

May 2, 2023

Dale Kracker
1777 RW Berends Drive SW
Wyoming, MI 49519

Dear Mr. Kracker:

Re: Planned Development (PD) Tentative Plan Review for Austin Landings, 3308 Zylman Avenue Portage, MI

Thank you for submitting the PD Tentative Plan for the above referenced project. The plan has been reviewed by the City Administration and the following comments are offered for your review in an effort to assist you in the design of the site and to meet ordinance provisions. In addition to necessary changes, I have also provided design considerations (provided at the bottom) for your team to explore as this project progresses through the overall Planning Development process.

Community Development

The Community Development Department has the following review comments:

1. It is our understanding that you are pursuing a land-swap to acquire three City parcels for this project (two fronting S. Sprinkle Ave. and one fronting Zylman Ave). These parcels all have the same parcel number (No. 05280-015-R) and similar lot sizes (8,300 sq ft, 8,509 sq ft, and 8,915 square feet). Please show these three city-owned parcels and which land will be swapped and its purpose for this project.
2. The private roads (identified as loops) should be at least 20 feet wide.
3. The parking for the multifamily units should be calculated per [Sec. 42-374. G.](#)
4. Sheet C205 should state:
 - a. 'Proposed' under Note 4.
 - b. Please provide the average lot width for the single family detached lots.
 - c. Please state the rear yard setbacks for all of the housing types (SFDs, Townhomes, Multifamily)
5. PDF Pages 29 & 32 should be re-oriented to map in set map orientation.
6. PDF Page 38 misspelled 'professionals'
7. Sidewalks/ Bike path:
 - a. Please provide a sidewalk connection from the internal site condos to the proposed day care center to provide easier, direct pedestrian/ bicycle access per [Sec. 42-374 B. 2.](#)
 - b. Bike path connection should be provided somewhere in the SE area of the multifamily development to connect with the planned bike path along E. Shore Drive.
 - c. Sidewalk along west side of Highlands is shown 'by others'. What does this mean?
 - d. Remove loop around 2 homes along E. Shore Dr. but maintain a spur that connects to multifamily development.
8. Please indicate phases in the drawing-not clear.
9. Please provide justification or alternative design for super block lengths exceed 1400 ft per [Sec.42- 806](#) and [Sec. 42-112. Definitions. Block.](#)
10. Please provide sidewalks on both sides of all streets per [Sec. 42-804.](#)
11. Please provide justification for exceeding Max. Height 45' limit per [Sec. 42-374. F.](#) Proposal states: Multi-Family Dwellings (Bldgs A -K): 3.5 stories or 50 ft.

Transportation and Utilities

Based on a review of the project narrative, tentative plan, and traffic impact study received on March 23, 2023, for Austin Landings, the following comments are provided:

Streets

1. The project narrative and tentative plan indicate the proposed streets are to be public streets. The project narrative states a street width of 30 feet measured from back of curb to back of curb in a 60 feet wide public right of way will be provided. The tentative plan shows a street width of 30 feet in a 60 foot right of way for the proposed streets east of Cox's Drive; a street width of 24 feet in a 60 foot right of way for the proposed streets west of Cox's Drive; and no street width in a 60 foot right of way for Highland Drive. Per [Sec 42-374. A. 3](#) and [Sec 42-803\(b\)](#), Cox and Highland Drive are required to consist of pavement widths of 32 feet (36 feet back of curb to back of curb).
2. Cox's Drive is shown as a boulevard with parallel parking on both sides of the street. It is recommended that Cox's Drive consist of one, 12-foot wide lane north bound lane; one, 12-foot wide south bound lane; and a middle boulevard. The street would be 40 feet wide from back of curb to back of curb with no parking along the sides.
3. The dead end portion of Road B extending south of Road C is problematic for a public street. The lots in this area need to be reconfigured so that either a cul-de-sac bulb meeting [Sec 42-803](#) requirements or that this dead end portion of Road B is eliminated.
4. The two proposed areas for perpendicular parking within the right-of-way of Road B and Road C need to be removed and the street centered in the right of way. This parking will create additional burdens for City maintenance and parking enforcement. With the streets widened to 36 feet, which allows for parking on the street, perpendicular parking should not be needed. [Sec 42-803\(j\)\(9\)](#) states, "On-street parking of vehicles will generally be prohibited on both sides of major and collector street types and on at least one side of all local street types."
6. The proposed "seating area" within Road B cul-de-sac needs to be placed within an open area rather than a public right-of-way. A landscaped island may be constructed within the cul-de-sac if it is maintained by the condominium/homeowners association – an agreement with the City will be required.
7. The proposed Road B cul-de-sac needs to accommodate the City's largest fire truck. Plans showing the fire truck turning template on the proposed cul-de-sac needs to be provided.
8. The plan should indicate the total proposed width of the expanded East Shore Drive right-of-way and should be at least 83 feet to accommodate future road improvements, the proposed 10 foot-wide multi modal path along the north side, and allowing an acceptable separation from the existing and future roadway. The existing right-of-way along East Shore Drive is only approximately 33 feet.
9. The northerly drive on the east side of Highland Drive needs to be relocated away from the influenced area of the Highland/Zylman intersection. We recommend relocating it in alignment with the drive aisle immediately south of the swimming pool.

