

**ARTICLE 23**  
**SITE PLAN REVIEW AND IMPACT ASSESSMENT**

**SECTION 23.00 INTENT**

- A. Intent.** The site plan review procedures detailed herein are incorporated into the zoning process to ensure that the Township is afforded an opportunity to review and evaluate proposed uses of sites with regard to such considerations as drainage capacity and design, pedestrian and vehicular circulation, parking, structural relationships, provision of public utilities, landscaping, accessibility and other site design elements that may have an adverse impact upon the public health, safety and general welfare if improperly or inadequately addressed.
- B. Impact Assessment.** An Impact Assessment (IA) (See Section 23.04) is required to be submitted with each request for rezoning a parcel of land and for all proposed uses that require site plan review. Additionally, a traffic impact assessment (See Section 23.05) is required for proposed projects meeting either the peak hour or daily traffic generation rates in Table 23.1. Information provided in the traffic impact study must meet the standards corresponding to the various magnitudes of traffic generation rates identified in the table.
- C. Rezoning Impacts.** The IA is a document designed to specifically address the impacts of a proposed rezoning, land use, or development on the natural features, economic conditions, and social environment of the township. The IA shall fully explain a developer's choice of alternatives in site plan design as well as provide an assessment of the proposal's effect on public costs and services and on existing and planned uses in the vicinity of the site.
- D. Waiver.** The IA may be waived at the discretion of the Planning Commission if it determined that there is not a significant potential impact expected on surrounding properties as a result of the proposed development, as determined in Section 23.04.

**SECTION 23.01 DEVELOPMENTS AND USES REQUIRING SITE PLAN REVIEW**

- A. Special Land Uses.** All special land uses. See also Article 22.
- B. Multiple Dwellings.** A building containing three (3) or more dwelling units. For single-family or two-family units, a plot plan may be required. See also Section 21.25.
- C. Manufactured Home Park.** A manufactured home park is required to meet the provisions of Article 10.

- D. **Private Road Land Development.** A private road land development is subject to Article 24.
- E. **Nonresidential Structures.** Any permitted nonresidential building or structure and/or additions thereto, permitted in any single-family residential district, excluding farm buildings.
- F. **Essential Services.** Buildings and structures for essential services. See also Section 21.46.
- G. **Off-Street Parking.** Any use that, under the terms of this Ordinance, requires an off-street parking lot or addition thereto containing five (5) or more parking spaces when not a part of a development or use for which site plan review and approval is required elsewhere in this Section. See also Article 25.00.
- H. **Dog Kennels.** Dog kennels. Site plan review requirements may be reduced by the Planning Commission. See also Section 23.05.G.
- I. **Commercial Transmitting and Receiving Towers.** See also Section 21.32.
- J. **Home Occupations.** Home occupations are subject to only the following paragraphs in Section 23.02: A, B, C, D, E, H, I and M. An Impact Assessment is not required for home occupations. See also Section 21.14.
- K. **Condominium Projects.** All condominium projects. See Sections 21.43.
- L. **Development, Use Changes, Conversions or Remodeling.** Any use, land development, land use changes, conversions, and remodeling activities in the following districts:
  - 1. RM-1 Multiple Family District
  - 2. PUD Planned Unit Development
  - 3. B-1 Local Business District
  - 4. B-2 Community Business District
  - 5. ES Expressway Service District
  - 6. OS Office Service District
  - 7. M-1 Light Industrial District
  - 8. M-2 Heavy Industrial District
  - 9. ROM Research Office Manufacturing District
  - 10. EI Extractive Industrial District
  - 11. PCS Planned Commercial Services District
  - 12. PIRO Planned Industrial Research Office District
  - 13. PCI Planned Commercial Industrial District

**SECTION 23.02 SITE PLAN INFORMATION**

The Planning Commission may waive any site plan requirements they consider to be clearly unnecessary for substantial review and shall state the reasons for waiving such requirements in writing. A public hearing is required in the following instances: planned unit development (Section 11.11), special land uses (Section 22.03), private roads (Section 24.02), shared driveway/access easements (Section 24.05), variances (Section 28.02) and rezoning (Section 29.02). Condominium projects shall also meet the provisions contained in Section 21.43. The site plan is to contain the following information:

- A. Date, North Arrow and Scale.** The scale shall be not less than one inch equals twenty feet (1" = 20') for property under three (3) acres, and at least one inch equals one hundred feet (1" = 100') for sites three (3) acres or more. For sites greater than three (3) acres, site plan details at a scale of not less than one inch equals twenty feet (1" = 20') may be required.
- B. Statistical Data.** Statistical data shall include the type of development, the number of structures, the number of subunits per structure, the size of each unit, the total area involved, the percent of area being developed, the percent of area used for structures, the percent of area to be paved with an impervious surface, and the percent of area left undeveloped. The statistical data shall also include the name and number of the public school district serving the site.
- C. Location and Height of Existing and Proposed Structures.** The location and height of all existing and proposed structures on the property being developed and within five hundred (500) feet of the property boundary lines shall be shown. In the cases where protective screening is required, the initial and long term effect of the screening with reference to the adjoining use shall be identified. If there are no adjoining residential structures, this requirement may be waived.
- D. Property Lines.** All lot and/or property lines are to be shown and dimensioned, including building setback lines.
- E. Location and Dimensions, Existing and Proposed Drives, Exterior Lighting, Sidewalks, Etc.** The location and dimensions of all existing and proposed drives, sidewalks, curb openings, signs, exterior lighting, curbing, parking areas (show dimensions of a typical parking space and handicapped parking space), unloading areas and open space recreation areas.
- F. Vehicular Traffic and Pedestrian Circulation.** Vehicular and pedestrian circulation features within and adjacent to the development site shall be shown.

