



Saginaw City Council Agenda

1315 S. Washington Avenue
Council Chamber - Room 205
989.399.1311
April 2, 2018
6:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

PUBLIC HEARINGS:

1. Request for an Obsolete Property Rehabilitation Certificate at 409 Adams Street.

PERSONAL APPEARANCES:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

Management Update:

CONSENT AGENDA:

1. Approve the minutes from the March 19, 2018 regular council meeting.
2. Approve the amendments to the FY 2018 Approved Budget to recognize any changes that have occurred during the February period.
3. Approve the purchase with DLT Solutions, Inc. for \$5,236.88 for two software licenses for the Engineering Division.
4. Approve the purchase with Ricoh USA for a renewal of a five year lease for a multi-function printer for the Traffic Maintenance Section, Right of Way Division, with \$435.24 in annual payments, for a total amount of \$2,176.20.
5. Approve the purchase with Bridge Roadway Products for \$7,252 for LED navigational lights for the Traffic Maintenance Section, Right of Way Division.
6. Approve the purchase with 3M for \$4,615.45 for rolls of vinyl sign material for the Traffic Maintenance Section, Right of Way Division.
7. Approve the purchase with Osburn Associates for \$2,429.80 for vinyl street sign faces for the Traffic Maintenance Section, Right of Way Division.

8. Approve the purchase with Vulcan Aluminum for \$3,327.15 for street sign blanks for the Traffic Maintenance Section, Right of Way Division.
9. Approve a purchase with Analytical Technology, Inc. a sole source, for \$2,885 for a chlorine analyzer for the Remote Facilities Division.

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

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING 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.

RESOLUTIONS:

1. Authorizing an Obsolete Property Rehabilitation Certificate at 409 Adams Street.

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.



CITY COUNCIL PUBLIC HEARING NOTICE

**In compliance with requirements of Public Act 146,
as amended, the following notice is posted:**

Notice is hereby given that the Saginaw City Council will conduct a public hearing on Monday, April 2, 2018 at 6:30 p.m. in Council Chamber of City Hall, Room 205, located at 1315 S. Washington Avenue, to consider the request from CASPCO LLC regarding an Obsolete Property Rehabilitation Exemption Certificate at 409 Adams Street, aka 200 S. Michigan Avenue.

The OPRA application with a legal description of the property is on file in the Office of the City Clerk. All interested persons are invited to attend this public hearing.

Janet Santos, CMMC/MMC
City Clerk

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 AT 989.759.1480.

Posted: 3-15-18

By: __jks_____

Application for Obsolete Property Rehabilitation Exemption Certificate

This form is issued as provided by Public Act 146 of 2000, as amended. This application should be filed after the district is established. This project will not receive tax benefits until approved by the State Tax Commission. Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the State Tax Commission.

INSTRUCTIONS: File the original and two copies of this form and the required attachments with the clerk of the local government unit. (The State Tax Commission requires two copies of the Application and attachments. The original is retained by the clerk.) Please see State Tax Commission Bulletin 9 of 2000 for more information about the Obsolete Property Rehabilitation Exemption. The following must be provided to the local government unit as attachments to this application: (a) General description of the obsolete facility (year built, original use, most recent use, number of stories, square footage); (b) General description of the proposed use of the rehabilitated facility, (c) Description of the general nature and extent of the rehabilitation to be undertaken, (d) A descriptive list of the fixed building equipment that will be a part of the rehabilitated facility, (e) A time schedule for undertaking and completing the rehabilitation of the facility, (f) A statement of the economic advantages expected from the exemption. A statement from the assessor of the local unit of government, describing the required obsolescence has been met for this building, is required with each application. Rehabilitation may commence after establishment of district.

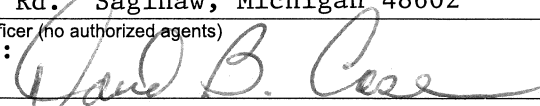
Applicant (Company) Name (applicant must be the OWNER of the facility) CASPCO LLC								
Company Mailing address (No. and street, P.O. Box, City, State, ZIP Code) 4480 Mackinaw Road, Saginaw, MI 48603								
Location of obsolete facility (No. and street, City, State, ZIP Code) 409 Adams								
City, Township, Village (indicate which) City of Saginaw		County Saginaw						
Date of Commencement of Rehabilitation (mm/dd/yyyy) 09/01/2018	Planned date of Completion of Rehabilitation (mm/dd/yyyy) 09/30/2019	School District where facility is located (include school code) Saginaw (73010)						
Estimated Cost of Rehabilitation \$980,000.00	Number of years exemption requested 10	Attach Legal description of Obsolete Property on separate sheet						
Expected project likelihood (check all that apply): <table border="0"><tr><td>☒ Increase Commercial activity</td><td>☐ Retain employment</td><td>☒ Revitalize urban areas</td></tr><tr><td>☐ Create employment</td><td>☐ Prevent a loss of employment</td><td>☒ Increase number of residents in the community in which the facility is situated</td></tr></table> Indicate the number of jobs to be retained or created as a result of rehabilitating the facility, including expected construction employment _____			☒ Increase Commercial activity	☐ Retain employment	☒ Revitalize urban areas	☐ Create employment	☐ Prevent a loss of employment	☒ Increase number of residents in the community in which the facility is situated
☒ Increase Commercial activity	☐ Retain employment	☒ Revitalize urban areas						
☐ Create employment	☐ Prevent a loss of employment	☒ Increase number of residents in the community in which the facility is situated						
Each year, the State Treasurer may approve 25 additional reductions of half the school operating and state education taxes for a period not to exceed six years. Check the following box if you wish to be considered for this exclusion. ☒								

APPLICANT'S CERTIFICATION

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all of the information is truly descriptive of the property for which this application is being submitted. Further, the undersigned is aware that, if any statement or information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

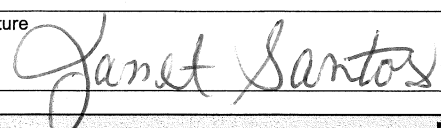
The applicant certifies that this application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility, as defined by Public Act 146 of 2000, as amended, and that the rehabilitation of the facility would not be undertaken without the applicant's receipt of the exemption certificate.

