment Basins.

10. Approve the purchase with Pace Analytical Services, LLC for \$9,288 for analytical testing for the Water Treatment Division.

Moved by Council Member Bryant, seconded by Council Member Moore to approve consent agenda items 1 through 10, as presented. 8 ayes, 0 nays, 1 absent. Motion approved.

REPORTS FROM BOARDS, COMMISSION AND COMMITTEES; AND
APPOINTMENT OF BOARD AND COMMISSION MEMBERS

Moved by Council Member Boensch, seconded by Council Member Moore to approve the following:

1. the Mayoral reappointment of Paul Virciglio to the Civil Service Commission with a term to expire April 30, 2024.
2. the Council reappointment of Bruce Gale to the Zoning Board of Appeals with a term to expire December 31, 2020.
3. the Mayoral reappointment of Diane Makl to the Local Officers Compensation Commission with a term to expire March 1, 2025.

8 ayes, 0 nays, 1 absent. Motion approved.

CONSIDERATION AND PASSING OF ORDINANCES

Moved by Council Member Milne, seconded by Council Member Moore to adopt an ordinance to amend §99.11 "Traffic Control and Safety Requirements," of Chapter 99, "Special Events," of Title IX, "General Regulations," of the City of Saginaw Code of Ordinances, O-1. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Tibbs, seconded by Council Member Boensch to adopt an ordinance to add Chapter 117 "Business Establishments," of Title XI, "Business Regulations," of the City of Saginaw Code of Ordinances, O-1. 8 ayes, 0 nays, 1 absent. Motion approved.

RESOLUTIONS

Moved by Council Member Balls, seconded by Council Member Boensch to adopt the resolution approving the HOME Program Submission Program for 2018-2019. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Boensch, seconded by Council Member Humphreys to adopt the resolution approving the HOMELESS Assistance Program Emergency Solutions Grant Submission Program for 2018-2019. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Balls, seconded by Council Member Moore to adopt the resolution approving the Community Development Block Grant Program Submission Program Year for 2018-2019. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Humphreys, seconded by Council Member Bryant to adopt the resolution approving the request from Liquid Living LLC., located at 118 N. Michigan Avenue, to permit the service of alcoholic beverages on public property. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Bryant, seconded by Council Member Moore to adopt the resolution approving the request from Liquid Living LLC., located at 118 N. Michigan Avenue, for Outdoor Service to be held in conjunction with 2018 Class C licensed business. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Bryant, seconded by Council Member Moore to adopt the resolution to ratify the extension of the agreement with Mid Michigan Waste Authority and Resource Recovery Systems, LLC. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Humphreys, seconded by Council Member Boensch to adopt the resolution establishing an Obsolete Property Rehabilitation District at 409 Adams Street. 8 ayes, 0 nays, 1 absent. Motion approved.

ADJOURNMENT

Moved by Council Member Boensch, seconded by Council Member Moore to adjourn the meeting at 8:12 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

Janet Santos, CMMC/MMC
City Clerk

From: Timothy Morales, City Manager
Subject: January Budget Adjustment
Prepared by: Yolanda M. Jones, Office of Management and Budget

Manager's Recommendation:

I recommend approval of the amendments to the 2017/2018 Approved Budget for the listed funds. This adjustment is required to recognize any errors, omissions, or changes that have occurred within the month of January.

Justification:

The 2017/2018 annual budget will be adjusted in accordance with Public Act 2 of 1968, Uniform Budgeting and Accounting Act, the City Charter; and the approved 2018 Budget Resolution, which states that the City Manager must provide budget adjustments to City Council quarterly and/or as needed. As a result of the City Manager's monthly analysis for January, the below-mentioned budget adjustments take into consideration any errors, omissions, or changes in the funding levels and expenditures approved by City Council as prescribed by the City Charter.

In review of the General Fund, it is recommended that this fund be increased by a net \$98,365, from \$32,689,450 to \$32,787,815.

- A budget adjustment is required to recognize the carry forward of purchase order 0500806 for the replacement of frame rails on engine #4 in the amount of \$40,943. This purchase order was not included on the encumbrance roll forward report that was previously approved. In addition, the work was started in FY 2017 but was not completed until August, which is in the new fiscal year. Restricted fund balance will be utilized to cover this purchase.
- The Department of Technical Services is requesting a budget adjustment for the purchase of sound and microphone equipment for the council chambers for the Saginaw Government Television (SGTV) Division in the amount of \$32,000. These expenditures will be recognized in the General Government – SGTV Division's Operating Services Account No. 101-1711-805.000. To offset this expenditure, restricted fund balance will be appropriated to cover these expenditures. This restricted fund balance comes from the PEG Funds received each year.
- During the 2nd quarter the city received its State Fire Protection monies from the State of Michigan. These funds came in \$16,308 less than the budget. In addition, the city received its Local Community Stabilization Share monies, which came in \$49,145 higher than the budget. This budget adjustment reflects the shortfall of the State Fire Protection monies as well as the additional funds for the Local Community Stabilization Share.
- During the 2nd quarter of FY 2018, three employees left employment from various departments from within the General Fund. This budget adjustment recognizes the

payment to one police officer and two non-sworn employees for their accumulated compensatory and paid time off payouts in the amount of \$25,422. These expenditures will be partially offset by the additional Local Community Stabilization Share monies.

The Downtown Development Fund (243) should be increased from \$60,542 to \$191,651. This represents a \$131,109 increase. This increase is to recognize the carryover of funds from the DEQ grant for the Farmer's Market. To offset the increase in revenues will be an increase to the Downtown Development Fund – Redevelopment Grant's Professional Services Account No. 243-6050-801.000 by the same amount.

The Sewer Operations and Maintenance Fund (591) will realize a net increase of \$72,848, from \$24,003,470 to \$24,076,318. During the 2nd quarter of FY 2018, nine employees left employment. This budget adjustment recognizes the payment to these employees for their accumulated compensatory and paid time off payouts in the amount of \$72,848. To offset the increase in expenditures will be an increase to the Sewer Operations and Maintenance Fund's State Grant Account No. 590-0000-539.000 for funds received from the MDEQ Saw Grant in the amount of \$302,339. Revenues will be balanced out by a reduction to the Sewer Operations and Maintenance Fund's Retained Earnings Account No. 590-0000-989.000 in the amount of \$229,491.

The Water Operations and Maintenance Fund (591) should be increased from \$35,105,816 to \$35,147,235. During the 2nd quarter of FY 2018, five employees left employment. This budget adjustment recognizes the payment to these employees for their accumulated compensatory and paid time off payouts in the amount of \$41,419. To offset the increase in expenditures will be an increase to the Water Operations and Maintenance Fund's Reimbursement Account No. 591-0000-676.000 by the same amount for the claims related to the Davis Road construction project.

The Motor Pool Operations Fund (661) should be increased from \$2,098,468 to \$2,186,084. This represents an \$87,616 increase. This increase is due to an increase to Contribution from Other Funds to cover expenditures that have been incurred. To offset the increase in revenues will be an increase to the Motor Pool Operations Fund – Garage Division's Motor Vehicle Repair Account No. 661-4481-737.000 by the same amount.

The Unfunded Liabilities Fund (674) should be increased from \$250,000 to \$268,882, which represents an increase of \$18,882. This increase is to recognize the service fee/advisory fees that are associated with the AXA. Expenditures will be recognized in the Unfunded Liabilities Fund's Service Fee Account No. 674-8559-824.000. These expenditures will be offset by recognition of Gain on Investments Account No. 674-0000-671.014 by the same amount.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Tim Morales, City Manager
Subject: Laptops for Electronic Poll Book
Prepared by: Janet Santos, City Clerk

Manager's Recommendation:

I recommend the approval of a purchase to Bit Direct in the amount of \$4,704.00 for laptops for the Election Division.

Justification:

As a result of the review determination by the Election Commission and Review Team one of our goals is to improve the line control and processing of voters. It was agreed that an additional electronic poll book (EPB) station in each precinct would be of great assistance. The Bureau of Elections (BOE) has successfully tested the dual EPB function. Municipalities are now able to utilize the dual EPB system through the Qualified Voter File program. The City currently has sixteen (16) precincts. Therefore, sixteen (16) additional laptops must be purchased. The dual EPB will be implemented in the 2018 Elections.

Laptop minimum specifications standards are set by the BOE that can accommodate the programming. On February 13, 2018, sealed bids were opened and reviewed by the Purchasing Committee as follows:

COMPANY	PRICE
Bit Direct	\$4,704.00
Y & S Technologies	\$4,944.00

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are available in the General Fund, Offices of General Government, Election Division's Capital Less than \$5,000 Account No. 101-1731-971.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Board of Review Members Compensation
Prepared by: Linda Armintrout, Assessing Administrator

Manager's Recommendation:

I recommend approval to increase the Board of Review per hour stipend by \$2.50 for a new total of \$10 per hour.

Justification:

Michigan minimum wage increased on January 1, 2018 to \$9.25 per hour. The current Board of Review compensation was set many years ago at \$5.00 per diem travel and a stipend of \$7.50 per hour. The new requested compensation complies with Michigan Compiled Law, Section 408.414, Minimum Hourly Wage Rate.

The Board of Review is a requirement of Michigan Statute and City Charter. The board meets three times a year to review the assessment roll, hear appeals and correct clerical errors. Appointments to the seven member board are made by City Council. Changing the per hour stipend from \$7.50 to \$10.00 is projected to increase payments to the entire board by \$200 annually.

Funds are budgeted in the General Fund, Fiscal Services Dept., Assessing Division's Non-Employee Compensation Account No. 101-1744-807.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: CSI Emergency Apparatus Purchase Order Increase

Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

I recommend approval to increase purchase order number 502498 with CSI Emergency Apparatus, in the amount of \$9,000.00 for a new purchase order total of \$10,999.00 and that purchase order number 501567 to Apollo Fire Apparatus be decreased by \$9,000 to a total amount of \$11,000 for the fire department.

Justification:

On October 31, 2017 purchase order number 502498 to CSI Fire Apparatus was created for a total of \$1,999.00 for fire apparatus service and repairs. The additional funds requested is the result of additional services and repairs that they will provide for our fleet. The reduction to the Apollo Fire Apparatus purchase order is the shifting of some services and repairs they perform to CSI Fire Apparatus as a result of our ongoing cost and efficiency evaluation process.

Outside vendor services are used to mechanically maintain, repair, test, and certify the Saginaw Fire Department fleet. CSI Fire Apparatus possesses the expertise and certifications necessary for fire apparatus repairs on pumpers, aerials, hydraulics, and valves and is within the group of specialized vendors we use for these services. The Saginaw Fire Department continually evaluates all of these specialty vendors to determine that we are receiving the best and most timely service for our apparatus at the lowest cost.

This Vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Community Public Safety – Fire, Fire Apparatus and Maintenance Division's Motor Vehicle Repairs Account No. 101-3554- 931.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Tim Morales, City Manager
Subject: 3-Year Uniform Bid Award for Saginaw Police-Annual PO
Prepared by: Brian Rowell, Community Public Safety – Police

Manager's Recommendation:

I recommend approval of the purchase with Lansing Uniform Company for \$22,476.20 for FY 2019 and FY 2020, and \$24,008.60 for FY 2021 for uniforms for the Saginaw Police Department pending budget approval.