- G. Location of Proposed Landscaping.** The location of all proposed landscaping, greenbelts, separation berm, fences and walls shall be shown. It shall also show any topographical alterations or changes in natural terrain including drainage patterns. See also Section 21A.
- H. Size and Location of Existing and Proposed Utilities.** Size and location of existing and proposed utilities and easements, including proposed connections to public sanitary sewer or water supply system, storm sewer, electric, gas, and telephone service lines and facilities. If an on-site system for wastewater treatment is proposed, the size and location of drain fields and reserve fields shall be noted.
- I. Location Map.** A location map indicating the relationship of the site to the surrounding land uses including respective zoning of the abutting properties whether separated by roadways or not.
- J. Data on Abutting Roads, Alleys, Etc.** The location and pavement width and right-of-way width of all abutting roads, streets, alleys or easements. See also Section 21.09.
- K. Drainage Facilities.** The location and size of all existing and proposed surface water drainage features and changes that might affect drains or drainage shall be shown. The data shall include the percent coverage of impervious surfaces and the means to control storm water flow including computations of the volume and rate of storm water flow and the basis for establishing such rates and volumes (e.g. assumptions regarding storm event data).
- L. Soil Erosion and Sedimentation Control Measures.** The location of all proposed soil erosion and sedimentation control measures shall be shown on the plan, along with a detail of the proposed method(s) of control.
- M. Contour Intervals.** Topographic contours shall be shown at not more than two (2) foot intervals, referenced to U.S.G.S. datum including the U.S.G.S. benchmark.
- N. Wetland Determination.** If wetland conditions are known or suspected to exist on the site, a determination of the condition and regulatory status of such wetlands shall be provided.
- O. Project Detail and Specific Use.** The detail of the specific uses of the project under consideration for a special use permit must be included and may become part of the permit. Alterations of the plans and concepts made after approval by the Township Board will constitute a change in the project and may require a complete renewal of the site plan process.

- P. Undisturbed Areas.** Areas to be left undisturbed during construction shall be so indicated on the site plan and shall be so identified on the ground so as to be obvious to construction personnel. Any proposed or previous recorded open space must be located and dimensioned on the plan.
- Q. Trash Receptacle.** The location and screening of any trash receptacles as required by this ordinance.
- R. Licensed Designer Required.** Drawings, calculations, estimates, plans, and other information required on a site plan shall be physically or electronically signed and sealed by a professional licensed by the State of Michigan who is qualified to certify the information in accordance with Michigan P.A. 178 of 2013, as amended. Professionals licensed by the State of Michigan include Architects, Landscape Architects, Professional Engineers, and Professional Surveyors. The Planning Commission may require the physical or electronic seal and signature of a specific profession based on the nature and context of the design.

### **SECTION 23.03            STANDARDS FOR SITE PLAN REVIEW**

In reviewing the site plan, the Planning Commission and Township Board, or their professional consultants, shall determine that the following standards are observed:

- A. Required Information.** That all required information has been provided.
- B. Zoning District Conformity.** That the proposed development conforms to all regulations of the zoning district in which it is located.
- C. Legal Applicant.** That the applicant may legally apply for site plan review, including authorization from the owner.
- D. Infrastructure.** That the plan meets the specifications of Tyrone Township for fire and police protection, water supply, sewage disposal or treatment, storm drainage, and other public facilities and services, and has been approved by the Township's designated Fire Marshal and/or professional consultants where appropriate.
- E. Suitable Soils.** That soils not suited to development will be protected or altered in an acceptable manner.
- F. Soil Erosion.** That the proposed development will not cause soil erosion or sedimentation problems.

