



March 13, 2026

Richard Polmanteer, Planning Commission Chairperson  
 Vienna Charter Township  
 3400 W. Vienna Road  
 Clio, MI 48420

RE: Site Plan Review – 4082 W. Vienna Road – Randy Wise Dealership/General Automotive Repair

Dear Mr. Polmanteer,

Per the request of Vienna Charter Township, we completed a site plan review of the Randy Wise Dealership/General Automotive Repair Site Plan located at 4082 W. Vienna Road. The applicant is proposing an auto dealership and general automotive repair facility. The township received a site plan prepared on for Randy Wise consisting of seventeen (17) sheets dated Updated Site Plan 3/04/2026 as prepared by Contour Design Engineering and LG Workshop LLC Based on the information submitted, ROWE Professional Services offers the following comments for your consideration:

**General Comments:**

- Submittal of a revised site plan is recommended for second review to address comments and to determine compliance with Township zoning ordinance and site plan regulations.

**Planning Comments**

*Site Plan Information*

We reviewed the plan for compliance with the requirements in the zoning ordinance and find the below list of material missing, so compliance cannot be determined.

Sec. 602.1.G – Zoning district and land use of adjacent parcels.		X		Zoning district of the site is C-2 - General Commercial not G-2  Zoning district and land use of adjacent parcels not provided
Sec. 602.1.H – The dimensions of all property lines showing the relationship of the property to abutting properties and buildings within 100 feet.	X	X		Dimensions provided.  Buildings within 100 feet not provided.  Correct the following plan errors – Min Lot Area - 10,000 sq ft Min Side yard setback – 20 ft
Sec. 602.1.R – The location and size of containment and storage areas if the use of hazardous substances is involved.		?		Applicant to note on plans storage of hazardous substances.

Sec. 602.1.V – Cross section drawings of proposed sidewalks, drives, and parking areas.		X		Cross section of new sidewalk and pavement not provided.
Sec. 602.1.W – Designated fire lanes.		X		Fire lanes not provided.
Sec. 602.1.Y – The location, number, dimensions, color, material, and lighting of signs.			X	Signage locations provided. Sign dimensions, color, material, and lighting not provided.
A. Estimated number of employees, customers, and visitors.			X	Employees provided on A100A Customers and visitors not provided
C. Any changes expected in dust, odor, smoke, fumes, noise, lights, or similar potentially adverse conditions created by the proposed use.			X	Applicant to provide note on the plans.

*Zoning Compliance*

The following issues or questions related to compliance with the ordinance requirements were identified.

Minimum Setbacks - Front	40 ft	450 ft
- Side	20 feet each side if detached	East – Existing 6.4 ft Existing Nonconforming
- Side	20 feet each side if detached	<b>West – Existing to Parcel 1 lot line not provided</b> Existing Nonconforming West to Existing to Parcel 2 lot line – 49.5 ft

Are there any additional dimensional requirements per the zoning district?

A. All activities shall be conducted within a completely enclosed building.	<b>Applicant to provide note</b>
B. Outside storage of vehicles or parts must be completely screened from public streets or residential districts in accordance with ARTICLE 13 obscuring walls and landscaped berms.	<b>Applicant to note not occurring or address as required</b>
C. No outside storage of discarded or salvaged materials, junk vehicles, or junk parts shall be permitted on the premises.	<b>Applicant to provide note</b>

<p>D. Main buildings shall have a minimum setback of 100 feet from an R, RMC or RM district unless the district is separated from the use by a major or secondary thoroughfare or collector street.</p>	<p><b>Existing building is 97.2 ft from adjacent residential parcel which is heavily wooded. A setback variance will be required.</b></p>
<p>E. Must demonstrate measures taken to prevent contamination of soil and groundwater, and processes for appropriate storage and disposal of any hazardous materials.</p>	<p><b>Applicant to provide note on the site plan acknowledging compliance.</b></p>

- Please see the Site Plan Zoning Compliance Checklist for more details.