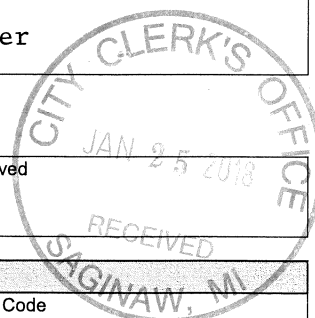
It is further certified that the undersigned is familiar with the provisions of Public Act 146 of 2000, as amended, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Obsolete Property Rehabilitation Exemption Certificate by the State Tax Commission.

Name of Company Officer (no authorized agents) CASPCO LLC	Telephone Number 989-793-9700	Fax Number 989-799-6699
Mailing Address 4480 Mackinaw Rd. Saginaw, Michigan 48602		Email Address casedavid531@gmail.com
Signature of Company Officer (no authorized agents) CASPCO LLC by: 		Title Agent/Member

LOCAL GOVERNMENT UNIT CLERK CERTIFICATION

The Clerk must also complete Parts 1, 2 and 4 on Page 2. Part 3 is to be completed by the Assessor.

Signature 	Date application received 1.25.18	
FOR STATE TAX COMMISSION USE		
Application Number	Date Received	LUCI Code



LOCAL GOVERNMENT ACTION

This section is to be completed by the clerk of the local governing unit before submitting the application to the State Tax Commission. Include a copy of the resolution which approves the application and Instruction items (a) through (f) on page 1, and a separate statement of obsolescence from the assessor of record with the State Assessor's Board. All sections must be completed in order to process.

PART 1: ACTION TAKEN

Action Date: _____		
☐ Exemption Approved for _____ Years, ending December 30, _____ (not to exceed 12 years)		
☐ Denied		
Date District Established	LUCI Code	School Code

PART 2: RESOLUTIONS (the following statements must be included in resolutions approving)

A statement that the local unit is a Qualified Local Governmental Unit. A statement that the Obsolete Property Rehabilitation District was legally established including the date established and the date of hearing as provided by section 3 of Public Act 146 of 2000. A statement indicating whether the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under Public Act 146 of 2000 and under Public Act 198 of 1974 (IFT's) exceeds 5% of the total taxable value of the unit. A statement of the factors, criteria and objectives, if any, necessary for extending the exemption, when the certificate is for less than 12 years. A statement that a public hearing was held on the application as provided by section 4(2) of Public Act 146 of 2000 including the date of the hearing. A statement that the applicant is not delinquent in any taxes related to the facility. If it exceeds 5% (see above), a statement that exceeding 5% will not have the effect of substantially impeding the operation of the Qualified Local Governmental Unit or of impairing the financial soundness of an affected taxing unit. A statement that all of the items described under "Instructions" (a) through (f) of the Application for Obsolete Property Rehabilitation Exemption Certificate have been provided to the Qualified Local Governmental Unit by the applicant.	A statement that the application is for obsolete property as defined in section 2(h) of Public Act 146 of 2000. A statement that the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District. A statement that the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of Public Act 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in a Qualified Local Governmental Unit eligible under Public Act 146 of 2000 to establish such a district. A statement that completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, create employment, retain employment, prevent a loss of employment, revitalize urban areas, or increase the number of residents in the community in which the facility is situated. The statement should indicate which of these the rehabilitation is likely to result in. A statement that the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of Public Act 146 of 2000. A statement of the period of time authorized by the Qualified Local Governmental Unit for completion of the rehabilitation.
--	---

PART 3: ASSESSOR RECOMMENDATIONS

Provide the Taxable Value and State Equalized Value of the Obsolete Property, as provided in Public Act 146 of 2000, as amended, for the tax year immediately preceding the effective date of the certificate (December 31st of the year approved by the STC).

Taxable Value	State Equalized Value (SEV)
Building(s)	
Name of Governmental Unit	Date of Action on application Date of Statement of Obsolescence

PART 4: CLERK CERTIFICATION

The undersigned clerk certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way. Further, the undersigned is aware that if any information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

Name of Clerk	Clerk Signature	Date	
Clerk's Mailing Address	City	State	ZIP Code
	Telephone Number	Fax Number	Email Address

Mail completed application and attachments to: Michigan Department of Treasury
 State Tax Commission
 P.O. Box 30471
 Lansing, Michigan 48909-7971

If you have any questions, call (517) 373-2408.

For guaranteed receipt by the State Tax Commission, it is recommended that applications and attachments are sent by certified mail.

PROPOSED OBSOLETE REHABILITATION PROPERTY

Location: 409 Adams Street, Saginaw, MI 48602:

Legal Description: Entire Block 3, in the Division of the City of Saginaw North of Cass Street, EXCEPT the Westerly 100 feet of Lot 1, the Westerly 100 feet of Lot 2, the Westerly 90 feet of Lot 3, and the Southerly 12 feet of the Westerly 90 feet of lot 4, in the Division of the City of Saginaw, North of Cass Street, as per plat thereof recorded in Liber 38 of Plats, Page 292, Saginaw County Records.

(a) General description: Built in 1920's, the 2-Story brick building had been used as a funeral home till the business was moved to a new location approximately four years ago and has been vacant since that time. There is approximately 16,000 square feet of floor space in the building. The existing heating, electrical, and plumbing systems are outdated.

(b) Proposed post-rehabilitation use: The building will be converted into 13 residential apartment units

(c) Scope of work: The exterior brick and wood building façade will be repaired and repainted as needed. Interior work will include all new plumbing, electrical, mechanical systems, and all work required to bring the building up to current building codes.

(d) Architectural elements to remain: Wood floors will be refinished where possible and replaced as needed. Existing windows to be repaired/restored and old window openings that were covered will be reinstalled. Exterior brick and trim will be restored. Existing 10-foot ceilings to remain. Existing stair cases to remain. Our goal is to have period apartments that will appeal to those who desire to live in Old Town Saginaw in nicely appointed apartment units.

(e) Time: Work to commence in September 2018 and be completed by December 2019.

(e) **Economic advantages:** The proposed exemption will allow for reduced rent rates to benefit and encourage new residential tenants to live in Old Town Saginaw and will assist with financing the cost of the proposed rehabilitation. Old Town Saginaw will benefit with increased residents and business activity.

Legal Description

Entire Block 3, in the Division of the City of Saginaw North of Cass Street, EXCEPT the Westerly 100 feet of Lot 1, the Westerly 100 feet of Lot 2, the Westerly 90 feet of Lot 3, and the Southerly 12 feet of the Westerly 90 feet of lot 4, in the Division of the City of Saginaw, North of Cass Street, as per plat thereof recorded in Liber 38 of Plats, Page 292, Saginaw County Records.