Sanitary Sewers

1. Please evaluate the existing sanitary sewer lift station to determine whether there is sufficient capacity available or if the station will need to be upgraded to handle the additional flow and to assess the impact of the increased flows on the long-term capacity needs. This evaluation document will need to be submitted for review. The density of development is considerably higher than what is typically found for low-density single-family developments, and higher than what would have been used in determining the required capacity for the service area of the Zylman Road lift station.
2. The building elevations indicate the single-family homes will have basements while all the other structures, including the Garden-Style Single Family homes, Townhomes, and Multi-Family Residences, will not have basements. The tentative plan layout should also indicate

where basements are proposed, and if so, whether basement gravity sanitary sewer service will be provided.

3. All sanitary sewers in the single-family residential area, including the Garden-Style Single Family homes, should be located in public streets to ensure adequate room for maintenance and separation from the proposed water mains. The proposed location of these facilities in 20-foot-wide rear access drives does not accomplish either of these needs.
4. Sanitary sewer needs to be installed in Cox's Drive to serve the lots along Cox's Drive.
5. Sanitary sewer needs to be installed in proposed Road E to serve the lots along Road E.
6. If connection to the Sprinkle Road sanitary sewer is proposed, please evaluate the existing sanitary sewer lift station to determine whether there is sufficient capacity available or if the station will need to be upgraded to handle the additional flow and to assess the impact of the increased flows on the long-term capacity needs. The area of the development lying east of the prior railroad right-of-way was not in the original service area of the Zylman Road lift station. This eastern area was anticipated to flow towards the Sprinkle Road sanitary sewer or the sanitary sewer in Zylman Road that flows toward Sprinkle Road. It is noted that the sewer in Sprinkle Road is lower than the sewer in the easterly part of Zylman Road, or in the sewer along East Shore Drive, lying to the south. This means that a sanitary sewer connection to the sanitary sewer in Sprinkle Road would be necessary to take advantage of the lower sanitary sewer elevation. There is a manhole at the city's outlet at 8620 Sprinkle that may provide more depth to enable basement gravity service to more lots. The sanitary sewer in Sprinkle Road discharges into the Wells Street lift station. Please submit this sewer evaluation for review.
7. The proposed routing of sanitary sewer under the playground area in Loop F1 is not acceptable. The sanitary sewer alignment needs to remain in the public road right-of-way. The City's standard location for sanitary sewer is along centerline of the street.
8. The routing of sanitary sewer should be shifted over to the public right-of-way rather than through the private loops in easements.
9. Where the sanitary sewer passes between single-family residential building sites the building envelopes need to be revised to accommodate the necessary sanitary sewer easement. A width of 20 feet is the minimum sewer easement width. A width of 30 to 40 feet may be necessary, depending on the final design depth since the developer is proposing zero clearance side yards as a variance from zoning regulations. This could impact the number of lots that can be created.
10. The proposed sanitary sewer in Highland Drive needs to be installed in the City's standard location for sanitary sewer - along centerline of the street. Where the proposed sanitary sewer in Highland Drive connects to the existing sanitary sewer needs to be indicated.
11. Trees are not allowed to be within public utility easements. Shrubs and perennials are acceptable but the City will not be responsible for their replacement if the utility line ever needed to be exposed.

Water Main

1. All water main in the single-family areas of the proposed development should be in the public road rights-of-way. Recommend the water main be located on the side of the street opposite the proposed storm water detention area to reduce the number of (possibly avoid) water main/storm sewer crossings.
2. The watermain should be looped into the Zylman Road water main at the proposed Road G entrance.
3. Do not connect to the existing water main in Balmoral Street.
4. It is recommended that lots R38 to R44 be served by a water main in Road C. It is not advisable to allow service connections across open space landscaping, where an existing evergreen tree buffer is supposed to be preserved. Then the Road B extension can be connected from Road C

to Zylman Road. This also allows fire protection hydrant coverage for the Road C parcels without going through the evergreen tree buffer to connect to a hydrant in East Shore Drive.