Justification:

On February 20, 2018, one vendor submitted a bid in response to the City of Saginaw's request for proposal #P1541-18 for a 3-year bid in supplying the Saginaw Police Department uniforms. The following is a tabulation of the bid received:

Vendor & Location	SPD Uniforms 1 st Year	SPD Uniforms 2 nd Year	SPD Uniforms 3 rd Year	Total Cost for 3 Years
Lansing Uniform Co. Lansing, MI	\$22,476.20	\$22,476.20	\$24,008.60	\$68,961.00

All sworn officers are required to be outfitted with Saginaw Police Department uniforms which include pants, short and long sleeve shirts, jackets, coats, hats, and ties.

This vendor meets all requirements of §14.23, "Vendors", of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing, of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are available in Community Public Safety – Police, Police Building Management Division, Clothing Supplies, Account No. 101-3514-728.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Rotary Club Donation & Budget Adjustment
Prepared by: Brian Rowell, Community Public Safety – Police

Manager's Recommendation:

It is recommended that a budget adjustment be completed to increase the General Fund Revenues Police Donations Account No. 101-0000-674.009 from \$6,080 to \$11,080, which equates to a \$5,000 increase. This increase in revenues is to recognize a \$5,000 donation from the Rotary Club of Saginaw. This increase in revenue will be offset by an increase in the Community Public Safety–Police, Police Administration Division's Parts & Supplies Account No. 101-3512-742.000 by the same amount.

Justification:

The Rotary Club of Saginaw's Board of Directors has approved a donation in the amount of \$5,000.00 to the Saginaw Police Department that may be used to purchase law enforcement equipment to be used to help fight crime. These items are used regularly by our patrol and investigative units and need replacement on a regular basis.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Purchase of Positive Action Educational Kits
Prepared by: Brian Rowell, Community Public Safety - Police

Manager's Recommendation:

I recommend the approval of the purchase with Positive Action, Inc. for \$4,228.75 for Positive Action Educational Kits for use in the Saginaw Police Department Treatment and Prevention Services (TAPS) program.

Justification:

Positive Action, Inc. is the sole-provider of the educational kits to be used under the TAPS Grant, which SPD was awarded to further educate the youth in the community, from kindergarten through the twelfth grade. The Positive Action program features scripted lessons that are easy to prepare and teach. All of the materials called for in each lesson are included in a Kit. These materials include posters, games, worksheets and puzzles. There are approximately 140 lessons per Kit with materials for 30 students.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds for this purchase are budgeted in the Saginaw TAPS Fund, Youth Initiative Grant, Educational Supplies, Account No. 265-3325-730.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Tim Morales, City Manager
Subject: Saginaw Police Department - Carpet
Prepared by: Brian Rowell, Community Public Safety – Police

Manager's Recommendation:

I recommend approval of the purchase with O'Connor's Carpet One of Saginaw, MI, the lowest bidder, in the amount of \$16,050.00 for new carpet for all second floor hallways and two offices at the Saginaw Police Department.

Justification:

On February 20, 2018, three qualified vendors submitted bids in response to the City of Saginaw's request for Proposal #1540-18 for new carpet, all materials, installation and labor, for all second floor corridors and two offices. The carpet is soiled beyond repair despite having been shampooed professionally numerous times in the past.

The following is a tabulation of the bids received:

VENDOR & LOCATION	TOTAL COST
O'Connor's Carpet One Saginaw, MI	\$16,050.00
Supreme Floor Covering Saginaw, MI	\$16,925.00
AT Frank Floorcovering Saginaw, MI	\$17,500.00

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Community Public Safety - Police, Police Building Management, Repairs and Replacements, Account No. 101-3514-974.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Vehicle Collision Repair – Streets Division
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval of the purchase with Engel's Auto Body in the amount of \$2,038.58 for repairs to pickup truck No. 53-0602 for the Streets Division.

Justification:

On February 14, 2018, Streets pickup No. 53-0602, a 2015 GMC Sierra with 22,975 miles was involved in an accident on N. Washington Ave. in front of the Temple Theater. The vehicle sustained damage to the right box side area. The repairs amount to less than the City's \$25,000 deductible; therefore, no reimbursement from the insurance company is warranted. These repairs are necessary in order to maintain the vehicle in a safe and operable condition. Quotes were requested from two local repair vendors that have completed quality repair work for the City in the past, they have provided quotes for the repair.

The following is a listing of the quotes received:

<u>Vendor</u>	<u>Cost</u>
Engel's Auto Body Saginaw, MI (out-city)	\$ 2,038.58
Mike's Bumping and Painting Saginaw, MI (in-city)	\$ 2,151.78

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are available in the Motor Pool Operation Fund, Garage Operations Division's, Motor Vehicle Repairs Account No. 661-4481-931.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Blanket Purchase Order Increase – Garage Division
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval of an increase to the blanket purchase order issued to Larry's Auto Supply by \$1,200, for a new total amount of \$3,190, for various tools, parts, and supplies for the Garage Division.

Justification:

On August 15, 2017, the listed purchase order below was issued to Larry's Auto Supply in the amount of \$1,990 for the purchase of miscellaneous tools, parts, and supplies used by shop personnel to maintain the City's fleet vehicles for Fiscal Year 2018. Due to increased required replacements and upgrades, an increase to this PO is required.

<u>PO Number</u>	<u>Vendor</u>	<u>Original PO Amount</u>	<u>Recommended Increase</u>	<u>New Total PO Amount</u>
0501996	Larry's Auto Supply Saginaw, MI (in-city)	\$ 1,990	\$ 1,200	\$ 3,190

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Motor Pool Operation Fund, Garage Operations Division's Parts and Supplies Account No. 661-4481-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Purchase of Fire Hydrants
Prepared by: Joshua Hoffman, Public Services Department

Manager's Recommendation:

I recommend approval of the purchase with Michigan Pipe and Valve in the amount of \$98,000 for fire hydrants for the Maintenance and Service Division.

Justification:

On March 7, 2017, the Maintenance and Service Division received bids for an annual supply of 60 fire hydrants of various sizes. Michigan Pipe and Valve has agreed to extend their fiscal year 2017 bid price for fiscal year 2018. Purchasing an annual supply of fire hydrants in quantity is required for the division to maintain adequate inventory and secure the best cost for the City. Following is a tabulation of the bids received:

<u>Vendor</u>	<u>Cost</u>
Michigan Pipe and Valve Saginaw, MI (out City)	\$ 98,000.00
East Jordan Iron Works East Jordan, MI.	\$100,682.90

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provision," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Water Operation and Maintenance Fund, Maintenance and Service Division's, Parts and Supplies Account No. 591-4721-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Purchase of Traffic Signal Control Cabinet
Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend approval of the purchase with Carrier and Gable, Inc. in the amount of \$9,887.00 for a Traffic Signal Control Cabinet for the Traffic Maintenance Section of the Right of Way Division.

Justification:

On February 21, 2018, a quote was received from Carrier and Gable, Inc. for an Eagle traffic signal control cabinet through the MIDEAL state bid pricing, contract #591B7700047.

The Traffic Maintenance Section maintains and installs the traffic signals throughout the City of Saginaw. A vehicle accident on February 18, 2018 damaged the signal cabinet at the intersection of Bay Street and Cooper Avenue beyond repair. The cabinet was replaced with one from stock and this purchase is to replace the stock cabinet.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Major Street Fund, Traffic Engineering Division's, Parts and Supplies Account No. 202-4621-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Finished Water Reservoir Inspection
Prepared by: Paul D. Reinsch, Water and Wastewater

Manager's Recommendation:

I recommend approval of the Professional Services Proposal from Nelson Tank Engineering and Consulting, Inc. in the amount of \$2,800.00 for inspection services for the Water Treatment Division.

Justification:

Two proposals were solicited and received for professional services to be performed; one from Dixon Engineering, Inc. and one from Nelson Tank Engineering & Consulting, Inc., both known and respected in the field. The scope of work includes a maintenance inspection of the east 10 million gallon finished water storage reservoir at the main treatment plant, including a report of findings. The reservoir is due for a five-year regulatory inspection. Following is a tabulation of the proposals received:

<u>Contractor</u>	<u>Cost</u>
Nelson Tank Engineering & Consulting, Inc. Lansing, MI	\$2,800.00
Dixon Engineering, Inc. Lake Odessa, MI	\$3,200.00

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Water Operations and Maintenance Fund, Treatment & Pumping Division's Engineering Services Account No. 591-4730-802.000.

The Professional Services Proposal has been approved by me as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Manhole Sealing
Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with Uretex ICR in the amount of \$4,810.00 for the sealing of a manhole for the Remote Facilities Division.

Justification:

The Remote Facilities staff have identified heavy ground water infiltration into a manhole that handles the basin dewatering flow at the Weiss Retention and Treatment Basin. This manhole should be dry except when the basins are being drained after a wet weather event. Ground water infiltration into this manhole causes additional flow to the treatment plant and will, over time, degrade the manhole's condition. On February 13, 2018, sealed bids were opened for the sealing of this manhole. Following is a summary of the bids received:

Uretex ICR Tomball, TX	\$4,810.00
Advanced Rehabilitation Technologies Bryan, OH	\$5,000.00
R&A Environmental Rehabilitation Clare, MI	\$15,550.00

This vendor meets all requirements of §14.23, "Vendors," Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are available in the Sewer Operations and Maintenance Fund, Remote Facilities Division's General Repairs Account No. 590-4835-930.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Form Based Zoning Code

Prepared by: Michael Foust

Manager's Recommendation:

I recommend to repeal and add new §153.460 et. seq. "Riverfront Mixed Use District," of Chapter 153, "Zoning Regulations," Title XV, "Land Usage," to include new form based zoning provisions in the existing ordinance.

Justification:

In 2016, the City, the Michigan Municipal League, and the Michigan Economic Development Corporation, entered into a contract with LSL Planning, LLC of Royal Oak to develop a form based zoning code for the Riverfront Mixed Use District. A form based zoning code is a different approach from conventional zoning that allows for a quicker approval process of projects for developers, sets parameters to allow for a more condensed, walkable downtown area and sets standards for building types with build-to lines and more parking that is concealed from the street view.

LSL Planning and City staff conducted several meetings for the public with developers/architects, and a joint meeting of the City Planning Commission and the Riverfront Commission. These meetings were held to obtain input and to set up criteria for use in developing this code. The form based code incorporated many of the Riverfront guidelines that have been followed in site plans for new development in the Riverfront Mixed Use District.

The City will fulfill several of the goals in the City's Master Plan by implementing this code and will complete a requirement towards obtaining Redevelopment Ready Certification. The City Planning Commission held a public hearing during their regular meeting on December 19, 2017, and approved a recommendation to City Council for the approval of the form based zoning in the Riverfront Mixed Use District.

At its Strategic Planning Session on January 20, 2018, City Council heard a presentation regarding the form based code.

Council Action:

This Council Communication is for explanation purposes of the ordinance to be introduced and enacted according to the City Charter, Section 22, titled "Ordinances."

Moved by Council Member _____, seconded by Council Member _____ to introduce an Ordinance entitled and reading as follows:

O- _____

AN ORDINANCE TO REPEAL AND ADD NEW §153.460 ET. SEQ. "RIVERFRONT MIXED USE DISTRICT," OF CHAPTER 153, "ZONING REGULATIONS," TITLE XV, "LAND USAGE," OF THE CITY OF SAGINAW CODE OF ORDINANCES, O-1.

Laid over under the Charter Provision.

Moved by Council Member _____, seconded by Council Member _____ that an ordinance introduced on March 5, 2018, be taken up and enacted, entitled and reading as follows:

O-_____

AN ORDINANCE TO REPEAL AND ADD NEW §153.460 ET. SEQ. "RIVERFRONT MIXED USE DISTRICT," OF CHAPTER 153, "ZONING REGULATIONS," TITLE XV, "LAND USAGE," OF THE CITY OF SAGINAW CODE OF ORDINANCES, O-1.