<p><b>Section 505 Corner Clearance</b> – Do all proposed or existing fences, walls, shrubbery, signs, or similar obstructing structures within all intersection clear vision areas comply with this section?</p>		<p>?</p>		<p><b>Provide illustrations of compliance on plans</b></p>
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<p><b>Section 507 Exterior Lighting</b> – Do the proposed lighting fixtures, including intensity, design, and placement on the photometric plan comply with these standards?</p>		<p>X</p>		<p><b>Footcandles exceed ord. req. A. In any use district, light sources may not exceed 10 foot-candles.</b>  <b>Lighting height appears to exceed 18 ft requirement. It appears to be 32.6' with receptacle.</b>  <b>Flood light height not provided.</b>                  Footcandle at rear parcel line comply at 0.0.                  Wall mounted lights conform at 12 ft high.</p>
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<p><b>Section 508 Screening of Rooftop Equipment</b> – Do all proposed roof-mounted equipment comply with these standards?</p>		<p>?</p>		<p>Applicant to clarify is complaint</p>
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<p><b>Section 509 Waste Receptacles</b> – Is the space provided for one or more dumpsters compliant with these requirements, if applicable? If a residential use, does the accessory dumpster comply with this requirement?</p>		<p>?</p>		<p>Height of enclosure and materials are compliance   <b>Enclosure appears to be within 20 ft of the rear property line shared with a residential zoned parcel.</b></p>
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Clarify Project Information Sheet A100A – employee/maximum shift states 51 and 55 within the table. Review included as 55

<p>Loading Space (Section 403)</p>	<p>5,001-60,000 sq ft = 1 space, plus 1 space per each 20,000 square feet GFA or fraction thereof</p> <p>59,400 sq ft /20,000 = 2.97        2.97+1 = 3.97 spaces</p>	<p>3 loading spaces provided        4 loading spaces are required</p>		
<p><b>3. Layout Standards</b> – Do parking spaces and maneuvering lanes meet these requirements?</p>	<p>X</p>			<p>Spaces are 9' x 20' complaint        Drive aisles are 20'-30' wide complaint</p> <p>Parking lot is existing however the applicant should show snow storage area.</p>
<p><b>3. Exterior Lighting</b> – Does the exterior lighting for the parking areas meet the standards of Section 507?</p>		<p>X</p>		<p><b>Footcandles exceed ord. req. A. In any use district, light sources may not exceed 10 foot-candles. Lighting height appears to exceed 18 ft requirement. It appears to be 32.6' with receptacle.</b></p> <p><b>Flood light height not provided.</b>        Footcandle at rear parcel line comply at 0.0.        Wall mounted lights conform at 12 ft high.</p>
<p><b>4. Construction, Maintenance, Screening, and Landscaping</b> – Does the design of the parking area and its landscaping meet the requirements of this section and of Section 1302?</p>		<p>?</p>		<p><b>Cross section of pavement is not provided.</b></p> <p>Landscaping areas within parking lot?</p> <p>Site storm water management is existing.</p>
<p><b>Section 1300.3.F Mechanical Equipment</b> – Are the proposed mechanical equipment areas designed, located, and screened in accordance with these standards?</p>		<p>?</p>		<p>Applicant to address</p>

<p><b>Section 1300.3.H Landscaping Rights-of-Way and Other Adjacent Public Open-Space Areas</b> – Are the rights-of-way and public open-space areas adjacent to the required landscaped areas planted with grass or similar suitable ground cover?</p>		?	<p>Applicant to note is area will be grass</p>
<p><b>Section 1300.3.I Regulations Pertaining to Landscaping Areas Used for Sight Distance</b> – Does all vegetation planted within the sight distance corners at intersections comply with these requirements?</p>		X	<p>Applicant to address on plans</p>
<p><b>Section 1302 Parking Lot Landscaping</b> – Does the proposed parking lot landscaping comply with these standards?</p>		X	<p>Does not comply with requirements – see below chart</p>
<p><b>Section 1304 Compliance for Nonconforming Sites</b> – Does the proposed screening and landscaping bring the site into conformity, if current landscaping and screening is nonconforming?</p>		X	<p>Existing sites that do not comply with the standards of this Article shall be required to come into full compliance whenever site plan review is required for a project</p>
<p>Greenbelt (Sec. 1300.3.B)</p>	<p>(3) A minimum of one (1) deciduous tree or evergreen tree shall be planted for each 30 linear feet or portion thereof of required greenbelt length. Required trees may be planted at uniform intervals, at random, or in groupings.</p> <p>(4) Two (2) 18-inch-high shrubs shall be required for each 15 linear feet of greenbelt area. Required shrubs may be planted at uniform intervals, at random or in groupings.</p>		<p><b>310/ 30 = 10.3 (round up per ordinance) 11 trees are required</b></p> <p><b>310/15 = 20.66*2 = 41.32 42 shrubs are required</b></p>