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, MARCH 19, 2018, AT 12:00 P.M. IN THE COUNCIL CHAMBER AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

Mayor Browning offered a prayer and led the pledge of allegiance of the United States of America.

ROLL CALL

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

ANNOUNCEMENTS

Deputy City Clerk Kristine Bolzman announced the following:

- City Hall will be closed Friday, March 30 in observance of Good Friday.
- The next regular City Council meeting will be Monday, April 2 at 6:30 p.m.
- The 2018 Yard Waste service will begin the first week of April. Yard waste collection is the same day as your regular trash day. Yard waste materials must be in paper yard waste bags, or in 35 gallon or smaller garbage cans not weighing more than 50 pounds and have a "Yard Waste" sticker affixed to the front of the can. Yard Waste stickers are available at the City Clerk's Office.
- The City Compost Site will open April 1st. Hours for the 2018 season are Monday thru Friday 7am to 3pm. Saturday hours are 8am to 12pm during the months of April, May, October, and November. During the months of June thru September, the compost site will be open the 2nd and 4th Saturdays of each month from 8am to 12pm.
- The Saginaw Fire Department has free carbon monoxide alarms available for City residents. Fire Department personnel will schedule an appointment to install a free 10-year sealed battery carbon monoxide alarm in your home. Limited supplies are available, please call 759-1393 to request your free alarm.

Mayor Browning presented a proclamation to the American G.I. Forum declaring March 31, 2018 as Cesar Chavez Day. American G.I. Forum members Commander Herlinda Sanchez, Lt. Robert Stricker, State Commander Frank Ornelas, Manny Lopez, Robert Gonzales, Maria Espinoza, Cornelo Velasco, and Fred Medel accepted the proclamation with expressed appreciation.

PERSONAL APPEARANCES

There were no personal appearances.

REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Humphreys, Balls, Bryant, Moore, Kloc, Boensch, Tibbs and Mayor Browning.

REPORTS FROM CITY MANAGER

City Manager Tim Morales introduced Joyce Seals, Board Chair of Saginaw Promise. Ms. Seals spoke about the Saginaw Promise Scholarship and introduced Deborah Sanchez, Director of Saginaw Promise. Ms. Sanchez presented statistics and revenue projections for future scholarship funding.

Manager Morales introduced Kevin Albosta, Vice President and Chief Financial Officer of Covenant Healthcare. Mr. Albosta presented an update to site safety at Covenant facilities and the surrounding neighborhoods through collaborative efforts with the Saginaw Police Department.

CONSENT AGENDA:

1. Approve the minutes from the March 5, 2018 regular council meeting.
2. Approve the recommendations for the 2018 Single Lot Assessment Tax Roll.
3. Approve the Uniform Video Services Local Franchise Agreement with AT&T.
4. Approve the Application of Waiver and Plan: Retirement Health Benefit Systems to the Michigan Department of Treasury.
5. Approve the Application of Waiver and Plan: Defined Benefit Pension Retirement Systems to the Michigan Department of Treasury.
6. Approve the purchase with Creditron Corporation, a sole source, for \$6,562.77 for the renewal of annual maintenance for software and hardware of an image scanner in the Fiscal Services Department, Treasurer's Division.
7. \$154,502.28, plus overtime, for one year of law enforcement services at the Cooper and Harrison Covenant Facilities and surrounding neighborhoods. Further, approve a budget adjustment for FY 2018 to recognize these funds.
8. Approve the purchase with Supreme Floor Covering for \$16,557.80 for replacement carpeting in the Engineering and GIS Department Offices.
9. Approve the purchase with Dornbos Sign, Inc. for \$13,295 for street sign posts for the Traffic Maintenance Section, Right of Way Division.
10. Approve the purchase with Mike's Bumping and Painting for \$2,418.38 for repairs to Patrol Vehicle No. 90-1161 for the Police Department.
11. Approve the increase to blanket purchase orders to various vendors by \$28,500, for a new total of \$119,495, for various vehicle parts for the Garage Division.
12. Approve the purchase with NBC Truck Equipment for \$2,599 for repair parts for Plow and Salt Truck No. 53-0409 for the Streets Division.
13. Ratification of an emergency purchase with Pump Products Co. for \$2,424.47 for a replacement sump pump for the Water Treatment Division.

Moved by Council Member Bryant, seconded by Council Member Moore to approve consent agenda items 1 through 13. 8 ayes, 0 nays, 1 absent. Motion approved.

RESOLUTIONS

Moved by Mayor Pro Tem Kloc, seconded by Council Member Moore to adopt the resolution certifying the 2018 Single Lot Assessment Tax Roll. 8 ayes, 0 nays, 1 absent. Motion approved.

MOTIONS AND MISCELLANEOUS BUSINESS

Moved by Mayor Pro Tem Kloc, seconded by Council Member Bryant to go into closed session to discuss pending litigation per MCL 15.268 (e). Mayor Browning asked Deputy Clerk Bolzman to conduct a roll call vote.

Ayes: Tibbs, Boensch, Kloc, Moore, Bryant, Balls, Humphreys, Browning

Nays: None

Absent: Milne

Motion approved.

Council entered a closed session at 1:02 p.m.

Moved by Mayor Pro Tem Kloc, seconded by Council Member Moore to return to regular session at 1:12 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Mayor Pro Tem Kloc, seconded by Council Member Bryant to approve and proceed with legal counsel recommendation as discussed in closed session. 8 ayes, 0 nays, 1 absent. Motion approved.

ADJOURNMENT

Moved by Mayor Pro Tem Kloc, seconded by Council Member Moore to adjourn the meeting at 1:13 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

As recorded by Deputy Clerk Kristine Bolzman.

Janet Santos, CMMC/MMC
City Clerk

From: Timothy Morales, City Manager
Subject: February 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 February.

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 February, 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 \$9,478, from \$32,831,440 to \$32,840,918.