The City of Saginaw Ordains:

An ordinance to repeal and add new §153.460 et. seq. "Riverfront Mixed Use District," of Chapter 153, "Zoning Regulations," Title XV, "Land Usage," of the City of Saginaw Code of Ordinances, O-1.

RIVERFRONT MIXED USE DISTRICT

§ 153.460 PURPOSE.

The Riverfront Mixed Use District is a transitional area of the Riverfront and Washington Avenue corridor intended for new commercial, office, residential, park, recreation and marina development. The district and the sub-districts described below, are on the City zoning map and are intended to guide and promote the development of Saginaw's River Corridor and adjacent business districts in accordance with the Saginaw River Corridor Master Plan and the City of Saginaw Master Plan.

§ 153.461 CHARACTER OF RMU DISTRICT.

A. General Character.

The Riverfront Mixed-Use District is primarily characterized by commercial development along the Saginaw River Corridor. A prime characteristic of this district is two cores of intense pedestrian activity, Old Town and Downtown, with shopping and merchandising activities that serve the entire community.

B. Street, block and access patterns.

The Riverfront Mixed-Use District consists of two main street districts from which development radiates and a river that bisects the district. Sites along the river tend to be longer and more irregularly shaped lots, while downtown and commercial areas follow a traditional, small-block street grid.

C. Building placement and location

Residential buildings typically have consistent, moderate front setbacks and consistent orientation. Commercial buildings typically have consistent orientation

towards primary streets and shallow front setbacks with parking at the rear and / or side of the building.

D. Building height.

The Riverfront Mixed-Use District is characterized by low-scale buildings except for mid-rise commercial and mixed-use structures, particularly at nodes or along primary streets, and high-rise buildings in downtown centers.

E. Mobility.

There is a balance of pedestrian, bicycle and vehicle reliance with greater access to the multi-modal transportation system.

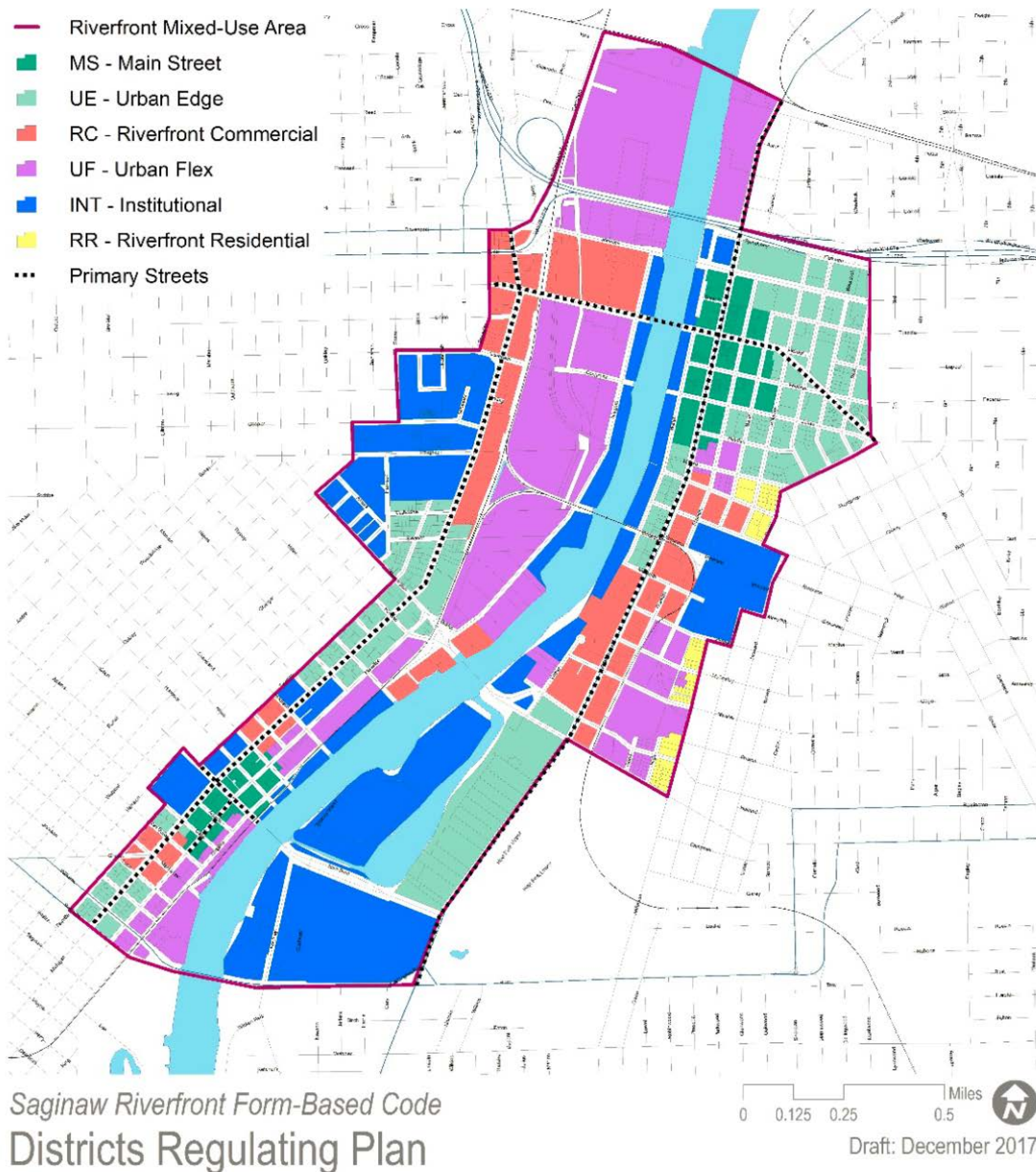
§ 153.462 Districts and Regulating Plan

A. District Intent

1. MS – Main Street District. The intent of the Main Street district is to create a pedestrian – friendly, compact mixed-use district. The Main Street district is broken down into sub-districts of MS-E for Downtown and MS-W for Old Town.
2. UE – Urban Edge District. The intent of the Urban Edge district is to accommodate a flexible variety of uses and scales, preserve historic homes, integrate context-sensitive mixed-uses, and serve as a transition from denser Main Street to surrounding residential neighborhoods.
3. RC – Riverfront Commercial. The intent of the Riverfront Commercial district is to provide opportunity for more suburban style commercial development including drive-thru service and restaurants and wider front yard setbacks.
4. UF – Urban Flex District. The intent of the Urban Flex district is to acknowledge the transition of industrial uses to flex spaces such as integrating housing with employment centers and strategically integrating attached residential units into established residential neighborhoods along certain corridors.
5. INST – Institutional District. The intent of the Institutional district is to preserve open space and allow for comprehensive development of institutional, governmental, and hospital campuses.
6. RR – Riverfront Residential District. The intent of the Riverfront Residential district is to accommodate a variety of detached and attached urban housing types.

B. Regulating Plan

1. The regulating plan is the controlling document and principal tool for implementing form districts. It is a subset of the zoning map.
2. Comparable to the zoning map, the regulating plan provides specific information on the development parameters for parcels within each district, and it may identify additional regulations and / or special circumstances for specific locations.



§ 153.463 Building Form Standards

A. General Intent. The intent of the Riverfront Mixed-Use District is to:

1. Promote and protect the central business district as a safe, active, pedestrian-scaled, diverse area through building forms that create a positive public street edge.
2. Implement the Saginaw Master Plan.
3. Integrate higher density in a way that respects and relates to the character and built environment of adjacent areas.
4. Combine a mix of uses to create a safe, vital community.
5. Create unique, attractive, pedestrian and bicycle-friendly places with a streetscape that prioritizes pedestrian circulation.

6. Encourage urban-style infill development on vacant sites.

B. Building Form Intent. The following goals are considerations with regard to building form in the Riverfront Mixed Use District:

1. Height. Encourage buildings whose forms are responsive to the surrounding context, including opportunities to reinforce existing and evolving nodes of mixed-use, pedestrian and transit activities. Arrange building heights and scaling devices to provide transitions to adjoining areas.
2. Siting
 - a. Required Build-to. Provide a consistent street edge to enhance character of the urban context. Define streets to promote pedestrian activity and sense of place.
 - b. Setbacks. Site buildings to be consistent with intended character and functional requirements of the urban context. Site buildings to define the street edge / public realm consistent with the context. Use building siting to create positive transitions between districts.
 - c. Parking Location. Minimize the visual impacts of parking areas on streets and adjoining property. Minimize conflicts between pedestrian and vehicles.
3. Design Elements.
 - a. Promote variation in building form that enhances access to daylight, air and views from within and around new structures. Encourage variation in building form that provides opportunities for architectural scale relationships in large building contexts.
 - b. Transparency. Maximize transparency of windows at street level to activate the street. Use doors and windows to establish scale, variation and patterns on building facades that provide visual interest.
 - c. Entrances. Give prominence to the pedestrian realm as a defining element of neighborhood character. Provide convenient access to buildings and pedestrian active uses from the street. Articulate building entrances as visual aid in way-finding. Provide a positive relationship to the street through access, orientation and placement consistent with the context.

C. Primary Building Form Standards. The following standards are to be used as a guide in developing building forms in the site plan process.

1. Building Form Intent

i. General Mixed-Use. Establish the base set of standards for a variety of mixed-use applications.



ii. Apartment. Establish standards for multi-unit dwelling development that allows a variety of layouts, but requires a minimum of one entrance at the street. Also accommodates, where permitted, appropriately scaled group living, civic, and nonresidential development.



iv. Urban House. Establish standards for single- and two-unit dwelling development consistent with the established character of the Riverfront District. Also accommodates, where permitted, appropriately scaled group living, civic, and nonresidential development.



iii. Townhouse. Establish standards for appropriately designed multi-unit dwelling development that requires each unit to have a street-facing entrance. Also accommodates, where permitted, appropriately scaled group living, civic, and nonresidential development.



v. Drive-Thru. To allow more flexible design standards to accommodate unique circumstances of automotive-oriented uses with an accessory drive-thru lane.



2. Building Types Permitted by District

P – Permitted
SLU – Special Land Use

		Districts						
		MS-E	MS-W	UE	RC	UF	INT	RR
		Main Street East - Downtown	Main Street West - Old Town	Urban Edge	Riverfront Commercial	Urban Flex	Institutional	Riverfront Residential
Building Type	Description							
General Mixed-Use	Mixed-use buildings to reinforce pedestrian comfort, walkability, and activity. Typically, active ground floor uses with high transparency window areas creating a connection between the sidewalk and building interiors.	P	P	P	P	P	SLU	
Apartment	Multi-unit dwelling requiring at least 1 street-facing entrance	P	P	P	P	SLU		SLU
Townhouse	Multi-unit dwellings with each unit having street-facing entrance	SLU	SLU	P		P		SLU
Urban House	Single and 2-unit style buildings consistent with established character			P		P	SLU	P
Drive-thru	To allow more flexible design standards to accommodate unique accessory drive-thru circumstances				SLU	SLU		
Building types identified above as SLU are subject to the special land use standards in <i>Section 153.597</i> .								