Parking Lot (Sec 1302)	1. For every 20 parking spaces, an area shall be used for interior landscaping. Whenever possible, parking lot landscaping shall be arranged to improve the safety of pedestrian and vehicular traffic, guide traffic movement, and improve the appearance of the parking area, through the even distribution of the landscape effort across the total off-street parking area, rather than to concentrate all effort in one location.  2. Parking lot landscaping shall not be less than 150 square feet in any single island area. Not more than two (2) landscaped units of 150 square feet may be combined in plans designed to meet the minimum requirements. A minimum of one (1) deciduous tree shall be planted in each landscaped area.	<b>262/20=13.1 round up to 14 interior planting areas</b>  <b>9 provided</b>  Islands are 9'x40' = 360 sq ft
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ROWE Professional Services Company's plan for review is for conformance with the township's submittal requirements and standard practices for the township's use in its determination of whether to approve the plans. The developer and designer shall be responsible for the accuracy and validity of the information presented on the plan. Regulatory and other governmental agencies with jurisdiction may have additional comments or requirements. Further review of the proposed design may be necessary as the applicant addresses the comments noted. A **second submittal is recommended** for review to determine compliance with ordinance requirements.

The developer and designer remain responsible for the design, construction, and any resulting impacts of the project.

If you have any questions or require additional information, please contact me at [wburkholder@rowepsc.com](mailto:wburkholder@rowepsc.com) or 810-341-7500.

Sincerely,  
ROWE Professional Services Company

*Wade Burkholder*

Wade Burkholder, AICP  
Senior Planner

cc: Vienna Charter Township Planning Commission

Attachments: 1. Site Plan Zoning Checklist  
2. Site Plan Information Checklist

**Vienna Charter Township**  
**SITE PLAN INFORMATION REQUIREMENT CHECK LIST**  
**Christopher Enright, 628 E. Parent Ave, Suite 100, Royal Oak**  
**Randy Wise Auto Dealership**  
**Received Date: 3/4/2026**  
**Revised Drawing Date: N/A**

<b>Site Plan Information Requirements</b>				
<b>Section 602 – Site Plan Informational Requirements</b>	<b>Does the site plan include this information?</b>			
	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comment</b>
Sec. 602.1.A – A signed statement that the applicant is the owner or interested party with option of the subject parcel, or is acting as the owner’s legal representative.	X			Application signed by applicant and owner
Sec. 602.1.B – The names, addresses, and telephone numbers of the developers and owners of the property.	X			Provided cover sheet
Sec. 602.1.C – All site plans shall bear the seal of a licensed design professional (architect, engineering, surveyor, or landscape architect).	X			Provided
Sec. 602.1.D – Date, north arrow, and scale, including the most recent revision date of the plans.  (1) For zoning lots of 25 acres or less: 1 inch equals 50 feet minimum; and  (2) For zoning lots of over 25 acres: 1 inch equals 100 feet minimum.	X			Provided
Sec. 602.1.E –Parcel numbers and legal descriptions for properties included within the development.	X			Provided on Sheet 1 of 1
Sec. 602.1.F – A location map indicating the location of the proposed project relative to nearby streets and other properties.	X			Provided on Sheet 1 of 1
Sec. 602.1.G – Zoning district and land use of adjacent parcels.		X		Zoning district of the site is C-2 - General Commercial not G-2  Zoning district and land use of adjacent parcels not provided
Sec. 602.1.H – The dimensions of all property lines showing the relationship of the property to abutting properties and buildings within 100 feet.	X	X		Dimensions provided.  Buildings within 100 feet not provided.  Correct the following plan errors – Min Lot Area - 10,000 sq ft Min Side yard setback – 20 ft
Sec. 602.1.I – The location of all existing and proposed structures on the subject property, including the actual setback of all structures to be retained or constructed.	X			Provided on Sheet 1 of 1