5. Water main within the multi-family area along the east side of Highland Drive will need to be in 20-foot-wide easements and should be so stated on the tentative plan.
6. Where the water main passes between single-family residential building sites, the building envelopes need to be revised to accommodate the necessary water main easement. A width of 20 feet is the minimum water main easement width. A width of 30 feet may be necessary with a proposed zero clearance side yards as a variance from zoning regulations. This could impact the number of lots that can be created.

Storm Water Management

1. The project narrative and tentative plans did not directly propose any conceptual layout for storm water conveyance, but General Note 10 indicated that all on-site storm water will be collected in catch basins and directed to the detention areas. It is understood that the layout of storm sewers will be dependent upon the grading plan when construction drawings are prepared.
2. The storm water system needs to be designed and constructed in accordance with the City of Portage Storm Water Design Criteria Manual.
3. The proposed outlets for the detention basins should be indicated as part of the Tentative Plan to determine feasibility.
4. The drainage concept for the proposed development along Highland Drive should be addressed in more detail to demonstrate that the area set aside for detention can be expected to be adequate. At first glance, the detention area appears small compared to the area served. If it is not adequate, the layout of the proposed multi-family uses could be impacted.
5. It should be indicated whether the detention basins are intended to be wet or dry by design.
6. Sec 42-805(d)(4) states, "Storm drainage retention areas can have a negative effect on existing and proposed development. To the extent possible, the retention area must be designed to minimize the impact on adjacent development. Insofar as practical, the retention basin shall be internally located within the plat proposed for development. Retention areas shall be screened from neighboring development and adjacent thoroughfares with shrubbery and landscaping. Appropriate fencing of all retention areas shall be required." If the proposed storm water detention basin is to remain on the northeast corner of the intersection of East Shore Drive and Highland Drive then it will need to be well screened along the west, south, and east sides of the basin.

Traffic Impact Study

The submitted Zylman Property Mixed-Use Development Traffic Impact Study, labeled Draft Version and dated November 18, 2022, was reviewed by the City of Portage Traffic Engineer. See attached.

1. Please ensure the project narrative matches what is described in the TIS project description.
2. Please ensure the phases of construction match what is described in the TIS.
3. Two confusing narrations have been added to the report. The executive summary which starts on page 47 has been discussed again starting page 63. The latter provides additional/confusing statements about the project which is not provided earlier. Please review both and retain only pertinent information regarding the project.
4. Development phasing discussed on pages 51/52 or 100 are confusing. Please show only the units built in a particular phasing year. For example, 32 Single-Family Detached Housing Units will be built in 2025 and only 22 additional units will be built in 2026 not 54. A day care will be built in 2025, however it is shown again in 2026 & 2032. Please correct and only show the number of units or facilities being built in a phasing year.
5. Table 3-6 needs to be revised and follows as shown in the attachment. Each development in a given phasing year needs to have a separate table. A combined table for a particular

phasing year could be developed in the end. Again, only the development occurring in a particular phasing year needs to be shown on the combined trip table.

Table : Future Trip Generation

Trip Generation (Trip Generation Manual, 11th Edition)												
Land Use Code	Land Use	Proposed Site Description	AM Peak				PM Peak					
			# of Dwelling Units	Equation/Rate	Enter	Exit	Total	# of Dwelling Units	Equation/Rate	Enter	Exit	Total
210	Single Family Detached Housing	Buildings (80 Units)	80	$\ln(T) = 0.91 \ln(X) + 0.12$	16	45	61	80	$\ln(T) = 0.94 \ln(X) + 0.27$	51	30	81
Total					16	45	61			51	30	81