3. Building Form Standards by Building Type

i. General Mixed-Use

i. General Mixed-Use Building Form Standards	Districts					
	MS-E	MS-W	UE	RC	UF	INT
HEIGHT						
Stories (min/max)	3/-	2/5	1/3	1/3	1/5	1/-
Feet (min/max)	38'/-	24'/70'	-/50'	-/45'	-/70'	-/60*
Ground Floor, floor to floor height (min)	16'	16'	16'	-	-	-
SITING						
REQUIRED FRONT YARD FRONTAGE	(min build-to % within front setback min/max) See Sec. 153.467.B.					
Primary Street	85% 5'-10'	85% 0'-5'	75% 0'-5'	-	-	-
Non-Primary Street	75% 0' - 5'	75% 0'-5'	60% 0'-5'	-	-	-
Side Street	60% 0'-5'	60% 0'-5'	40% 0'-5'	-	-	-
SETBACKS						
Block sensitive setback required (See Section 153.467.C.2)	no	no	yes	no	yes	yes
Primary Street (min)	5'	0'	0'	15'	5'	15'
Front, non-Primary Street (min)	0'	0'	0'	15'	0'	15'
Side Street (min)	0'	0'	0'	15'	0'	15'
Side interior (min) adjacent to residential/ non-residential district	0'/0'	0'/0'	6'/0'	10'/5'	6'/0'	20'/15'
Rear, alley / no alley (min)	0' / 0'	0' / 0'	0'/10'	-/10'	0'/10'	10'/50'
PARKING						
Surface parking between building and Front Street / Side Street	Not permitted/ not permitted		Not permitted/ not permitted	Permitted (10% max lot area)/ permitted	Not permitted/ permitted	Not permitted/ not permitted
Ground floor parking setback from Primary Street (See Sec. 153.467.C.4)	30'	30'	30'	-	-	-
Vehicle access	From alley when present or as determined during Site Plan Review					
DESIGN ELEMENTS						
Fenestration, Ground Floor, Primary Façade (min)	60%	60%	40%	40%	40%	30%
Fenestration, Ground Floor, Secondary Façade (min)	30%	25%	25%	25%	25%	25%
Fenestration, Upper floors (min)	20%					
Pedestrian Access, Primary Façade	Entrance					

*Buildings of greater than the maximum height may be allowed provided side and rear yards are increased above the minimum required yards by one foot for each foot of building height that exceeds the maximum height allowed.

ii. Apartment

Districts

Building Form Standards	UE	RC	UF	RR
HEIGHT				
Stories (min/max)	2/5	1/5	2/5	2/3
Feet (min/max)	24'/60'	-/60'	24'/60'	24'/40'
SITING				
LOT				
Lot Size	-	-	-	6,000 sf
Lot Width (min)	-	-	-	50'
SETBACKS				
Block sensitive setback required (See Section 153.467.C.2)	Yes	Yes	Yes	Yes
Primary Street (min/max)	5'/15'	15'/50'	10'/20'	15'/25'
Front, non-Primary Street (min/max)	0'/15'	10'/25'	10'/20'	15'/25'
Side Street (min)	5'	10'	5'	10'
Side Interior (min)	10'	5'	5'	10'
Rear, alley / no alley	12'/20'			
PARKING				
Surface parking between building and Primary Street / Side Street	Not permitted/ not permitted	Not permitted / permitted	Not permitted / permitted	Not permitted / permitted
Vehicle access	From Alley; or from street when no Alley present			
DESIGN ELEMENTS				
Fenestration, Primary Facade (min)	20%			
Fenestration, Secondary Facade (min)	10%			
Pedestrian Access, Primary or Secondary Façade	Entrance			

iii. Townhouse Building Form Standards	Districts				
	MS ¹	UE	RC	UF	RR
HEIGHT					
Stories (max)	2.5				
Feet (max)	35'				
Ground Floor Finish Elevation (min)	18"				
SITING					
Dwelling units per Structure (min/max)	3/10				
SETBACKS					
Block sensitive setback required (See Section 153.467.C.2)	No	Yes	Yes	Yes	Yes
Front (min)	5'	5'	20'	20'	15'
Side (each; min)	5'	5'	5'	5'	5'
Rear, alley / no alley	12'/20'	12'/20'	12'/20'	12'/20'	12'/25'
PARKING					
Surface parking between building and Primary Street / Side Street	Not permitted / permitted				
Vehicle access	From Alley; or from street when no Alley present				
DESIGN ELEMENTS					
Fenestration, Primary Façade (min)	20%				
Fenestration, Secondary Façade (min)	10%				
Street facing garage doors, Primary Façade	Not permitted				
Street facing garage door, Side Street	Not permitted	Not permitted	Not permitted	Permitted, maximum width 9' per unit	Permitted, 3' behind front façade, maximum width 9' per unit
Pedestrian Access, Primary Façade	Porch or Stoop				

¹Not permitted on Primary Streets

iv. Urban House

Building Form Standards

Districts

UE

RR

HEIGHT

Stories (max)	2.5
Feet (max)	35'
Ground Floor Finish Elevation (min)	18"

SITING

SETBACKS & BUILDING COVERAGE

Block sensitive setback required (See Sec. 153.467.C.2)	Yes	Yes
Primary Street or Front (min)	20'	
Side Street (min)	5'	
Rear	25'	25'
Building Coverage, including accessory structures (max)	50%	40%

PARKING

Surface parking between building and Front Street / Side Street	Not permitted/ not permitted	Not permitted/ permitted
Vehicle access	From alley when present	

DESIGN ELEMENTS

Attached Garage Allowed	Shall be setback 5' from Principal Building along the primary façade and shall not exceed 35% of the entire width of the Primary façade or 16', whichever is greater
Pedestrian Access, Primary Façade	Street-facing Entrance and Entry Feature

v. Drive-thru

Building Form Standards

Districts

Building Form Standards	RC	UF
HEIGHT		
Stories (max)		3
Feet (max)		38'
Ground Floor, floor to floor height (min)		16'
SITING		
SETBACKS		
Primary Street or Front (min)	15'	0'
Side Street (min)	10'	0'
Side interior (min), adjacent to residential district/nonresidential	10'/ 5'	6' /0'
Rear, alley / no alley	0'/10'	0'/10'
PARKING		
Surface parking between building and Front Street / Side Street	Permitted (10% max of lot area)/ permitted	Not permitted / permitted
Ground floor parking setback from Primary Street		30'
Vehicle access	One driveway per street frontage*	
DESIGN ELEMENTS		
Fenestration, Primary Facade (min)	50 - 70%	
Fenestration, Secondary Facade (min)	30%	
Pedestrian Access, Primary Façade	Entrance	
*A second access may be approved by city staff upon a finding that the additional access is essential for convenient access, and that the access is spaced adequately and designed to minimize conflicts.		

§ 153.464 Additional Design Standards

A. Façade articulation

1. Intent. To create visually interesting and human-scaled facades, particularly those that face streets or open spaces and avoid large areas of undifferentiated facades.
2. Design Standards. Building facades facing primary and side streets shall incorporate, at a minimum, three of the following architectural scaling elements.
 - a. A change in color,
 - b. A change in material or material module or pattern,
 - c. A system of horizontal and vertical scaling elements such as a belt course, string course, projecting fins, or projecting cornice or eye brow,
 - d. Expression of the structural system and infill panels through a change in plane of at least three (3) inches,
 - e. Articulation of window and doorway surrounds, which may include sills, lintels, pilasters, and mullions through a change in plane of at least two (2) inches,

- f. A system of horizontal and vertical articulating reveals of at least three-eighths (3/8) inch width by three-eighths (3/8) inch depth,
- g. A system of art or ornament integral to the building, such as an inset decorative panel or metal framework anchored to embed in the building façade.

3. Design guidelines

- a. Façade articulation should be more detailed at the ground floor.
 - b. Exterior walls shall have architectural delineation between the first and second stories. The second story façade height shall be less than the first story height.
 - c. Architectural scaling elements should be integrated into the building façade and not appear as an insubstantial overlay.
 - d. Architectural scaling elements should be composed in a way that highlight a building's intrinsic architectural characteristics, including structural and use or ownership representation.
4. Where a principal building façade abuts a façade of secondary importance, such as along an alley or internal service area, architectural scaling elements should be integrated into that portion of the secondary façade exposed to public view.

B. Building Materials

- 1. Intent. To allow for creative building design while achieving the following:
 - a. To create visual interest through a varied palette of texture, color and module.
 - b. To give buildings and surfaces a human scale.
 - c. To ensure the consistent use of high quality materials appropriate for an urban environment.
 - d. To promote safety, durability, sustainability and ease of maintenance
- 2. Approved building materials. Only high-quality, durable materials that complement existing materials and character of the District shall be used on facades visible from the street. The following materials are approved for use in any quantity. Other materials of equal quality may be used.
 - a. Brick, including glazed brick,
 - b. Natural and architectural pre-cast stone,
 - c. Architectural pre-cast concrete,
 - d. Hard coat stucco,
 - e. Glass and channel glass units,
 - f. Wood lap siding,
 - g. Architectural metal panel systems,
 - h. Decorative metal framing systems with an exterior-grade finish system,
 - i. Concrete masonry units with an architectural coloration or finish.
- 3. Limited building materials. The following materials shall not be used on building facades visible from the street.
 - a. Exterior insulation and finishing systems (EIFS),
 - b. Materials of a structural or unfinished nature such as tilt-up concrete panels and plain concrete masonry units.

C. Rooftop and/ or Upper Story Decks

1. Intent: To protect the privacy of adjacent rear yards in residential neighborhoods.
2. Rooftop and/or upper story decks are prohibited in the rear thirty-five (35) percent of the zone lot depth.
3. The Chief Inspector, or designee, may prohibit other similar structures in the rear thirty-five (35) percent of the lot as measured from the rear lot line, when the Chief Inspector, or designee, finds the structure would have similar adverse privacy impacts.

D. Pedestrian Access

1. Applicability. The Building Form standards specify which type of Pedestrian Access is required for each building form.
2. Pedestrian Access Requirements. The following are required supplemental standards for each type of Pedestrian Access:
 - a. Entrance. An entrance shall provide a clear, obvious, publicly accessible connection between the street and the primary use within the building.
 1. An Entrance shall be located on the Primary Street facing façade; or
 2. An Entrance shall be functional and unobstructed during open business hours.
 3. An Entrance shall be one of the following:
 - a. Door – An entrance on the same plane as the building façade.
 - b. Recessed Entrance – An entrance inset behind the plane of the building façade by no more than fifteen (15) feet.
 - c. Corner Entrance – An angled street-facing entrance located on the corner of a building at approximately forty-five (45) degrees to the intersecting streets.
 - b. Entry Feature. An Entry Feature shall signal the connection between the street and the primary use within the building.
 1. An Entry Feature shall be located on the front façade.
 2. An Entry Feature shall be a door, gate, front porch, front stoop, front terrace, canopy and / or arcade.

E. General Site Design and Facility Standards. All development shall provide:

1. Adequate design of grades, paving, gutters, drainage and treatment of turf to handle storm waters, prevent erosion and formation of dust;
2. Adequate, safe and convenient arrangement of pedestrian circulation facilities, roadways, driveways, off-street parking and loading space, facilities for waste disposal;
3. Arrangement of buildings and vehicular circulation open spaces so that pedestrians moving between buildings are not unnecessarily exposed to vehicular traffic;
4. Adequate amount and proper location of pedestrian walks, malls and landscaped spaces to separate horizontally or vertically pedestrian walks, malls and public transportation loading places from general vehicular circulation facilities;
5. Arrangement and orientation of buildings and location of off-street parking areas so as to minimize the impacts on adjacent properties;

6. Proper arrangement of signs and lighting devices with respect to traffic control devices and adjacent residential districts to minimize hazardous distraction, glare, and reduce visual clutter;
7. Adequate amount and safe location of play areas for children and other recreational areas according to the concentration of residential occupancy;
8. Adequate consideration for the access needs of residents with disabilities;
9. Adequate identification of buildings, particularly in development where two or more buildings use one street address or where two or more buildings are located on private street or drives.