<b>Site Plan Information Requirements</b>				
<b>Section 602 – Site Plan Informational Requirements</b>	<b>Does the site plan include this information?</b>			
	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comment</b>
Sec. 602.1.J – A preliminary grading plan in detail sufficient enough to determine whether or not extensive grading of the site is proposed and to enable the building height to be determined. Spot grades are sufficient but should include locations near the major corners of buildings. First floor elevations and rooftop elevations should be indicated, if the proposed building height is to be within 5 feet of the maximum height limit and the grade is not constant, the average grade along each major building face shall be provided.			X	No work is proposed that changes existing grades
Sec. 602.1.K – An inventory of existing vegetation on the site and portrayal of any significant alterations.	X			Provided on L.1
Sec. 602.1.L – A landscaping plan with a schedule of plant materials and sizes.	X			Provided on L.2
Sec. 602.1.M – Cross-section drawings of any walls, berms, fences, or similar structures.			X	
Sec. 602.1.N – The location and setback from natural features including wetlands, floodplains, streams, drains, swamps, marshes, and unstable soils.			X	
Sec. 602.1.O – An indication of basic drainage patterns, existing and proposed, and including any structures, retention basins, and fencing proposed.			X	No changes proposed to existing storm system
Sec. 602.1.P – A schedule of parking needs, which may include separate drawings to indicate usable floor areas and other factors for computation of parking needs.	X			Provided on A100A
Sec. 602.1.Q – Front, rear, and side elevations of a typical proposed structure.	X			Provided on A102, A201 and A303
Sec. 602.1.R – The location and size of containment and storage areas if the use of hazardous substances is involved.		?		Applicant to note on plans storage of hazardous substances.
Sec. 602.1.S – The location of all existing and proposed drives and parking areas.	X			Shown on plans, no changes proposed
Sec. 602.1.T – The location and right-of-way widths of all abutting streets and alleys.	X			Provided
Sec. 602.1.U – Vehicular traffic and pedestrian features.	X			Provided on A100A
Sec. 602.1.V – Cross section drawings of proposed sidewalks, drives, and parking areas.		X		Cross section of new sidewalk and pavement not provided.
Sec. 602.1.W – Designated fire lanes.		X		Fire lanes not provided.
Sec. 602.1.X – The location of all public and private utilities.	X			Provided on Sheet 1 of 1

<b>Site Plan Information Requirements</b>				
<b>Section 602 – Site Plan Informational Requirements</b>	<b>Does the site plan include this information?</b>			
	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comment</b>
Sec. 602.1.Y – The location, number, dimensions, color, material, and lighting of signs.		X		Signage locations provided.  Sign dimensions, color, material, and lighting not provided.
Sec. 602.1.Z – The location, intensity, height, and orientation of all lighting.	X			Provided on PP100
Sec. 602.1.AA – A summary of all necessary permits required for the development and their current status, including permits required by Genesee County, the State of Michigan, and other relevant agencies.	X			Contacts on cover sheet and narrative on C100
Sec. 602.1.BB – The Planning Commission and Zoning Administrator may request additional information necessary to evaluate the proposed development.			X	
Sec. 602.2 – In addition to the above information, the applicant shall submit a description of the of activities proposed. Such information shall include, but not be limited to:				
A. Estimated number of employees, customers, and visitors.		X		Employees provided on A100A  Customers and visitors not provided
B. Hours of operation.	X			Provided on A100A
C. Any changes expected in dust, odor, smoke, fumes, noise, lights, or similar potentially adverse conditions created by the proposed use.		X		Applicant to provide note on the plans.
D. Modifications to land changing vegetative cover, drainage patterns, earth work, or other potential hazards.	X			Changes to existing vegetative noted.  No earthwork of grade changes proposed on plans.
E. Any ancillary improvements proposed to remedy or prevent potential nuisances or conflicts with adjacent land uses.			X	
Sec 602.3 – The site plan informational requirements of this section may be waived at the discretion of decision-making body if the requirement would not be material to the proposed project.			X	

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**Vienna Charter Township**  
**SITE PLAN ZONING COMPLIANCE CHECKLIST**  
Christopher Enright, 628 E. Parent Ave, Suite 100, Royal Oak  
Randy Wise Auto Dealership  
Received Date: 3/4/2026  
Revised Drawing Date: N/A

<b>Permitted Uses (Article 3)</b>			
Proposed use:	Auto Dealership and General Automotive Repair	Zoning District: C-2 General Commercial	
Is the proposed use permitted in the district which it is located?	By Right	X (both)	By Special Land Use
<b>Dimensional Requirements (Section 305)</b>		<b>Ordinance Standards</b>	<b>Proposed Site Plan</b>
Minimum Lot Area (acres [sq. ft. if <1 acre])		10,000 sq ft	252,212.4 sq ft
Minimum Lot Width (ft.)		100 ft	310 ft
Minimum Setbacks - Front		40 ft	450 ft
- Side		20 feet each side if detached	East – Existing 6.4 ft Existing Nonconforming
- Side		20 feet each side if detached	<b>West – Existing to Parcel 1 lot line not provided</b> Existing Nonconforming West to Existing to Parcel 2 lot line – 49.5 ft
- Rear		40 ft	97.2 ft
Minimum Total Square Feet (sq. ft.)		2,000 sq ft	58,338 sq ft existing 59,400 sq ft proposed (to front of building only)
Maximum Building Height (ft. and stories)		70 ft / 5 stories	Highest point 25'8" / 1 story
<p>Are there any additional dimensional requirements per the zoning district?</p> <p><b>All related to general auto repair, outdoor sales lot and vehicle sales</b></p> <p>A. Ingress and egress points shall be located at least 60 feet from the right-of-way intersection of any two streets.  B. Only sales by the resident business occupying the site are permitted.  C. The outdoor sales/display area may not occupy a street right-of-way, parking, loading, driveway or landscape area, and shall not result in hazards for vehicles or pedestrians, and shall be shown on an approved site plan.  D. All outdoor lighting shall be</p>	<p>A. All activities shall be conducted within a completely enclosed building.</p>		<b>Applicant to provide note</b>
	<p>B. Outside storage of vehicles or parts must be completely screened from public streets or residential districts in accordance with ARTICLE 13 obscuring walls and landscaped berms.</p>		<b>Applicant to note not occurring or address as required</b>
	<p>C. No outside storage of discarded or salvaged materials, junk vehicles, or junk parts shall be permitted on the premises.</p>		<b>Applicant to provide note</b>
	<p>D. Main buildings shall have a minimum setback of 100 feet from an R, RMC or RM district unless the district is separated from the use by a major or secondary thoroughfare or collector street.</p>		<b>Existing building is 97.2 ft from adjacent residential parcel which is heavily wooded. A setback variance will be required.</b>