6. Figure 3-8 needs to be developed for a particular development in a given phasing year. For example, the first figure needs to show only traffic generated by the Day Care Centre. All the trips generated by this development need to be distributed based on the directional distribution discussed on pages 103/104. Please follow this methodology for every development in all the phasing years. Eventually a combined trip distribution figure would be appropriate.
7. It appears the development generated traffic has not been included in the annual 0.54% annual growth rate. It is important to note that trips generated in 2025 will become part of the daily traffic and need to be projected at a 0.54% annual growth rate while showing 2026 No Build scenario and so on so forth.
8. Although the intersection of Portage Road and Zylman Avenue has been analyzed by considering only one northbound and two southbound through lanes, however, field observation shows that in case of lane reduction downstream traffic tends to move into the one continuous lane well before the terminus point. Similar conditions exist at this intersection. Although the southbound curb lane extends approximately 2000-ft south of this intersection to the intersection of Forest Drive where it becomes the right turn only lane, as discussed in Portage Road Diet Study scenario, in my professional opinion through traffic in curb lane will move into the passing/inside lane well before the intersection of Portage/Zylman intersection. Therefore, I would suggest analyzing this intersection with only one southbound through lane too to examine the effects of queue length for the southbound traffic.
9. In addition, an overlap westbound right turn phase at the intersection of Portage Road and Zylman Avenue could be included in the improvement summary.

Fire Department

The Fire Department has the following review comments:

1. IFC 503.2.1 All fire apparatus access roads shall provide unobstructed width of 20' and height not less than 13'6".
2. IFC D103.4 Dead end fire apparatus roads in excess of 150 feet shall be provided with width and turnaround provisions in accordance with Table D103.4.
3. City Ordinance 42-805(c)(4) Hydrants in subdivisions shall be located not more than 500' apart and situated that all portions of buildings are within 250' of a hydrant.
4. IFC D103.6 Fire lane no parking signs shall be posted on both sides of roads with a width of 20-26' and on one side if 26-32'.

Parks & Recreation

The Parks & Recreation Department has the following review comments:

1. All bike paths should be 10' wide asphalt.
2. A bike path should be provided along the south side of Zylman Avenue, extending between Sprinkle Road and Cox Drive. Maintain existing tree buffer along south side of Zylman Ave.
3. Along East Shore the City has a 35' easement; within it will have a minimum 10' buffer zone between the road and the 10' bike path.

4. All developments that will be next to existing or future planned parks or trails should conform to the requirements in the City of Portage Recreation & Open Space Plan 2023, Action H: Coordination with Development Projects, page 136.
5. The bike path should be provided along the east side of Highland Drive, which will provide easier connection to the planned bike path along East Shore Drive. Ensure landscaping (trees/bushes) are provided along both sides of Highland Dr.

Design Considerations

The following items address detailed items applicable to the Final 'PD' Plan and further due diligence items to assist you in the overall design of this project.

1. On-street parking is restricted from overnight use during the winter. If additional parking is desired, then parking areas outside the public right-of-way should be provided.
2. All the public streets require street lighting per Sec 41-805(e).
3. Sec 42-805 (b)(1) states, "Where sanitary sewer depth is minimal or too shallow for providing gravity service to basements, basement grades shall be shown for existing and proposed houses, or a note stating that no basements will be served, or a description of the method of serving basements, shall be included on the plans." This will need to be addressed in the final plan.
4. There is an existing sanitary sewer manhole in Zylman Avenue that appears to have been missed. It is approximately 210 feet west of the existing sanitary manhole on the west side of the traffic circle center. The developer might consider connecting to the existing stub out of the manhole to service lots 67 – 71.
5. Hydrant and water main valve placements will have to be reviewed in greater detail when construction drawings are submitted.
6. Hydrants were not shown in the multi-family area. It should be noted that hydrant placement will be determined in conjunction with the fire department when construction drawings are prepared.
7. Additional hydrants may also be necessary along Highland Drive to provide adequate coverage for the attached residential units on the west side of Highland Drive.
8. The storm water detention basins will need to be private and maintained by the condominium/home owners association – an agreement with the City will be required allowing the storm water from the public streets to discharge to them.

Once the above comments have been addressed, the City Administration can complete the plan review. Please revise the plans per the applicable comments above and resubmit a PDF version of the revised plan along with a response letter addressing each of the comments above and any other supporting information.

To better facilitate discussion of any of the above items, we can schedule a meeting with your team. If you have any questions or would like to discuss the review comments provided in this letter, please feel free to contact the Department of Community Development at (269) 329-4477.

Sincerely,

Pete Dame

Pete Dame
Chief Development Officer

cc:

Biqi Zhao, Deputy Director of Planning and Zoning
Terry Novak, Deputy Director of Building Services
Kendra Gwin, Director of Transportation and Utilities
Eric Feldt, Senior City Planner

Sherman Potter, City Engineer
Brady VanderVeen, Senior Building Inspector
Jonathon Hallberg, Deputy Director of Economic Development
Stacy French, City Fire Marshal