F. Landscaping and screening

1. Intent. To encourage site design that improves pedestrian experience, site permeability, reduces the urban heat island effect, and is easily maintained.
2. Areas of lot coverage that are not paved or occupied by building footprint must be landscaped with grass lawn, ground covers, perennial / shrub beds or a combination thereof.
3. Non-organic ground covers (e.g. stone chips, rock) must be arranged in a deliberate manner and may not exceed more than twenty-five (25) percent of the site landscape area.
4. Street yard landscaping within the public rights-of-way
 - a. Public rights-of-way shall be planted with grass. Trees, shrubs, or other ground covers may be planted within the right-of-way only as otherwise permitted by City ordinance or as otherwise provided by other appropriate authorities with jurisdiction over the street.
 - b. Yards abutting Primary Streets shall incorporate decorative paving and streetscape elements. Plant material shall be located in tree wells, bioswales, and above ground planters.
5. Between sidewalk and parking
 - a. Setback landscaping between the edge of sidewalk and parking lot edge shall consist of lawn and landscape planting beds.
 - b. Landscape planting beds shall be a minimum of twenty-five (25) percent of the landscape setback area.
 - c. Setback areas greater than fifteen (15) feet in depth must plant at least one deciduous tree for every thirty (30) feet of frontage or part thereof and a minimum of one shrub shall be planted for each ten (10) lineal feet of frontage, or portion thereof.
 - d. These landscape requirements are in addition to other screening or buffer requirements as indicated in the applicable zoning district section.
6. Between sidewalk and building
 - a. Non-residential setback landscaping between the edge of sidewalk and building face shall consist of lawn, landscape planting beds, and paved pedestrian areas.
 - b. Landscape planting beds shall be a minimum of twenty-five (25) percent of the landscape setback area. This may be reduced to zero (0) percent in areas where the public sidewalk is immediately adjacent to the building face.
 - c. Setback areas greater than twenty (20) feet in depth must plant at least one deciduous tree for every thirty (30) feet of frontage or part thereof and a

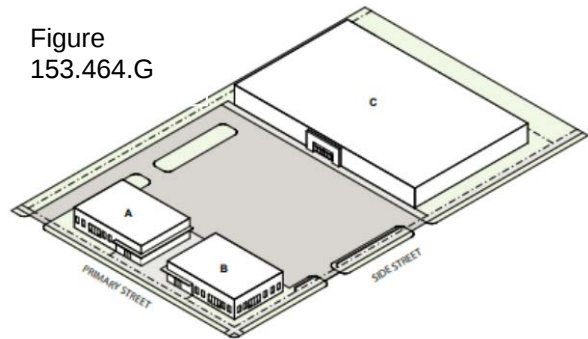
minimum of one shrub shall be planted for each ten (10) lineal feet of frontage, or portion thereof.

7. **Parking Lot Landscaping.** Parking lot landscaping shall be arranged in a manner that improves the safety of pedestrian and vehicular traffic, guides traffic movement, improves the environment and improves the appearance of the parking area and site. Parking lot landscaping shall be provided in accordance with the following standards:
 - a. One tree shall be required for each four thousand (4,000) square feet of paved driveway and parking lot surface, provided that no fewer than two (2) trees are provided.
 - b. All of the required parking lot trees and landscape areas shall be placed within landscape islands inside of the parking lot or the area within ten (10) feet surrounding the parking lot.
 - c. Each tree shall be provided with an open land area of not less than one hundred-fifty (150) square feet to provide area for infiltration and with a minimum diameter of six (6) feet at the trunk of the tree for protection. If a sprinkled irrigation system is provided, the open land areas can be reduced to no less than seventy-five (75) square feet. Tree plantings shall also be protected from automobiles with curbing or other suitable device.
 - d. Landscaping shall be installed such that, when mature, it does not obscure traffic signs, fire hydrants, lighting, drainage patterns on site or adjacent properties, or obstruct vision for safety of ingress or egress.
8. **Parking lot screening**
 - a. **Front yard.** An eight (8) foot landscape buffer is required which may be reduced to five (5) feet with a three (3) foot opaque masonry knee wall.
 - b. **Side and rear yard when adjacent to single-family residential district.** A six (6) foot landscape buffer is required which may be reduced to five (5) feet with a three (3) foot opaque masonry knee wall.

G. Multiple Buildings on a Single Lot

1. **Intent:** To provide design flexibility in the siting of multiple buildings on a single lot while mitigating any potential adverse impacts.
2. When build-to standards are met for the entire zone lot, and surface parking location and street level activation standards are met for the buildings being used to meet the required build-to standards, additional buildings on the site are not subject to the build-to, surface parking location, and street level activation standards. See Figure 153.464.G.
3. A continuous network of pedestrian walkways within and between developments, providing pedestrians the opportunity to walk between destinations, including buildings and amenities, must be provided. Pedestrian

Figure
153.464.G



walkways that cross a parking lot or internal street or driveway must be clearly marked through a change in paving materials distinguished by their color, texture or height.

H. Design Standard Exceptions

1. Height Exceptions. The requirements of Section 153.045 shall apply.
2. Setback Permitted Encroachments
 - a. Architectural features may project out one and one-half (1.5) feet, including belt courses, sills, lintels, pilasters, pediments, cornices; chimneys and fireplace insert vents not exceeding six (6) feet in width.
 - b. Canopies providing cover to an entrance shall not exceed twenty-five (25) percent of the width of face of building or twenty (20) feet in width, whichever is less.
 - c. Gutters and roof overhangs may encroach up to three (3) feet.
 - d. Porches, decks, patios, exterior balconies, stoops, and above grade stairways at the street level connecting to a porch must meet the following standards:
 1. All sides shall be at least fifty (50) percent open except for any side abutting a building façade.
 2. May project up to eight (8) feet in front yard, five (5) feet at side street and rear
 3. Not permitted in Side Interior.
 - e. Projecting windows may project one and one-half (1.5) feet into front, side streets and rear setbacks and shall be a minimum of one and one-half (1.5) feet above finished floor and not extend floor to ceiling.
 - f. Driveways may encroach any distance into a yard; surface parking is not allowed.
 - g. Barrier-free access structures where no alternative locations are available may encroach any distance into any yard.
 - h. Gas and electric meters may encroach a maximum of one and one-half (1.5) feet into any yard.
 - i. Ground mounted air conditioning units or other similar mechanical equipment may encroach a maximum of three (3) feet into a side or rear yard, as long as the following are met:
 1. Does not exceed noise standards;
 2. Does not exceed four (4) feet in height or ten (10) square feet in area per unit;
 3. Has adequate screening to conceal it from view from adjacent properties and public rights-of-way by means of landscaping and / or fencing; and
 4. The location of the unit(s) minimizes the impacts on adjoining properties.
 - j. An emergency egress meeting Fire Code may project a maximum of three (3) feet into front and side yards and a maximum of ten (10) feet into rear yards.
 - k. A pedestrian bridge where the encroachment is necessary to complete a connection for access to a mass transit station may encroach any distance.

§ 153.465 Main Street District Additional Design Standards

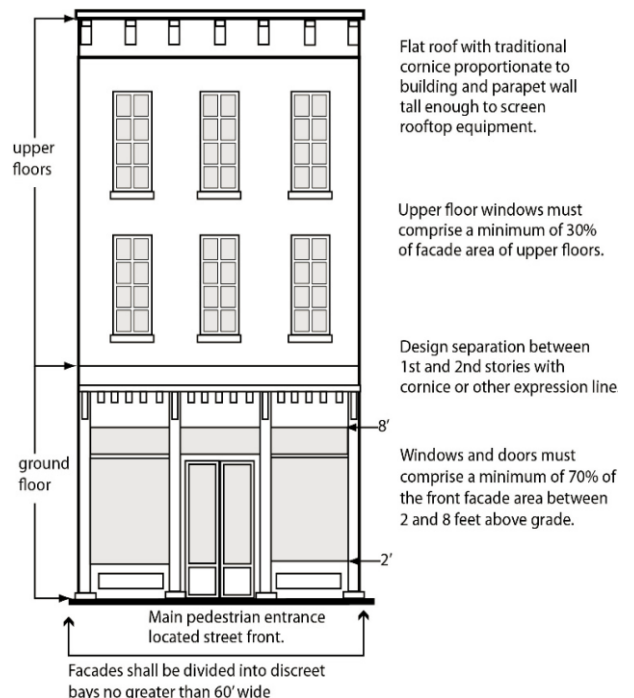
A. The intent of the Main Street District (both East and West) requires ground floor storefront uses and architectural requirements in order to preserve the walkable, active interface with the public realm. Main Street buildings shall also meet the design specifications for the Building Form Standards of Section 153.463 and Additional Design Standards of Section 153.464, except as provided herein.

B. Fenestration

1. Ground floor fenestration shall comprise a minimum of seventy (70) percent of the ground story façade between two (2) and eight (8) feet above grade.
2. Ground floor windows may not be made opaque by window treatments (except operable sunscreen devices). A minimum of eighty (80) percent of the window surface shall allow a view into the building interior for a depth of at least twelve (12) feet.

C. Horizontal Articulation

1. Horizontal articulation is the arrangement and proportion of façade materials and elements (windows, doors, columns, pilasters, and bays) into discreet bays.
2. For each block frontage, facades shall be divided into discreet horizontally articulated bays at no greater than sixty (60) feet each.
3. Adjacent facades shall contain different wall materials and rhythm of bays to distinguish each storefront in the horizontal plane.
4. There shall be a minimum of one functional entrance every full twenty-five (25) feet of frontage.



The above drawing is intended to illustrate the application of the design standards in this ordinance, but not require a specific architectural style.

D. Ground Floor Articulation

1. Main Street buildings shall be designed to create a distinct and separated ground floor area through the use of a horizontal expression line, such as a string course, change in material or textures, awnings or canopies, or a sign band between the first and second stories.

E. Uses

1. Only Active Ground Floor Uses are permitted:
 - a. Retail sales and services
 - b. Restaurant/Bar/Lounge
 - c. Residential and Lodging Uses
2. Support functions such as lobbies, rental offices, and club rooms may be located on the ground floor.

153.466 Uses and Parking Standards

P=Permitted

SLU=Special Land Use

USES	DISTRICT					
	MS	UE	RC	UF	INT	RR
Single unit detached residential		P				P
Attached residential	P	P		P		1-4 units: P 5+units: SLU
Mixed-use	P	P	P	P		0-2,000 SF commercial: P ¹
Retail Sales and Service	P	P ¹	P			
Office	P	P	P	P	SLU	
Lodging	P	P	P	P		
Institutional	P	P			SLU	
Public Assembly		SLU	SLU	SLU	SLU	SLU
R & D			SLU	P		
Light industrial				SLU		
Parking					SLU ²	

¹along primary streets only

² Any parking as a principal use (required for an adjacent use) requires Riverfront Commission approval.

Uses identified above as SLU are subject to the special land use standards in *Section 153.597*.