- A budget adjustment is required to recognize additional funds received for Homeland Security Training in the amount of \$2,351. These additional funds will be recognized in the General Fund Revenues' Fire Department Overtime Reimbursement Account No. 101-0000-676.017. To offset the increase in revenues will be an increase to the Community Public Safety – Fire, Fire Technical Services Division's Overtime Account No. 101-3552-704.000 by the same amount.
- In February, Community Public Safety – Police received funds from the Bullet Proof Vest Grant in the amount of \$1,988 for the purchase of bullet proof vests. This budget adjustment is to recognize receiving these funds in the General Fund Revenues' Other Federal Grants Account No. 101-0000-501.027. To offset the increase in revenues will be an increase to Community Public Safety – Police, Police Building Management, Clothing Supplies Account No. 101-3514-728.000 by the same.
- A budget adjustment is required for the following Police General Fund Revenues: Police Department PTV Charges Account No. 101-0000-608.035 in the amount of \$100, Vehicle Storage Fees Account No. 101-0000-609.003 in the amount of \$4,975 and Sale of Property-Police Account No. 101-0000-673.007 in the amount of \$64. To offset the increase of police revenues, will be an increase to

Community Public Safety – Police, Police Investigation Division's Overtime Account No. 101-3513-704.000 by \$5,139.

The Drug Forfeiture Fund (264) should be increased from \$66,956 to \$75,523. This represents an \$8,567 increase from the 2018 approved budget. This increase is primarily due to resolution of one of the pending cases. These funds will be recognized in the Drug Forfeiture Fund's State Forfeiture Account No 264-0000-655.010 in the amount of \$4,694. Additionally, Community Public Safety – Police will recognize funds from the sale of property items and firearms in the amount of \$72 and \$3,801 respectively. To offset these increases in revenue will be an increase in the Drug Forfeiture's Parts and Supplies Account No. 264-3040-742.000 in the amount of \$4,766 and Vehicles Account No. 264-3040-982.000 in the amount of \$3,801.

The Community Development Block Grant (CDBG) Fund (275) should be decreased from \$2,537,487 to \$2,522,487, which represents a \$15,000 decrease. On November 20, 2017, city council approved a budget adjustment to recognize the grant funds from the Saginaw County Brownfield Redevelopment Authority for the Saginaw Economic Development Corporation. After further review, city administration believes that these funds would be more accurately reflected in the Saginaw Economic Development Revolving Loan Funds instead of the Saginaw Economic Development division within the Community Development Block Grant Fund. Therefore, this budget adjustment decreases the CDBG Fund's Donation – Grants Account No. 275-0000-580.003 as well as the CDBG Fund – Saginaw Economic Development Corporation Division's Professional Services Account No. 275-6520-801.000 by \$15,000.

The Saginaw Economic Development Revolving Loan Fund (282) should be increased from \$848,000 to \$863,000, representing a \$15,000 increase. This increase is to recognize the reallocation of the \$15,000 brownfield grant received from Saginaw County Brownfield Redevelopment Authority for the baseline environmental assessment on the Bearinger Building that was previously approved to the Community Development Block Grant Fund in November 2017.

The Motor Pool Operations Fund (661) should be increased from \$2,186,084 to \$2,278,468. This represents a \$92,384 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.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: AutoCAD Software Purchase For Engineering.
Prepared by: Jeff Klopac, Technical Services Department

Manager's Recommendation:

I recommend the approval of a purchase with DLT Solutions, Inc. for \$5,236.88, for two software licenses of AutoCAD Architecture Engineering & Construction for the Engineering Division.

Justification:

The City of Saginaw's Engineering Division uses several specialized engineering software applications developed by AutoDesk in their daily work duties. AutoCAD's software tools help the City's Technicians and Engineers do their job in a much faster and more productive manner. Engineering staff utilizes these AutoCAD software applications for all design and build projects for the City of Saginaw. This software purchase will increase the amount of software licenses from four to six. DLT Solutions is the General Services Administrations (GSA) vendor for the Federal Government. The City uses this contract for reduced software pricing.

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 General Fund, Engineering Division's Computer Software Account No. 101-4611-741.000 (\$769.00), Major Streets Fund, Engineering Administration Division's Computer Software Account No. 202-4612-741.000 (\$1,103.88), Sewer Operations and Maintenance Fund, Engineering Division's Computer Software Account No. 590-4811.741.000 (\$1,682.00), Water Operations and Maintenance Fund, Engineering Division's Computer Software Account No. 591-4711-741.000 (\$1,682.00).

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Ricoh USA Copy Machine Lease
Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with Ricoh USA at the State Bid price of \$2,176.20 for renewal of a 5 year lease of a multi-function printer for the Traffic Maintenance Section, Right of Way Division.

Justification:

The Traffic Maintenance Section's current 5 year lease with Ricoh USA for a multi-function printer will expire April 25, 2018. A new 5 year lease with Ricoh USA through the State of Michigan consists of annual payments of \$435.24 with a total cost of \$2,176.20.

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 Streets Fund, Traffic Engineering Division's Operating Services Account No. 202-4621-805.000 \$72.54, and will be budgeted in the Major Streets Fund, Traffic Engineering Division's Operating Services Account No. 202-4621-805.000 \$435.24 in FY 2019 through FY 2022 and \$362.70 in FY 2023, pending budget approval.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Purchase of Navigational Lighting Fixtures
Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Bridge Roadway Products for \$7,252.00 for LED navigational lights for the Traffic Maintenance Section, Right of Way Division.

Justification:

On March 20, 2018, the City received three bids for the LED upgrade and replacement of six navigational lights for the Johnson Street Bridge. The Traffic Maintenance Section, Right of Way Division is required to maintain and replace, when necessary, the navigational lighting on the City's five bridges over the Saginaw River. The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Costs</u>
Bridge Roadway Products Elburn, IL	\$7,252.00
B & B Roadway Russellville, AL	\$9,540.00
Michigan Electric Supply Burton, MI	\$10,220.00

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 General Fund, Department of Public Services Street Lighting Division's Parts and Supplies Account No. 101-4620-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Purchase of Vinyl Sign Material
Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with 3M, for \$4,615.45 for rolls of vinyl sign material for the Traffic Maintenance Section, Right of Way Division.

Justification:

On March 12, 2018, a quote was received from 3M for various rolls of vinyl sign material through the MIDEAL state bid pricing, contract #071B6600018.

The Traffic Maintenance Section maintains and installs the traffic and street signs throughout the City of Saginaw. This material is used to produce a variety of different signs.

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: Purchase of Street Sign Faces
Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Osburn Associates for \$2,429.80 for various vinyl street sign faces for the Traffic Maintenance Section, Right of Way Division.