<p>shielded from projecting onto or into an adjoining residential district and shall not interfere with driver visibility on a public rightof-way.</p> <p>E. On all sides of the lot adjacent to a residential district, there shall be provided a buffer wall or fence, consistent with LANDSCAPING, SCREENING AND WALLS.</p> <p>F. There shall be no strings of flags, pennants or bare light bulbs permitted.</p> <p>G. No merchandise for sale shall be displayed within any required setback area.</p> <p>H. There shall be no broadcast of continuous music or announcements over any loudspeaker or public address system.</p> <p>I. Resident businesses may conduct outdoor sales of products not customarily sold by the business without prior site plan approval for the two weeks prior to and including the following holidays or events: Independence Day, Halloween, and Christmas.</p> <p>A. All activities shall be conducted within a completely enclosed building.</p> <p>B. Outside storage of vehicles or parts must be completely screened from public streets or residential districts in accordance with ARTICLE 13 obscuring walls and landscaped berms.</p> <p>C. No outside storage of discarded or salvaged materials, junk vehicles, or junk parts shall be permitted on the premises.</p> <p>D. Main buildings shall have a minimum setback of 100 feet from an R, RMC or RM district unless the district is separated from the use by a major or secondary thoroughfare or collector street.</p> <p>E. Must demonstrate measures taken to prevent contamination of soil and groundwater, and processes for appropriate storage and disposal of any hazardous materials</p>	<p>E. Must demonstrate measures taken to prevent contamination of soil and groundwater, and processes for appropriate storage and disposal of any hazardous materials.</p>	<p><b>Applicant to provide note on the site plan acknowledging compliance.</b></p>
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General Provisions (Article 5)	Does the Site Plan Meet the Requirements?			
	Yes	No	N/A	Comments
<b>Section 501 Building Regulations and Scope</b> – Do the proposed buildings or structures, or alterations thereof, comply with these standards?			X	
<b>Section 502 Accessory Buildings and Structures</b> – Do the proposed accessory buildings or structures comply with the standards of this section?			X	
<b>Section 503 Residential Occupancy</b> – Will any proposed temporary residential structures be used only for short-term occupancy?			X	
<b>Section 504 Access Management</b> – Does the proposed use comply with the access management standards set forth in this section?			X	Site has 1 existing access point and one shared with an adjacent parcel
<b>Section 505 Corner Clearance</b> – Do all proposed or existing fences, walls, shrubbery, signs, or similar obstructing structures within all intersection clear vision areas comply with this section?		?		<b>Provide illustrations of compliance on plans</b>
<b>Section 506 Entranceway Structures</b> – Do the proposed entranceway structures comply with this provision and Section 505, if applicable?			X	
<b>Section 507 Exterior Lighting</b> – Do the proposed lighting fixtures, including intensity, design, and placement on the photometric plan comply with these standards?		X		<b>Footcandles exceed ord. req. A. In any use district, light sources may not exceed 10 foot-candles. Lighting height appears to exceed 18 ft requirement. It appears to be 32.6' with receptacle. Flood light height not provided.</b> Footcandle at rear parcel line comply at 0.0. Wall mounted lights conform at 12 ft high.
<b>Section 508 Screening of Rooftop Equipment</b> – Do all proposed roof-mounted equipment comply with these standards?		?		Applicant to clarify is complaint
<b>Section 509 Waste Receptacles</b> – Is the space provided for one or more dumpsters compliant with these requirements, if applicable? If a residential use, does the accessory dumpster comply with this requirement?		?		Height of enclosure and materials are compliance <b>Enclosure appears to be within 20 ft of the rear property line shared with a residential zoned parcel.</b>