A. Use Definitions

1. Attached Residential
 - a. Two or more family residence, boarding or lodging houses or residential care facilities, and accessory uses thereto.
2. Mixed-Use.
 - a. A development that blends a combination of residential and nonresidential uses where those functions are physically and functionally integrated.
3. Retail Sales and Service
 - a. Commercial establishments involved in the retail sale of new or used products, and the retail provision of consumer, repair, banking with a retail focus, or rental services to individuals, households and businesses.
 - b. Eating/drinking establishments
4. Office
 - a. Uses where a person transacts his or her business or carries on his or her stated profession in administrative, clerical, arts, or professional (e.g. architect, lawyer, medical, dental) fields.
5. Institutional
 - a. Elementary, secondary, vocational school, college, university
 - b. Municipal services, offices, and uses
6. R&D
 - a. A research and development facility, training facility, production studio, laboratory, display/showroom/sales facility, or other similar use.

- b. A facility for scientific research, investigation, testing or experimentation, but not facilities for the manufacture or sale of products, except as incidental to the main purpose of the laboratory.
 - c. Production facilities for the production of consumer goods such as food, beverages, art, clothing, textiles, etc. that have a minimum of twenty (20) percent floor area dedicated to retail sales.
- 7. Light industrial
 - a. Establishments primarily engaged in the sale, storage, and distribution of goods and materials to retailers or other businesses for resale to individual or business customers. This land use category does not include heavy manufacturing, resource extraction, scrap operations, or salvage operations.
 - b. Manufacturing establishments primarily engaged in the fabrication or assembly of products from pre-structured materials or components; or a manufacturing establishment whose operations include storage of materials; processing, fabrication, or assembly of products; and loading and unloading of new materials and finished products, and does not produce or utilize in large quantities as an integral part of the manufacturing process, toxic, hazardous, or explosive materials. Because of the nature of its operations and products, little or no noise, odor, vibration, glare, and/or air and water pollution is produced, and, therefore, there is minimal impact on surrounding properties.

B. Parking Standards

- 1. Parking Requirements. Parking shall be provided for all uses in accordance with the requirements of Section 153.116 except that the Planning Commission may reduce the amount of on-site parking required in the Riverfront Mixed Use District by up to fifty (50) percent in the following instances:
 - a. The parking requirement may be satisfied through shared parking with an adjacent use. All uses must be located within three-hundred (300) feet of the shared parking and a copy of an executed shared parking agreement must be provided to the City. A mixed-use development that has uses with different peak hour parking demands, such as a restaurant in an office building.
 - b. Public parking in proximity. This may include on-street parking that is located along the lot's frontage and public off-street parking lots that are located within five-hundred (500) feet of the site.
 - c. The parking requirement may be reduced where the applicant can demonstrate, based on supporting documentation provided by the applicant, the parking need for that particular use is less than required by this Ordinance or valet service to a satellite parking lot will be provided.
 - d. Total parking requirements shall not be reduced by more than fifty (50) percent even where a site satisfied more than one of the above criteria.
- 2. Bicycle parking
 - a. Intent. The intent of this section is to provide adequate and safe facilities for the temporary placement and use of bicycles. This section is intended

to specify the required type, number, and location of bicycle parking spaces on a site. The regulations and requirements are designed to promote and encourage the safety and general welfare of the community by:

1. Promoting an alternative and energy-efficient mode of transportation.
 2. Encouraging a healthy lifestyle by promoting and accommodating the use of bicycles.
 3. Providing adequate and safe facilities for the temporary placement of bicycles.
- b. Applicability.
1. Bicycle parking shall be provided for any new building constructed after the effective date of this section. After the effective date of this section, bicycle parking shall also be provided on all sites when an addition to an existing building is constructed that results in the need for additional motor vehicle parking spaces or for any change in the use of a building that results in the need for additional motor vehicle parking spaces.
 2. This section does not prohibit the voluntary installation of bicycle parking that conforms to the requirements set forth in this section.
 3. Except as otherwise required, a bicycle parking area shall be treated in a similar manner as required motor vehicle parking area.
- c. Exceptions. Bicycle parking shall be required for all uses, with the exception of one- and two-family residential uses.
- d. Location.
1. A bicycle parking area shall be located such that it is visible, safe, and convenient with adequate lighting provided.
 2. Bicycle parking areas shall be located to maximize accessibility to building entrances.
- e. Design criteria and dimensions. Bicycle parking racks and lockers are encouraged to be unique in design and appearance; however, the bicycle parking area shall be functional, operational, and shall provide for the following:
1. A bicycle rack, bicycle locker, or functionally equivalent structures shall be used to secure a bicycle.
 2. Bicycle parking areas incorporating the standard inverted “U” shaped bicycle rack, or functionally equivalent structure, shall have the following dimensions:
 - a. The minimum height of the bicycle rack shall be thirty-six (36) inches from the base to the top of the rack.
 - b. The minimum length for the bicycle rack shall be two feet.
 3. A bicycle rack shall accommodate at least two bicycles.
 4. The exterior surface of bicycle racks and bicycle lockers shall be non-abrasive, non-marring, and durable.
 5. The bicycle parking area shall be constructed with adequate space to allow operation of the locking mechanism and each bicycle parking space shall be easily accessible. A bicycle parking area shall not interfere with any designated pedestrian sidewalk or pathway, required

- vehicle parking spaces or vehicle maneuvering lanes, and shall not eliminate any required landscape area.
6. The bicycle parking rack shall be installed so that the rack supports the bicycle in an upright position and allows for the bicycle frame and front wheel to be securely locked.
 7. The bicycle parking area shall be hard surfaced with material such as asphalt, concrete, or a brick paving system and shall be adequately maintained and kept free of mud, dust, ice, and snow.
 8. The bicycle racks, bicycle lockers or functionally equivalent structures must be securely anchored.
 9. Up to one-half ($\frac{1}{2}$) of the required bicycle parking spaces on the site may be located inside of a building.
- f. Shared bicycle parking facilities. For sites containing multiple uses or tenants, a single bicycle parking area may be provided as long as the total number of bicycle parking spaces provided is not less than the sum of all of the separate uses combined.
1. Bicycle parking requirements. Unless otherwise provided, one bicycle parking space shall be provided for every ten motor vehicle parking spaces required. The minimum number of bicycle parking spaces provided shall not be less than two. The maximum number of bicycle parking spaces shall not exceed fifty (50).
 2. Reduction of required motor vehicle parking spaces. The number of required motor vehicle parking spaces on a site may be reduced by one motor vehicle parking space for every two bicycle parking spaces installed on a site in compliance with this section. Motor vehicle parking spaces may not be reduced by more than ten (10) percent of the total number of required motor vehicle parking spaces.
- g. Waiver. An individual may submit a written request to the Chief Inspector, or designee, for a waiver from the requirements of this section. The request shall state the reason(s) for the waiver and contain any other applicable information related to the waiver. In making a determination regarding a waiver the Chief Inspector, or designee, may consider characteristics of the site including the type of use, site layout (accessibility, maneuverability, design, and other related elements), or unique circumstances.
3. Parking Lot Design. The requirements of Section 153.121 shall apply.
 4. Loading. The requirements of Section 153.122 shall apply.
 5. Parking Deck Design
 - a. Intent. To minimize the visual impact of structured parking decks on the public realm, mitigate nuisances including noise and light, and design decks to be visually compatible with the surrounding character and development.
 - b. Design Standards.
 1. Spandrel panels or opaque architectural wall systems, a minimum of forty-two (42) inches high, shall be required to screen the view of parking cars and car headlights from the opposite side of the street.

2. For all exposed, above-grade parking structures on side streets and alleys, at least fifty (50) percent of the ground floor level must be covered by an architectural screen.
3. Parking decks exposed to view shall be subject to the same standards as buildings in terms of massing, form, and building character.
4. The thirty (30) foot parking setback area shall apply on primary streets and is required to be lined on all exterior ground-floor elevations by non-parking uses.

§ 153.467 Administrative Provisions

- A. Applicability. For properties located in the Riverfront Mixed-Use District, as designated on the Zoning Map, compliance with each component of this Article shall apply based on the table below:

	Height	Siting	Design Standards	Uses	Parking
New Construction	X	X	X	X	X
Expansion of Building Area:					
0%-25% of building area	X		X	X	X
26% or more of building area	X	X	X	X	X
Changes in Use:					
Does not require additional parking or building additions				X	X
Requires additional parking or expand the parking lot by more than 10% from the approved site plan		X	X	X	X
Expansion of Parking Area		X	X		X
Façade Changes			X		

Improvements to nonconforming sites, structures and uses are also subject to review according to *Sections 153.090-153.102: Nonconformities*.

B. Plan review

1. Site plan and concept plan reviews and approvals shall be required for the activities or uses listed in Table 153.465.
2. Development requiring site plan review shall follow the site plan review process set forth in Section 153.073.
3. Approvals are obtained from the Planning Commission, City Council, or Chief Inspector, or designee, depending upon the nature of the proposed construction or use. Where City Council approval is required, it shall be based

- upon the recommendation of the Planning Commission. Where the ordinance allows the City to grant modifications to a specific requirement, the approval authority shall be the body with the authority to grant the associated modification or waiver, based upon the standards provided in that Section. Variances may only be granted by the Board of Appeals on Zoning as set forth in Section 153.621.
4. Activities and uses that are exempt from site plan/sketch plan approval still require a building permit. All construction or building modification is subject to City building permit requirements of the Inspections Division of the Department of Neighborhood Services and Inspections.
 5. The Chief Inspector, or designee, retains the option to require a complete site plan for review by the Planning Commission, particularly for sites which do not comply with previously approved site plans, sites with parking deficiencies, sites abutting residential districts or sites experiencing problems with drainage, traffic, noise, aesthetics or other general health and safety issues. If a full site plan is required, the Chief Inspector, or designee, shall inform the applicant to submit a set of plans in accordance with Section 153.073(B) within fourteen (14) days of receipt of the application.
 6. Concept Plan Review:
Minor Expansions, accessory structures, or changes in use to existing sites are permitted to provide less detailed information than a full scale site plan review. The level of information is intended to be proportional to the extent of the change and yet ensure adequate review for compliance with applicable standards. Submissions for concept plan review shall include:
 - a. Application form;
 - b. Conceptual review fee;
 - c. The name and address of the owner and any designated representative of the owner;
 - d. Written description of the proposed use;
 - e. Conceptual site plan, illustrating existing site features such as lot dimensions, general footprints of buildings and parking, and provides more detail on the areas of the site proposed to be changed. The level of information required shall be established by the Chief Inspector, or designee, to be sufficient to ensure the modification complies with this and other applicable City codes.
 - f. A location map.

Table 153.467.B: Review Process Approvals	Administrative		Planning Commission	City Council
	Concept plan	Full Site Plan		
Site Plan Review				
New development			X	
Major Expansion			X	
Minor Expansion	X			
Accessory structures	X			
Change in use that requires additional parking or expand the parking lot by more than 10% from the approved site plan	X			
Provide more parking spaces than permitted (must meet special land use criteria)			X	
Special Land Use			X	
Rezoning			X	X

C. Modifications Requiring Planning Commission Approval

1. Modifications to the design standards of Sections 153.463 and 153.464 may be approved by the Planning Commission. A modification shall require an application that includes a site plan and a front elevation drawing of the proposed building superimposed on a color drawing or photograph of the entire block showing the relationship of the proposed building to other buildings on the block. The application shall be reviewed by the Planning Commission based upon the following criteria:
 - a. The design of the building shall be in keeping with the architectural character of the Riverfront Mixed-Use District, as articulated in the Master Plan. This shall not prevent innovation and creativity in design that is in keeping with the Master Plan, as determined by the Planning Commission.
 - b. The building shall be oriented toward the front sidewalk, having a functioning entrance and enhance the continuity of the pedestrian oriented environment. A modification shall not result in increasing the dominance of vehicular parking or garage doors along the front of the building.
 - c. The design of the roof shall be compatible with character of other buildings along the block and shall meet district height requirements.
 - d. The exterior finish materials shall be of equal or better quality, in terms of durability and appearance/texture similar to brick, stone, or wood, as those permitted in the district. The intent is to accommodate new technologies and building material while maintaining the desired character of the Riverfront Mixed-Use District, as defined in paragraph 1, above.
 - e. Ground floor windows shall be provided along the front sidewalk to maintain the pedestrian-orientation of the streetscape and upper story

windows and shall not be incompatible with the rhythm and proportions of windows on other buildings along the block.