Justification:

On March 6, 2018, the City received ten bids for various vinyl street sign faces for the repair and installation of street signs. The Traffic Maintenance Section, Right of Way Division is required to maintain and replace, when necessary, approximately 25,000 street signs within the City of Saginaw. The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Costs</u>
Osburn Associates, Inc., Logan, OH	\$ 2,429.80
Vulcan Signs, Foley, AL	\$ 2,569.30
Rathco Safety Supply, Inc., Portage, MI	\$ 2,741.75
Garden State Highway Products, Inc., Millville, NJ	\$ 2,810.10
Dornbos Sign, Inc., Charlotte, MI	\$ 3,058.30
Lightle Enterprises of Ohio LLC, Frankfort, OH	\$ 3,247.65
International Nameplate U.S., Inc., Longview, TX	\$ 4,276.65
Conserv Flag, Co., Sidney, NE	\$ 7,753.70
Big Apple Sign Corp., New York, NY	\$11,345.00
Screen Works, Novi, MI	\$25,795.35

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 Streets 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: Purchase of Street Sign Blanks
Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Vulcan Aluminum for \$3,327.15 for various aluminum street sign blanks for the Traffic Maintenance Section, Right of Way Division.

Justification:

On March 6, 2018, the City received ten bids for various aluminum street sign blanks for the repair and installation of street signs. The Traffic Maintenance Section, Right of Way Division is required to maintain and replace, when necessary, approximately 25,000 street signs within the City of Saginaw. The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Costs</u>
Vulcan Aluminum, Foley, OH	\$ 3,327.15
Osburn Associates, Inc., Logan, OH	\$ 3,493.80
MD Solutions, Plain City, OH	\$ 3,699.60
Rathco Safety Supply, Inc. , Portage, MI	\$ 3,919.00
Dornbos Sign, Inc., Charlotte, MI	\$ 3,962.70
Garden State Highway Products, Inc., Millville, NJ	\$ 4,040.30
Lightle Enterprises of Ohio LLC, Frankfort, OH	\$ 4,690.20
Conserv Flag Co., Sidney, NE	\$ 5,705.45
Global Industrial, Port Washington, NY	\$11,147.20
Screen Works, Novi, MI	\$12,288.65

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 Streets 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: Chlorine Analyzer
Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with Analytical Technology, Inc. (ATI), of Milford, MI, a sole source, for \$2,885.00 for a chlorine analyzer for the Wastewater Treatment Remote Facilities Division.

Justification:

The City of Saginaw has seven Retention and Treatment Basins (RTB's) which treat excess flow during rain events and discharge to the Saginaw River. In the permit newly issued by the Michigan Department of Environmental Quality (MDEQ) we have been required to develop and implement a plan to minimize the amount of chlorine being discharged to the Saginaw River. Chlorine feed in the RTB's has always been a manual operation, requiring the operator to periodically sample the basins and manually adjust the chlorine feed. By installing a chlorine analyzer we will automate the chlorine feed, giving us better control. We plan to install this analyzer at the Weiss basin, report the results to the MDEQ, if it proves effective, budget to upgrade the remaining RTB's. The ATI analyzers are the same ones we are using at the Wastewater Treatment Plant that have proven to be reliable. On March 2, 2018, we received a quote from Jamark Products LLC for an analyzer manufactured by ATI. Jamark Products LLC is the manufacturer's representative for ATI and the sole source for their products in our area.

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 budgeted in the Sewer Operations and Maintenance Fund, Treatment and Pumping Division's Repairs and Replacements Account No. 590-4835-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

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.