General Provisions (Article 5)	Does the Site Plan Meet the Requirements?			
	Yes	No	N/A	Comments
<b>Section 510 Natural Feature Setback</b> – Are all proposed structures and hardscapes set back at least 25 feet from watercourses, wetlands, ponds, lakes, or streams on or near the property? Are any features proposed within the setback temporary recreational uses or fences in accordance with this standard?			X	
<b>Section 511.1-4 Supplementary Environmental Regulations</b> – Do any of the proposed construction activities or installations trigger the state laws set forth in this section? If so, has the applicant submitted the permit applications and, if applicable, provided the Zoning Administrator with maps indicating these impacted areas?			X	
<b>Section 511.5 Supplementary Environmental Regulations</b> – Are any elements of the development within a FEMA-designated floodway, floodplain, or Special Flood Hazard Area? If so, do they comply with these requirements?			X	
<b>Section 512 Corner Lot Front Lot Line</b> – If the property is a corner lot, do all structures meet the front yard setback requirements for each side abutting a street?			X	
<b>Section 513 Zoning Lot</b> – If the subject property is on two contiguous parcels, are they under common ownership?	X			
<b>Section 516 Height Limitations</b> – Does the site and proposed or existing structures have any features or appurtenances that are exempt from the height limits of this Ordinance?	X			Provided on A201 Ranges from 19'10" to 25'8"
<b>Section 517 Lot Width and Ratio</b> – Does the property have a depth-width ratio less than 4:1?			X	Lot is existing
<b>Section 518 Lots Adjoining Alleys</b> – Are there any alleys or lanes adjacent to the property that are subject to this standard?			X	
<b>Section 519.1-4 Yard Regulations</b> – Are there any attached porches or decks, projections into yards, access drives, walks, or terraces that are exempted from the applicable standards as set forth in this standard?			X	
<b>Section 519.5 Yard Regulations</b> – If applicable, does the water-fronting yard of the property comply with this standard?	X			Access drive for access to rear of building compliant
<b>Section 520 Required Water Supply and Sanitary Sewerage Facilities</b> – Does the site have access to potable water supply and sewerage facilities?	X			Existing water and sewer provided Sheet 1 of 1
<b>Section 521 Pathways and Sidewalks</b> – Do the proposed pathways or sidewalks comply with this standard?	X			Sidewalk along ROW is existing and not proposed to change. Appears to be in good repair – township staff can confirm
<b>Section 522 Road Frontage Requirements</b> – Does the property front a public or private road with the requisite frontage length for its zoning district?	X			Provided
<b>Section 523 Private Roads</b> – Do the proposed private roads comply with these standards?			X	

Parking and Loading Requirements (Article 4)		
Use: Automobile Parts and Accessory Sales and General Automotive Repair		
Use Requirements	Ordinance Standard	Proposed Site Plan
Parking Spaces (Section 309)	<p>Vehicle sales = One (1) space per 100 sq. ft. of gross floor area of sales room plus 1 for each auto service stall in service areas, plus 1 per employee on the largest working shift.</p> <p>Sales area – 7,000/100 = 70 spaces</p> <p>Auto Repair = One (1) space per 300 sq. ft. of sales area, <del>plus 1 space per employee on the largest shift, plus 1 space per service bay.</del></p> <p>Max Shift 55 = 55 spaces</p> <p>Service bays 28 = 28 spaces (less 4 required per service bay) Required = 149 spaces</p>	<p>Clarify Project Information Sheet A100A – <del>employee/maximum shift states 51 and 55 within the table.</del> Review included as 55</p> <p>Proposing 113 spaces for inventory/sales</p> <p>Proposing 149 spaces for use/employees</p> <p>262 spaces for uses</p> <p>TOTAL 262 parking spaces</p>
Barrier Free Space (ADA Standards)		
Loading Space (Section 403)	<p>5,001-60,000 sq ft = 1 space, plus 1 space per each 20,000 square feet GFA or fraction thereof</p> <p>59,400 sq ft /20,000 = 2.97 2.97+1 = 3.97 spaces</p>	<p>3 loading spaces provided 4 loading spaces are required</p>

Parking and Loading Requirements (Section 401)	Does the Site Plan Meet the Requirements?			
	Yes	No	N/A	Comments
<b>Section 401.A-J, L-M, P Location and Number of Spaces</b> – Do the proposed parking spaces meet the minimum number, location, and access requirements set forth in this Section?	X			
<b>Section 401.K Planning Commission Reduction in Parking Requirements</b> – Does the applicant provide evidence that parking demand will be satisfied if the number of spaces is reduced by the requested percentage?			X	