2. Relief from Unlisted Standards. Any request for relief from a required Form District standard other than those listed above shall be made through the variance permit procedures set forth in Section 153.621.
3. Deviations from approved site plan. Minor changes to the approved final site plan may be approved by the Chief Inspector, or designee, without requiring a resubmittal to the Planning Commission or City Council, as applicable, provided that the applicant or property owner notifies the Chief Inspector, or designee, of any proposed amendment to such approved site plan prior to making said change on the site and the Chief Inspector, or designee, determines the proposed revision does not alter the basic design, compliance with the standards of approval, nor any specified conditions of the approved site plan. Where the modifications are not determined to be minor, then the site plan shall require resubmittal to the Planning Commission or City Council, as applicable, for approval as a site plan amendment. For purposes of interpretation, the following shall be considered minor changes:
 - a. The size of structures may be reduced, or increased by up to five (5) percent provided the overall density of units does not increase.
 - b. Movement of a building or buildings by no more than ten (10) feet.
 - c. Plantings approved in the landscape plan may be replaced by similar types and sizes of landscaping which provides a similar screening effect on a one-to-one or greater basis.
 - d. Trees to be preserved that were damaged or lost during construction may be replaced by trees of a similar species with a minimum caliper of two (2) inches, with two (2) new trees required for each tree replaced.
 - e. Improvements to site access or circulation, such as deceleration lanes, boulevards, curbing, pedestrian/bicycle paths, etc.
 - f. Changes of building materials to another of higher quality, as determined by the Chief Inspector, or designee.
 - g. Changes in floor plans which do not alter the character of the use.
 - h. Slight modification of sign placement or reduction of size.
 - i. Changes required or requested by the City, county, state or federal agency for safety reasons or for compliance with other applicable laws.
 - j. Situations similar to the above.

§ 153.468 Definitions and Rules of Measurement

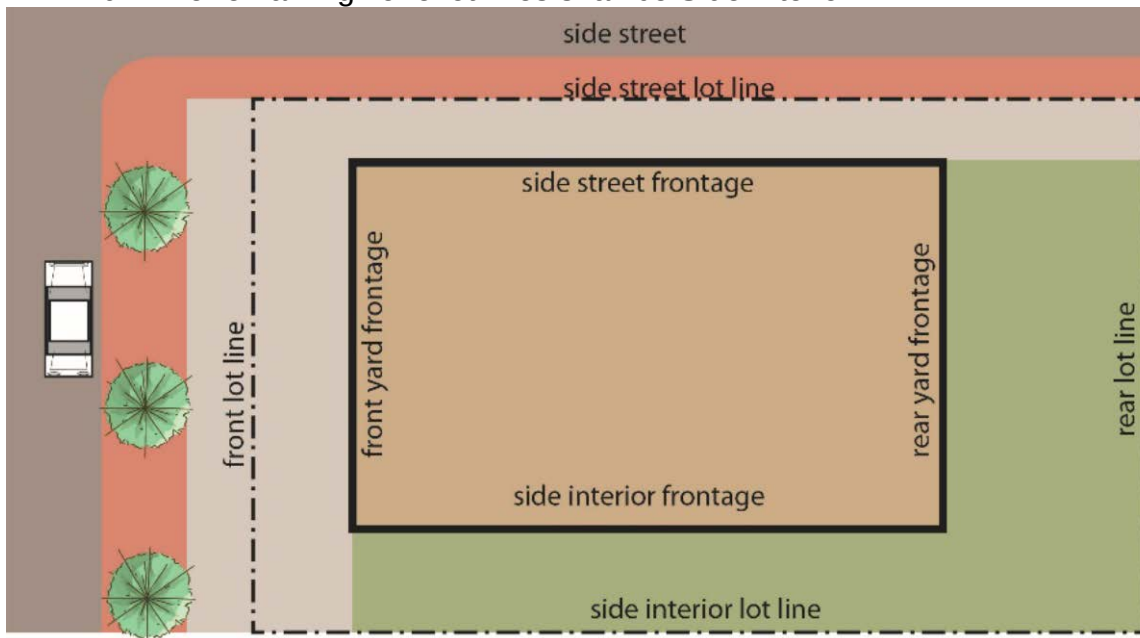
A. Streets and Frontages

1. Primary Streets

- a. Primary Streets are depicted on the Regulating Plan. These are intended to be the defining corridors of the Riverfront Mixed-Use District. The primary streets are intended for active, retail-based storefronts and serve

as the most visitor-friendly areas for increased importance on character and accessibility.

- b. Primary streets may be along front or side frontages.
2. Frontages and Lot Lines
 - a. The Front shall be the zone lot line abutting the street frontage, between any intervening rights-of-way (including alleys), on which a greater number of principal buildings face.
 - b. The Rear shall be the zone lot line opposite the Front.
 - c. For lots abutting more than one street, the side street shall be the zone lot line abutting the street that is not the front.
 - d. The remaining zone lot lines shall be Side Interior.



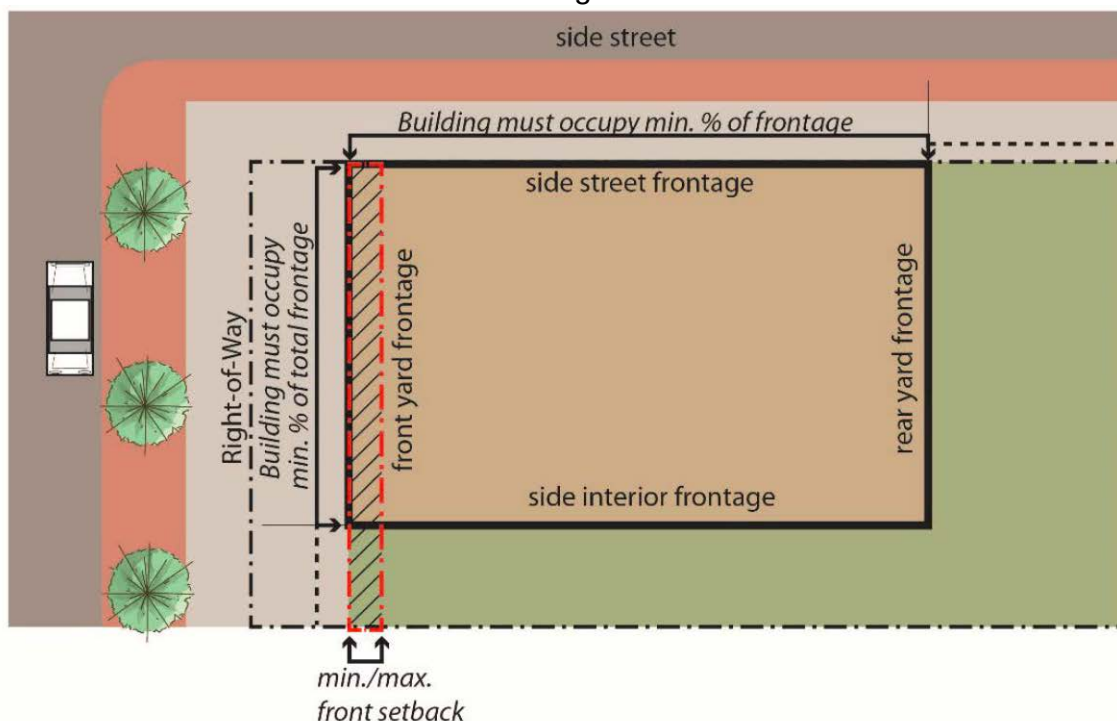
3. Facades
 - a. Primary façades shall be the building elevation along the build-to line on the front yard frontage.
 - b. Secondary façades shall be any facades that are not primary facades.

B. Build-To Requirements

1. Required Build-to.
 - a. Intent. To clearly define the public realm through consistent building placement, massing and orientation.
 - b. Applicability. The Building Form Standards specify required build-to standards.
 - c. Rules of Measurement.
 1. Required build-to standards are measured from and perpendicular to the lot line abutting a street. Where a public access easement abuts the public street right-of-way on a lot, the build-to shall be measured from the easement rather than the lot line.
 2. Required build-to is calculated as a percentage using the length of the primary building wall (and/or the length of a permitted build-to

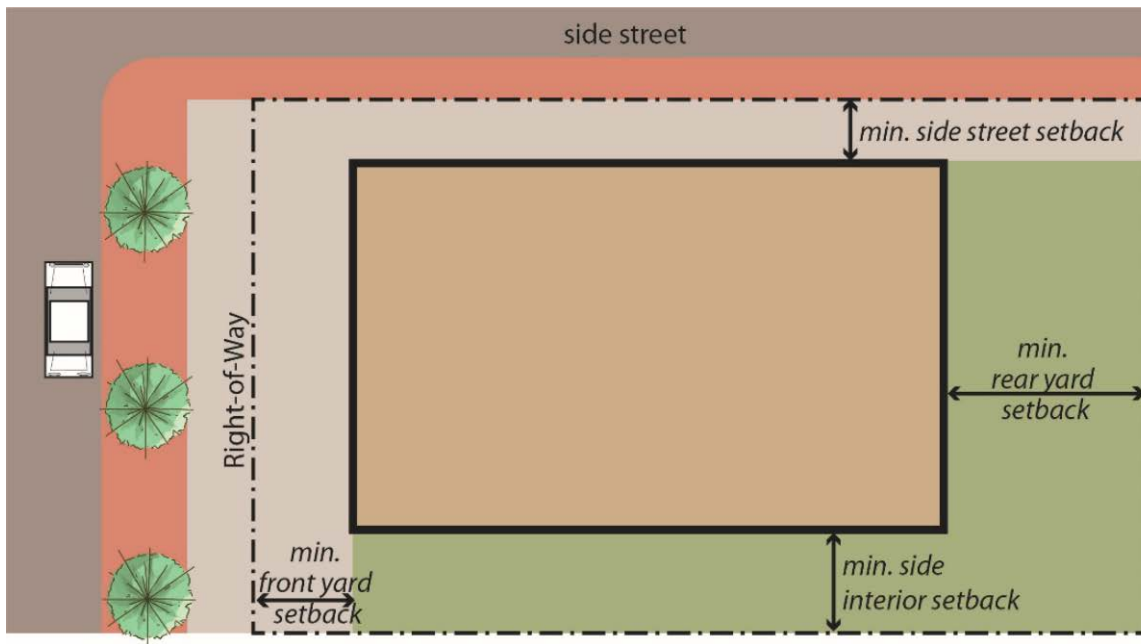
alternative) divided by the total lot width, as measured at the lot line abutting the subject street right-of-way.

3. For recessed vehicle garage doors that provide direct entrance to an integrated parking structure, but which are setback farther than the maximum of the build-to range due to city standards or safety concerns, the width in linear feet may be added to the length of the applicable building wall for purposes of meeting the minimum percentage.
4. Buildings shall be built at or within the build-to frontage requirement for at least the minimum percentage (%) required along the front and/or side street frontage.