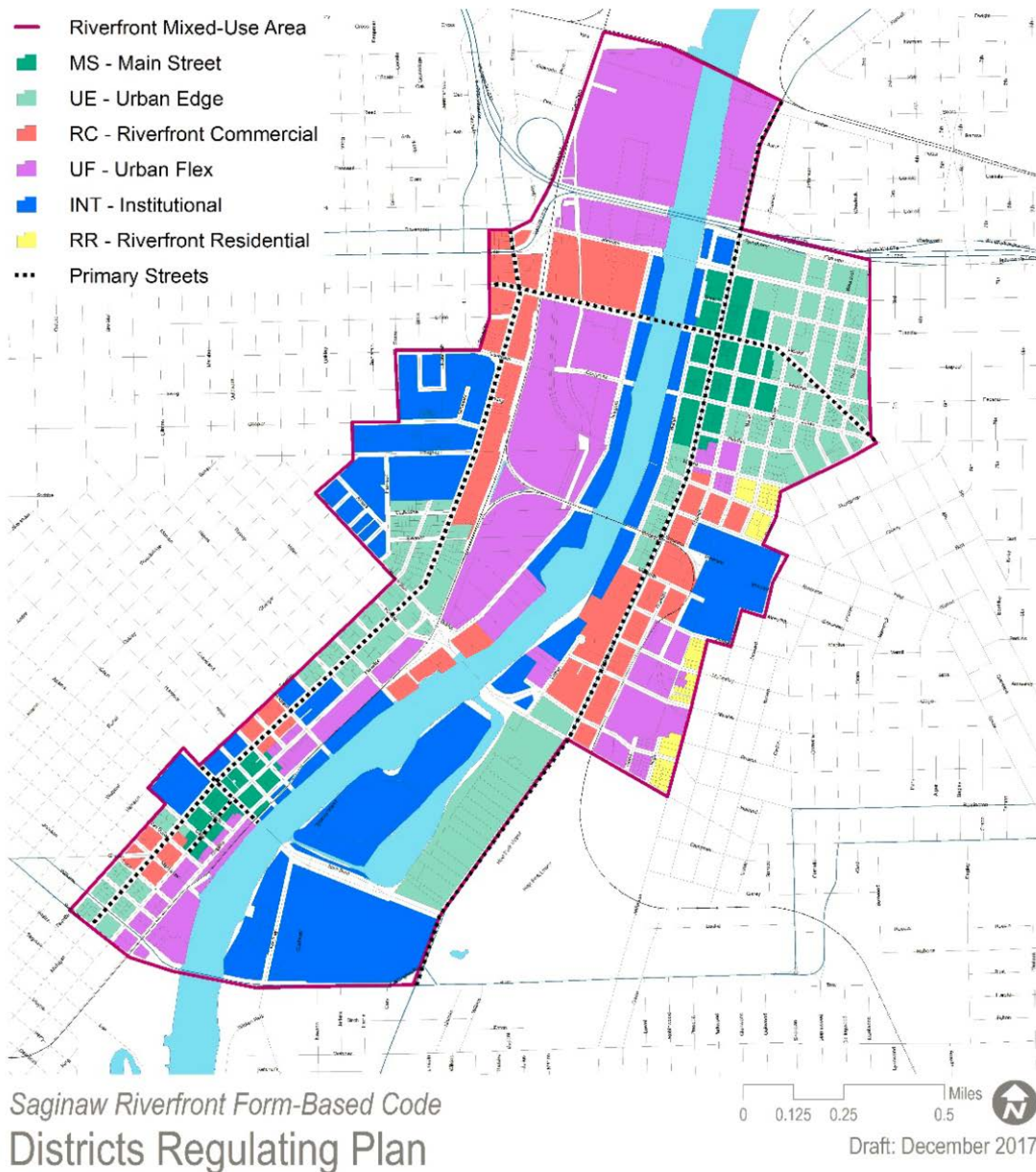
§ 153.462 Districts and Regulating Plan

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

		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:

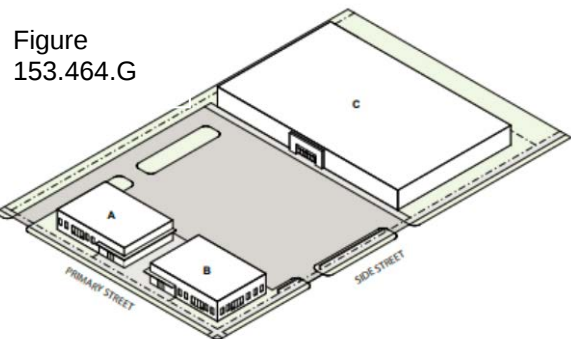
- a. One tree shall be required for each four thousand (4,000) square feet of paved driveway and parking lot surface, provided that no fewer than two (2) trees are provided.
- b. All of the required parking lot trees and landscape areas shall be placed within landscape islands inside of the parking lot 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



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

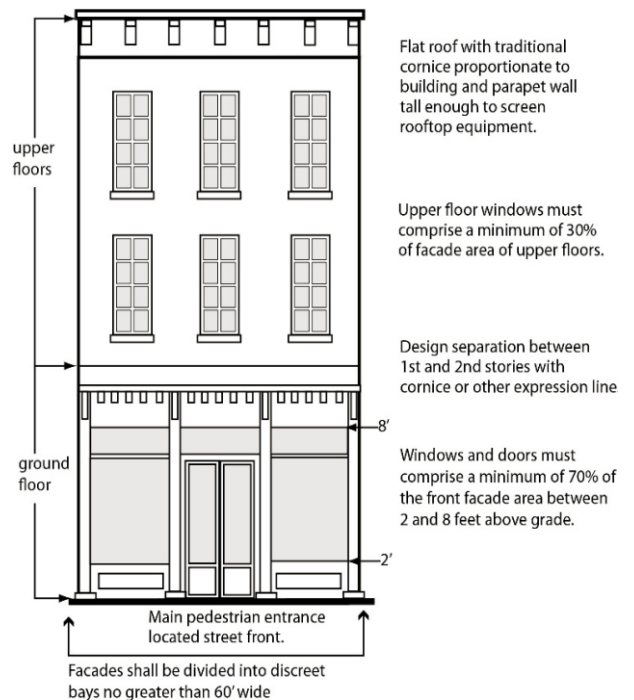
A. The intent of the Main Street District (both East and West) requires ground floor storefront uses and architectural requirements in order to preserve the walkable, active interface with the public realm. Main Street buildings shall also meet the design specifications for the Building Form Standards 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 (½) 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

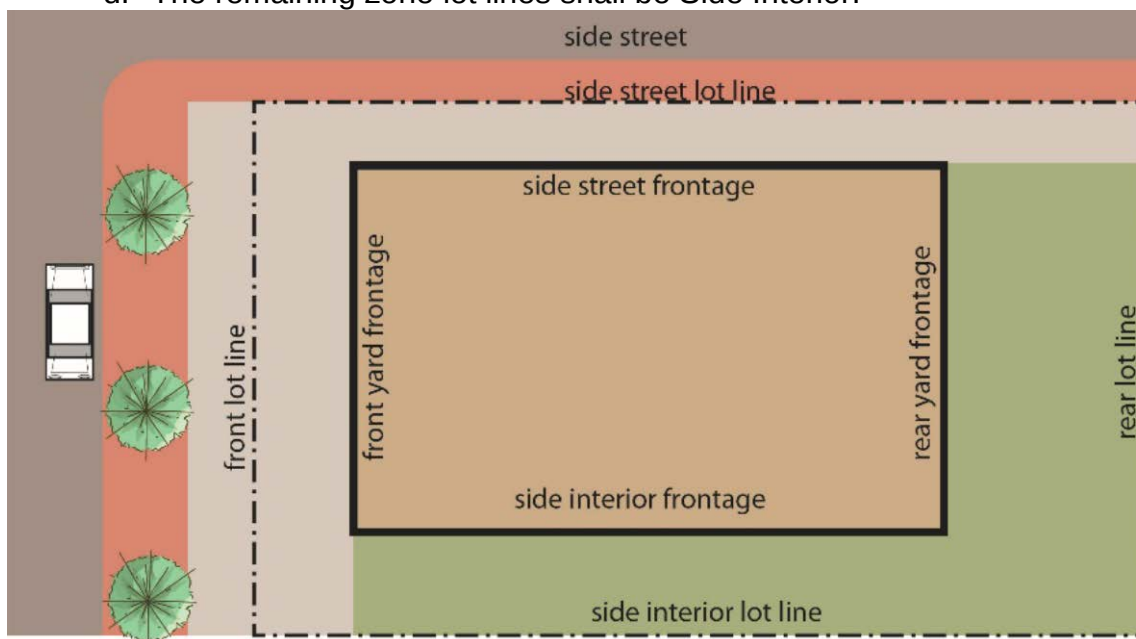
A. Streets and Frontages

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.