Parking and Loading Requirements (Section 401)	Does the Site Plan Meet the Requirements?			
	Yes	No	N/A	Comments
<b>Section 401.N Limits on Excessive Parking</b> – Does the site require an exemption for providing parking more than 50 percent over the minimum for the development?	X			No, 149 minimum required, 262 provided.
<b>Section 401.O Parking Deferment</b> – Does the minimum number of spaces appear to be excessive for what would satisfy demand for the land use?			X	
<b>Section 402 Parking Space Layout</b> – Do the proposed parking spaces comply with the following requirements or meet the following exceptions?	-	-	-	-
<b>1. Residential Exception</b> – Are the parking spaces exempt from Section 402 as part of a single- or two-family residential land use?			X	
<b>3. Ingress and Egress</b> – Do the ingress and egress points for the parking areas meet these requirements?	X			Access points are existing
<b>4. Layout Standards</b> – Do parking spaces and maneuvering lanes meet these requirements?	X			Spaces are 9' x 20' complaint Drive aisles are 20'-30' wide complaint  Parking lot is existing however the applicant should show snow storage area.
<b>5. Exterior Lighting</b> – Does the exterior lighting for the parking areas meet the standards of Section 507?		X		<b>Footcandles exceed ord. req. A. In any use district, light sources may not exceed 10 foot-candles. Lighting height appears to exceed 18 ft requirement. It appears to be 32.6' with receptacle.</b>  <b>Flood light height not provided.</b> Footcandle at rear parcel line comply at 0.0. Wall mounted lights conform at 12 ft high.
<b>6. Construction, Maintenance, Screening, and Landscaping</b> – Does the design of the parking area and its landscaping meet the requirements of this section and of Section 1302?			?	<b>Cross section of pavement is not provided.</b>  Landscaping areas within parking lot?  Site storm water management is existing.

Parking and Loading Requirements (Section 401)	Does the Site Plan Meet the Requirements?			
	Yes	No	N/A	Comments
<b>Section 403 Off-Street Loading and Unloading</b> – Do the proposed loading and unloading spaces meet the following requirements?	-	-	-	-
<b>1. Number of Spaces</b> – Does the site have the required minimum number of loading spaces?		X		One additional loading space is required.
<b>2. Screening</b> – Do the loading spaces visible from residential properties or nearby rights-of-way have a screening wall or privacy fence at least six (6) feet in height?	?			Wooded area acts as screening currently.
<b>3. Access</b> – Do the loading and unloading areas provide trucks sufficient access as to not have to back from or onto a public street?	X			

Landscaping, Screening, and Walls (Article 13)	Does the Site Plan Meet the Requirements?			
	Yes	No	N/A	Comments
<b>Section 1300.3.A.1-3 General Landscaping</b> – Do the planting patterns and species variation comply with these standards?		X		<b>Number of plantings does not comply</b>
<b>Section 1300.3.A.4 General Landscaping</b> – Are there any factors on-site that may qualify the proposed landscaping for a waiver or reduction in the requirements? Alternatively, are there any factors that would require additional landscaping beyond the minimum requirements?		X		
<b>Section 1300.3.B Greenbelt Buffer</b> – Do the proposed greenbelts comply with these standards?		X		(3) A minimum of one (1) deciduous tree or evergreen tree shall be planted for each 30 linear feet or portion thereof of required greenbelt length. Required trees may be planted at uniform intervals, at random, or in groupings. (4) Two (2) 18-inch-high shrubs shall be required for each 15 linear feet of greenbelt area. Required shrubs may be planted at uniform intervals, at random or in groupings.  <b>Green belt does not comply – see below chart</b>  <b>Correct plans that note “Village” requirements that are not correct.</b>
<b>Section 1300.3.D Landscape Berms</b> – Do the proposed berms comply with these standards?			X	