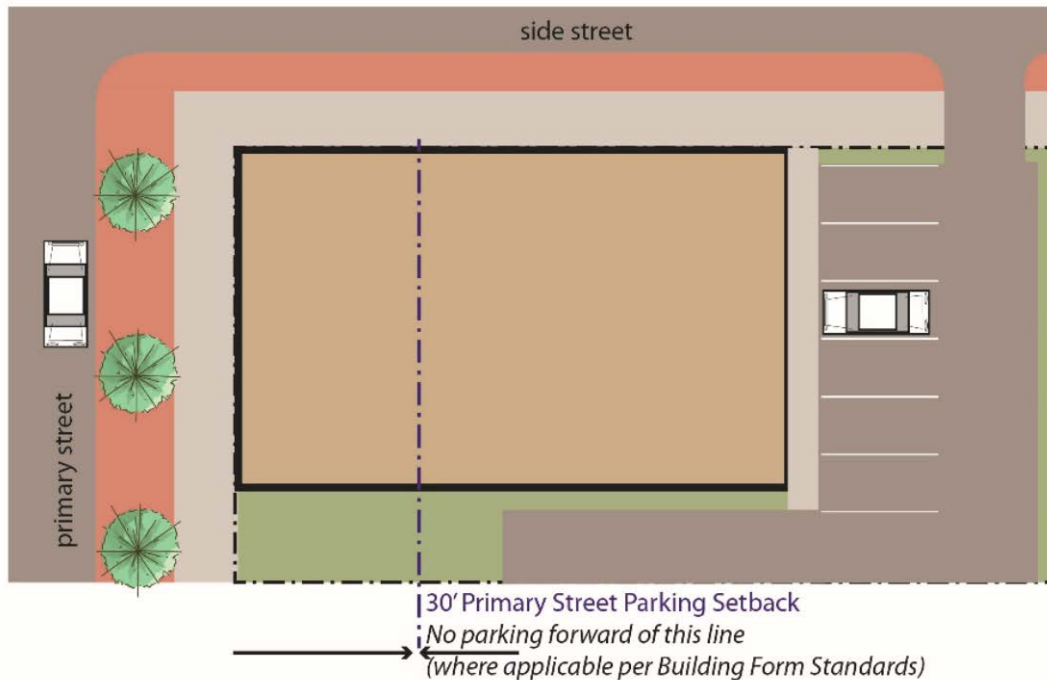


2. Build-To Alternatives. The following alternatives may be used as alternatives to a required build-to minimum percentage standard, subject to Chief Inspector, or designee, approval:
 - a. Permanent Outdoor Seating.
 1. Permeant outdoor patio seating space shall be placed between the building and the Front or Side Street lot line.
 - b. Private Open Space. The following requirements apply:
 1. Shall be open to the sky, but may include open structures, such as pergolas.
 2. May include tables, chairs, benches, sculptures and similar elements.
 3. Shall be fully visible from the street.
 4. Shall not be permanently enclosed by railings, fences, gates or walls that do not allow public access during business hours.
 - c. Garden Wall with Covered Seating.

1. Garden walls must be between thirty (30) inches and forty-two (42) inches in heights with the following exceptions:
 - a. Decorative and/or structural piers may exceed forty-two (42) inches in height.
 - b. Seating incorporated into the wall may be a minimum of eighteen (18) inches in height and may be accessed from both sides of the wall without an intervening division.
 - c. Allowed materials are limited to masonry or an ornamental metal fence with masonry piers, spaced not more than twenty-five (25) feet, with landscaping.
 - d. Courtyard. The following requirements apply:
 1. Shall face the front street
 2. Shall have a width of at least fifteen (15) feet, measured as the distance between the two closest edges of the exterior walls facing each other across the courtyard;
 3. Shall have a depth of at least thirty (30) feet measured as the horizontal distance between the primary street-facing exterior building wall nearest to the primary street zone lot line and the closest façade of the exterior building wall facing the primary street behind the courtyard, measured perpendicular to the lot line.
 4. The courtyard is intended primarily for pedestrian use and shall include all of the following physical characteristics.
 - a. Shall be no more than one-half (1/2) story above or below grade at the lot line adjoining the front street;
 - b. Shall be physically accessible from the front street, but may be secured for private use;
 - c. Shall be visible from the front street zone lot line;
 - d. Shall be open to the sky; and
 - e. Shall be bounded on not less than three (3) sides with connected building facades.
 5. The courtyard area may be used for any of the following:
 - a. Single or multiple entries to uses within the building;
 - b. Public or private landscaped area; or
 - c. Outdoor seating area.
- C. Setbacks
1. Setbacks. The minimum horizontal distance between the building line and a front, rear, or side lot line, a protected area or parking.

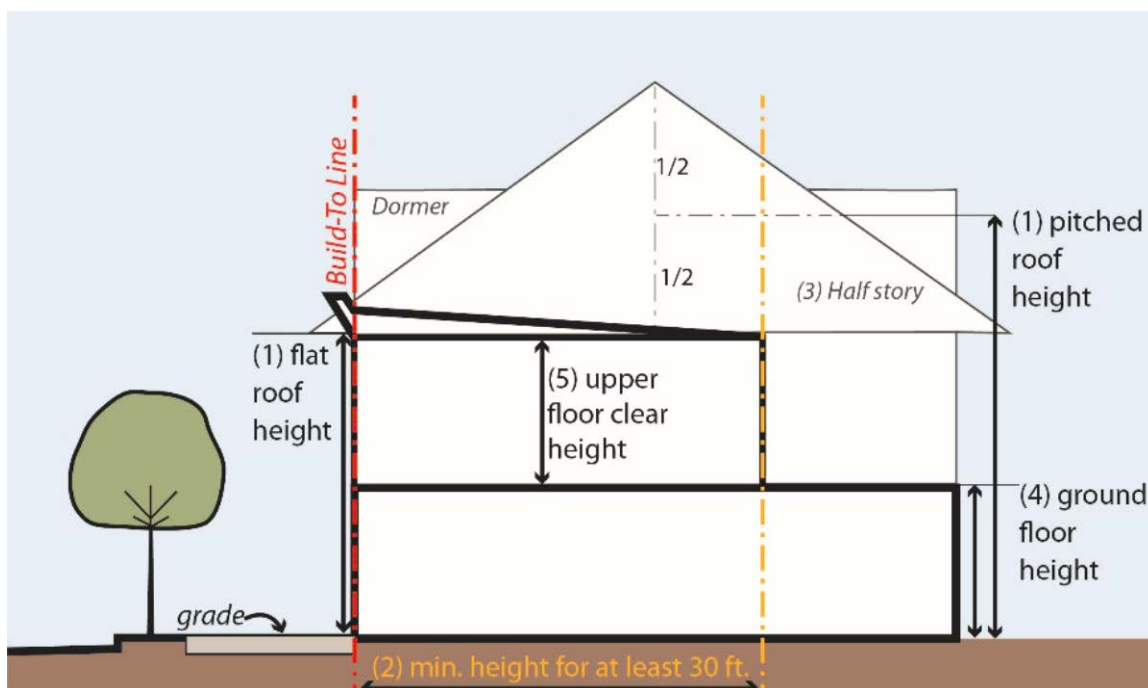


2. Block Sensitive Setback
 - a. Intent. To provide context-sensitive infill development related to existing conditions and to maintain an existing character along the same side of a street.
 - b. Applicability. Requirements per Building Form Standards.
 - c. A setback equal to the average setback of fifty (50) percent of the buildings to be retained within the blockface. The applicant shall provide a map with those measurements.
3. Protected Area Setback
 - a. Intent. To provide a setback from sensitive natural features.
 - b. Parcels fronting the Saginaw River or Lake Linton shall be setback twenty (20) feet from the ordinary high water mark.
4. Parking Setback
 - a. Intent. To accommodate the functional siting of buildings and surface parking while continuing to minimize the impacts of parking on the pedestrian experience.
 - b. Surface parking not allowed. Where it is indicated that surface parking is not allowed between a building and a primary street and/or a side street, surface parking shall not be located in the area directly between any portion of a building façade and the street.
 - c. Parking Setback. Parking and loading spaces are not permitted within a primary street thirty (30) foot parking setback, as indicated in the Building Form Standards. Vehicle maneuvering lanes are highly discouraged within parking setbacks and are only permitted when alternative locations are not available or if it is determined necessary during site plan review.



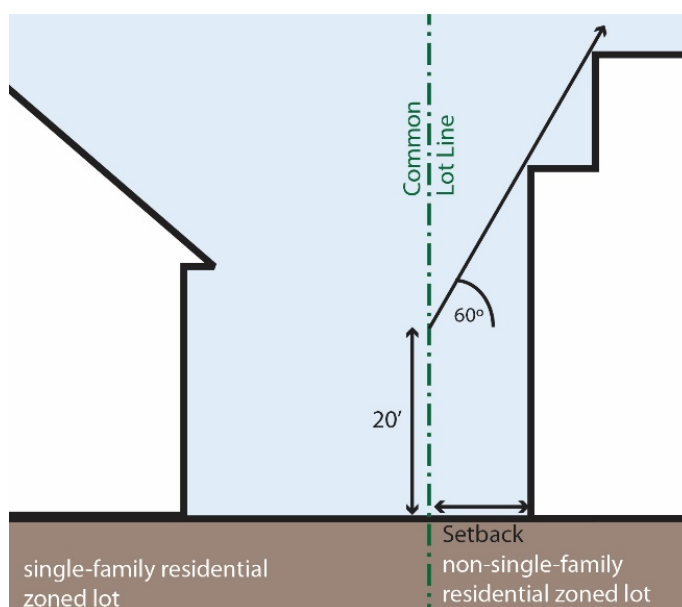
D. Building Height

1. The minimum and maximum building heights are measured from the average fronting sidewalk to the halfway point of a pitched roof or to the top of a wall plate for flat roofs.
2. The minimum height shall be satisfied from the build-to line back to a depth of at least thirty (30) feet.
3. A building height maximum of a half story, labeled as “.5”, indicates an attic story with dormers in a pitched roof. Dormers in a half story shall be less than fifteen (15) feet wide and their collective width may not be more than sixty (60) percent of the building elevation length.
4. Ground floor height shall be measured from the average fronting sidewalk grade to the second story finished floor elevation.
5. Upper floor clear height is measured from finished floor elevation to finished ceiling elevation.



E. Upper Floor Stepbacks Adjacent to Residential

1. Intent. To provide adequate light and air for abutting residential developments.
2. Design standard. An upper floor stepback shall be required for properties adjacent to single-family residential zoned lots, whether directly adjacent or abutting through an alley right-of-way. To determine the height reduction area, a vertical plane shall be extended from the nearest lot line of the residentially zoned lot twenty (20) feet in height from average grade and then in a direction of sixty (60) degrees, rising vertically, towards the center of the subject lot.



F. Fenestration

1. Fenestration is defined as openings in the building wall, including windows, doors and open areas. When measuring fenestration, framing elements (such as muntins) with a dimension less than one (1) inch are considered part of the opening.
2. Ground floor fenestration shall be measured between two (2) and eight (8) feet above grade.
3. Windows shall be oriented vertically.
4. Windows glazing shall be clear and shall transmit at least sixty-five (65) percent of the visible daylight.

This ordinance shall become effective April 12, 2018.

Enacted: April 2, 2018.

Yeas:

Nays:

Absent:

Abstain:

Dennis D. Browning
Mayor

Janet Santos, CMMC/MMC
City Clerk

ORDINANCE DECLARED ADOPTED

I, Janet Santos, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the ordinance adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on April 2, 2018; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

Janet Santos, CMMC/MMC
City Clerk