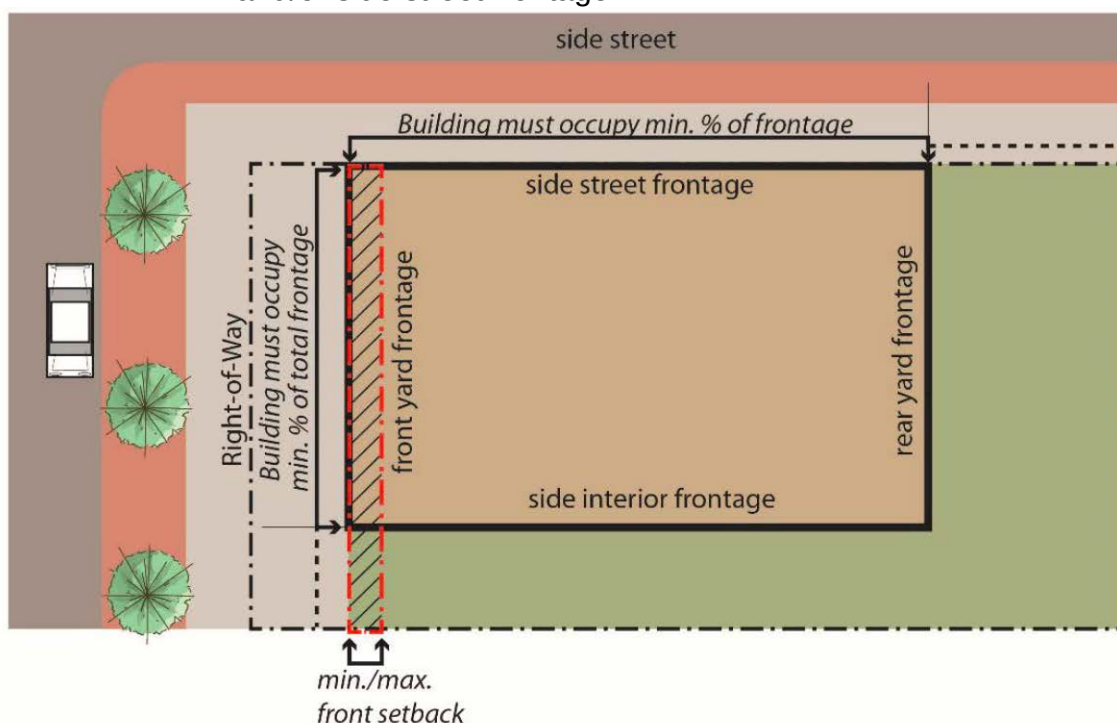
- b. Primary streets may be along front or side frontages.
2. Frontages and Lot Lines
 - a. The Front shall be the zone lot line abutting the street frontage, between any intervening rights-of-way (including alleys), on which a greater number of principal buildings face.
 - b. The Rear shall be the zone 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

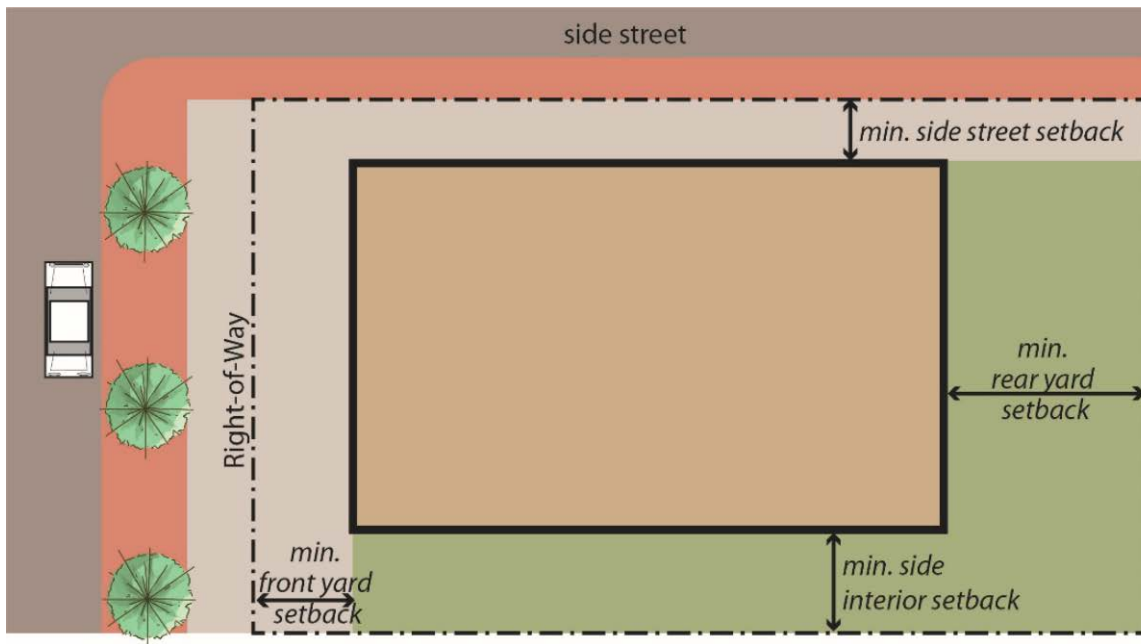
alternative) divided by the total lot width, as measured at the lot line abutting the subject street right-of-way.

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.