Landscaping, Screening, and Walls (Article 13)	Does the Site Plan Meet the Requirements?			
	Yes	No	N/A	Comments
<b>Section 1300.3.E Evergreen Screening</b> – Do the proposed evergreen screening trees comply with these requirements to form a visual barrier to grow at least five (5) feet above ground level?			X	
<b>Section 1300.3.F Mechanical Equipment</b> – Are the proposed mechanical equipment areas designed, located, and screened in accordance with these standards?		?		Applicant to address
<b>Section 1300.3.H Landscaping Rights-of-Way and Other Adjacent Public Open-Space Areas</b> – Are the rights-of-way and public open-space areas adjacent to the required landscaped areas planted with grass or similar suitable ground cover?		?		Applicant to note is area will be grass
<b>Section 1300.3.I Regulations Pertaining to Landscaping Areas Used for Sight Distance</b> – Does all vegetation planted within the sight distance corners at intersections comply with these requirements?		X		Applicant to address on plans
<b>Section 1301.1 Plant Material Spacing</b> – Do the proposed plant materials comply with the maximum spacing and staggering requirements of this Section?	X			Plans to be updated with greenbelt plantings
<b>Section 1301.2 Suggested Plant Materials</b> – Do any of the proposed plant materials, if they include species in this table, comply with the standards therein?	X			
<b>Section 1302 Parking Lot Landscaping</b> – Does the proposed parking lot landscaping comply with these standards?		X		Does not comply with requirements – see below chart
<b>Section 1303 Screening Walls</b> – Do the screening walls or fence comply with these standards for the adjacent land uses and zoning districts?			X	
<b>Section 1304 Compliance for Nonconforming Sites</b> – Does the proposed screening and landscaping bring the site into conformity, if current landscaping and screening is nonconforming?		X		Existing sites that do not comply with the standards of this Article shall be required to come into full compliance whenever site plan review is required for a project
<b>Section 1305 Fences</b> – Do the proposed fences comply with the following standards?			X	
<b>3. Design Requirements</b> – Are the fences designed to with an appearance and height that comply with the applicable standards for the district or use?			X	
<b>4. Material Specifications</b> – Are the fences built of materials that comply with this standard, and do not consist of barbed wire, sharp objects, or electrical current, except where barbed wire is permitted?			X	
<b>5. Location</b> – Does the location of all fences on the site comply with these standards?			X	

Landscaping Requirements (Article 13)		
Use: Auto sale and repair		
Use Requirements	Ordinance Standard	Proposed Site Plan

Landscaping Requirements (Article 13)		
Use: Auto sale and repair		
Use Requirements	Ordinance Standard	Proposed Site Plan
Greenbelt (Sec. 1300.3.B)	<p>(3) A minimum of one (1) deciduous tree or evergreen tree shall be planted for each 30 linear feet or portion thereof of required greenbelt length. Required trees may be planted at uniform intervals, at random, or in groupings.</p> <p>(4) Two (2) 18-inch-high shrubs shall be required for each 15 linear feet of greenbelt area. Required shrubs may be planted at uniform intervals, at random or in groupings.</p>	<p><b>310/ 30 = 10.3 (round up per ordinance)</b>  <b>11 trees are required</b></p> <p><b>310/15 = 20.66*2 = 41.32</b>  <b>42 shrubs are required</b></p>
Landscape Berms (Sec 1300.3.D)	N/A	N/A
Parking Lot (Sec 1302)	<p>1. For every 20 parking spaces, an area shall be used for interior landscaping. Whenever possible, parking lot landscaping shall be arranged to improve the safety of pedestrian and vehicular traffic, guide traffic movement, and improve the appearance of the parking area, through the even distribution of the landscape effort across the total off-street parking area, rather than to concentrate all effort in one location.</p> <p>2. Parking lot landscaping shall not be less than 150 square feet in any single island area. Not more than two (2) landscaped units of 150 square feet may be combined in plans designed to meet the minimum requirements. A minimum of one (1) deciduous tree shall be planted in each landscaped area.</p>	<p><b>262/20=13.1 round up to 14 interior planting areas</b></p> <p><b>9 provided</b></p> <p>Islands are 9'x40' = 360 sq ft</p>

Nonconforming Uses, Structures, and Lots (Article 10)	Does the Site Plan Meet the Requirements?			
	Yes	No	N/A	Comments
<b>Section 1002 Nonconforming Lots</b> – If the subject property is an existing nonconforming lot, do the proposed structures and uses meet the other dimensional standards for the use and zoning district?			X	

Nonconforming Uses, Structures, and Lots (Article 10)	Does the Site Plan Meet the Requirements?			
	Yes	No	N/A	Comments
<b>Section 1003 Nonconforming Uses of Land</b> – If the development is an alteration to an existing nonconforming land use, does it comply with this standard as to not enlarge or increase, or extend to occupy a greater area of land?			X	
<b>Section 1004 Nonconforming Structures</b> – Do all proposed changes to existing nonconforming structures on the property not comply with the requirement to not increase the existing nonconformity or nonconformities?	X			The nonconforming side yard setback are not be affected by the proposed addition to the front of the building
<b>Section 1005 Nonconforming Uses of Structures and Land</b> – Does the nonconforming land use within the nonconforming structure or structures comply with these requirements?			X	

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