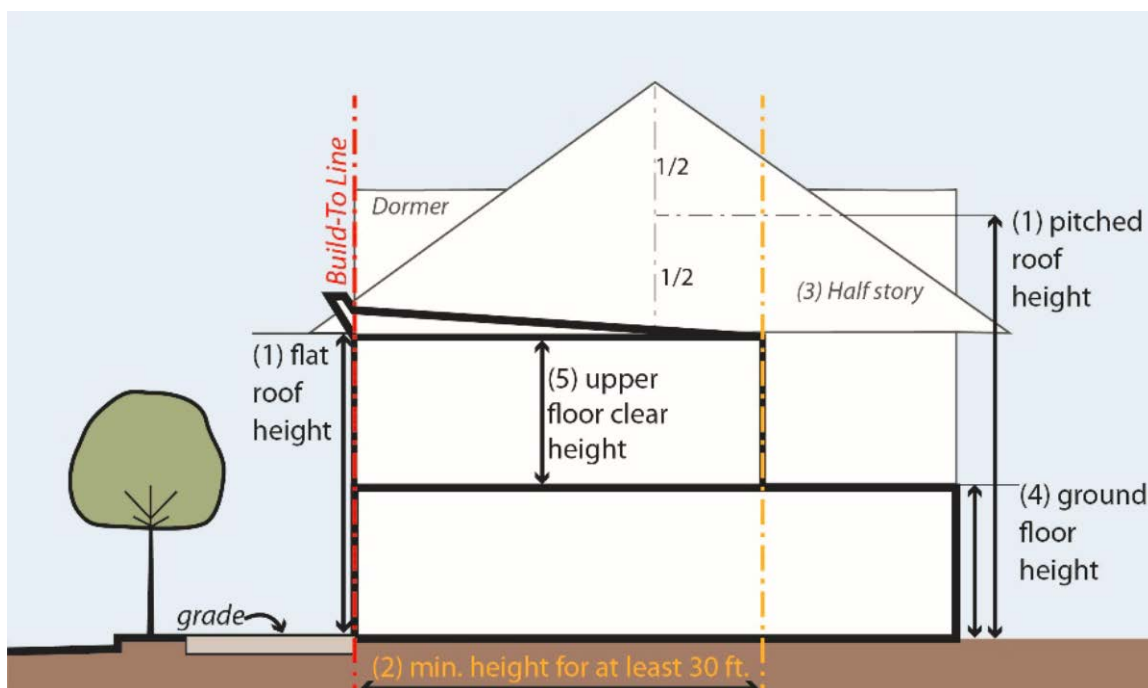


2. Block Sensitive Setback
 - a. Intent. To provide context-sensitive infill development related to existing conditions and to maintain an existing character along the same side of a street.
 - b. Applicability. Requirements per Building Form Standards.
 - c. A setback equal to the average setback of 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.



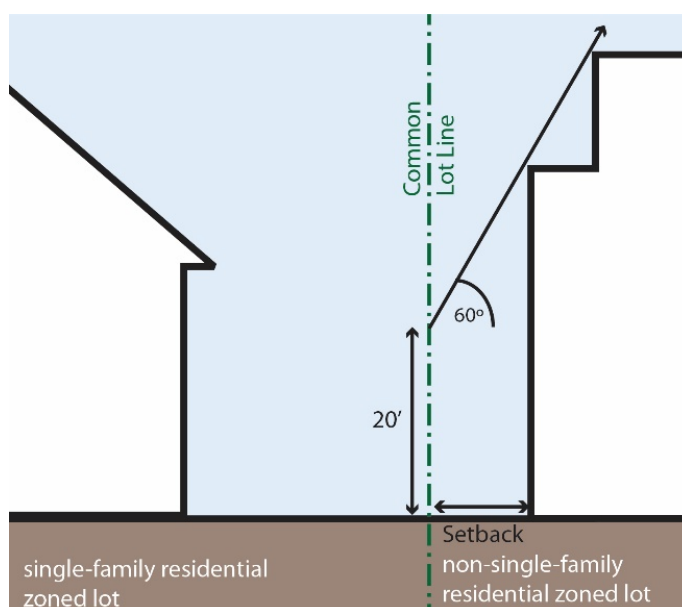
D. Building Height

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

OBSOLETE PROPERTY REHABILITATION CERTIFICATE FOR PROPERTY AT 409 ADAMS STREET

Moved by Council Member _____, seconded by Council Member _____ to adopt the following resolution:

WHEREAS: under P.A. 146 of 2000, as amended, the City of Saginaw is a Qualified Local Government Unit eligible to establish one or more Obsolete Property Rehabilitation (OPRA) Districts and approve applications for Obsolete Property Rehabilitation Exemption Certificates; and

WHEREAS: the Saginaw City Council approved the formation of an OPRA District at 409 Adams Street, Tax ID 17-0036-00000, "the facility", on February 19, 2018, following a public hearing pursuant to Section 3 of P.A. 146 of 2000, as amended; and

WHEREAS: the taxable value of this exemption plus the aggregate taxable value of property already exempt does not exceed 5% of the total taxable value of the City of Saginaw; and

WHEREAS: the applicant, CASPCO LLC, is not delinquent in any taxes related to the facility; and

WHEREAS: the applicant has provided all required items listed under the application instructions to the City of Saginaw; and

WHEREAS: the facility has been deemed obsolete by the City of Saginaw pursuant to Section 2(h) of P.A. 146 of 2000, as amended; and

WHEREAS: the application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility within the meaning of P.A. 146 of 2000, as amended, situated within an OPRA District; and

WHEREAS: the commencement of the rehabilitation of the facility did not occur before establishment of the Obsolete Property Rehabilitation District; and

WHEREAS: the facility is located within an Obsolete Property Rehabilitation District and its rehabilitation will constitute a rehabilitated facility pursuant to P.A. 146 of 2000, as amended; and

WHEREAS: the completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to revitalize an urban area; and

WHEREAS: the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by Section 2(1) of P.A. 146 of 2000, as amended; and

WHEREAS: on April 2, 2018 the Council afforded the applicant, the Assessor of the City of Saginaw, a representative of each affected taxing unit and the general public, an opportunity to be heard on the above-mentioned application for an OPRA Certificate at 409 Adams Street, as provided by Section 4(2) of P.A. 146 of 2000, as amended, and

the Council has given due consideration to all information presented at said hearing; and

WHEREAS: the City of Saginaw is stipulating that the applicant complete the rehabilitation by September 30, 2019; and

WHEREAS: on April 2, 2018 the City of Saginaw adopted a resolution granting an Obsolete Property Rehabilitation Act Exemption Certificate; and

WHEREAS: the applicant has requested an exemption for a period of ten (10) years, and the certificate shall be in effect for a period of ten (10) years.

NOW THEREFORE BE IT RESOLVED that the City of Saginaw hereby grants an Obsolete Property Rehabilitation Act Exemption Certificate, pursuant to Public Act 146 of 2000, as amended, for the eligible property legally described below located at 409 Adams Street, Saginaw, Michigan, for a period of ten (10) years.

ASSESSOR'S FILE #: 17-0036-00000

ENTIRE BLOCK 3, CITY OF SAGINAW IN DIVISION NORTH OF CASS STREET, EXC W'LY 100 FT OF LOT 1, W'LY 100 OF LOT 2 W'LY 90 OF LOT 3, AND S'LY 12 FT OF W'LY 90 OF LOT 4.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION 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 resolution 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