- G. Floodplains.** That the proposed development properly respects floodways and/or floodplains on or in the vicinity of the subject property.
- H. Drainage.** That the drainage plan for the proposed development is adequate to handle anticipated storm water runoff and will not cause runoff onto neighboring property or overloading of water courses in the area.
- I. Coordinated Improvements.** That the proposed development is coordinated with improvements serving the subject property and with the other development in the general vicinity.
- J. Site Lighting.** That outside lighting will not adversely affect adjacent or neighboring properties or traffic on adjacent streets (see Section 21.37) and that adequate lighting will be provided as determined appropriate by the Planning Commission upon the advice of the Township expert to protect the public health, safety and welfare.
- K. Garbage and Refuse.** That outdoor storage of garbage and refuse is contained, screened from view, and located so as not to be a nuisance to the subject property or neighboring properties.
- L. Grading or Filling.** That grading or filling will not destroy the character of the property or the surrounding area and will not adversely affect the adjacent or neighboring properties.
- M. Traffic.** That vehicular and pedestrian traffic within the site as well as to and from the site is both convenient and safe and includes berms, barriers, and sidewalks necessary to protect adjacent property from vehicle lights.
- N. Parking.** That parking layout will not adversely affect the flow of traffic within the site or to and from the adjacent streets and adjacent properties.
- O. Governmental Agencies.** That the plan meets the standards of other government agencies, where applicable, and that the approval of these agencies has been obtained or is assured.
- P. Public Streets.** That the plan provides for the proper expansion of existing public streets serving the site, where applicable.
- Q. Phased Development.** That all phased developments are ordered in a logical sequence so that any individual phase will not depend in any way upon a subsequent phase for adequate access, public utility services, drainage or erosion control.

- R. Landscaping.** The Planning Commission and/or Township Board may further require landscaping, fences and walls in pursuance of these objectives and shall be provided and maintained in accord with any use to which they are appurtenant.
- S. Screening.** The Planning Commission shall have some latitude in specifying the walls, fences, greenbelts as they apply to a phased development if the particular phase of development and construction work is far enough removed from adjacent properties to afford the screening, etc., as otherwise required.
- T. Sound Planning.** The proposed site plan must be in accord with the spirit and purpose of this ordinance and not be inconsistent with or contrary to the objectives sought to be accomplished by this ordinance and principles of sound planning.
- U. Developmental Impacts.** Plans shall provide sufficient information, text, detail and/or other assurances necessary to satisfy the Planning Commission and Township Board that areas required to be protected from the impacts of the development (such as topsoil, trees, and other natural features) have been properly designated on the plans, and that these areas have been properly protected, in accordance with Section 21.A.8 before commencement of any building, operations, or development.
- V. Natural Watercourses.** The development will not substantially reduce the natural retention storage capacity of any watercourse, thereby increasing the magnitude and volume of flood at other locations.
- W. Conditions for Excavation.** The soil and subsoil conditions are suitable for excavation and site preparation and the drainage is designed to prevent erosion and environmentally deleterious surface runoff.
- X. Natural Features.** The development will not detrimentally affect or destroy natural features such as ponds, streams, wetland, hillsides or wooded areas, but will preserve and incorporate such features into the development's site design.
- Y. Site Topography.** The location of natural features and the characteristics of site topography have been considered in the designing and siting of all physical improvements.
- Z. Current Standards.** That if the site has existing improvements, all site conditions have been brought up to the current standards of this ordinance.

**SECTION 23.04            REQUIREMENTS FOR IMPACT ASSESSMENT**

For land uses considered to have a significant potential impact on the environment, traffic, infrastructure, demands for public services and/or significant impacts on surrounding properties due to scale, the applicant shall be required to provide an impact assessment during the initial submittal for either a rezoning or site plan approval. Additionally, a traffic impact study shall be required for projects that equal or exceed peak hour or average daily traffic generation levels in Table 23.1 of this Section.

The applicant may request a meeting with township staff, consultants and key agency staff prior to developing the Impact Study. The Township reserves the right to hire experienced professionals to evaluate the Impact Study and, if necessary, prepare additional analyses, with the cost borne by the applicant.

The minimum contents of this impact assessment shall be:

- A.        Qualifications of Preparer.** Name(s) and address(es) of person(s) or firm(s) responsible for preparation of the impact assessment and a brief statement of their qualifications.
  
- B.        Site Description.** An area plan and aerial photograph illustrating the entire site and nearby properties within at least one (1) mile of the site. The submitted plans should be at a scale of not less than one (1) inch equals 100 feet. At least one (1) copy submitted shall be at display size (minimum 24 inches by 36 inches) and all other required copies shall be no less than 11 inches by 17 inches.
  
- C.        Overall Site Conditions.** Narrative and illustration describing adjacent uses, zoning, public roadways, utilities, significant woodlands, soil types, one-hundred (100) year flood plains, drainage ways and general topography. The area described shall be within one-quarter mile for sites up to one hundred (100) acres, and within one (1) mile radius for larger sites. Aerial photographs are required to assist in describing the general vicinity. The scale shall not be less than one (1) inch equals 100 feet. At least one copy submitted shall be at display size (minimum 24 inches by 36 inches) and all other required copies shall be no less than 11 inches by 17 inches.
  
- D.        Wetlands.** Documentation by a qualified wetland specialist shall be required wherever the township determines there is a potential state or federally regulated wetland which may be impacted by the proposed project.
  
- E.        Conceptual Site Plan.** Illustration of the very general layout of proposed uses upon which preliminary impact analysis is based, and any proposed phasing. For Planned Unit Developments, the required PUD concept plan shall meet this requirement.



- F. Land Use Impacts.** Description of the types of proposed uses and other man made facilities, including any project phasing, and an indication of how the proposed use(s) conforms or conflicts with existing and Master Planned development patterns. A description shall be provided of any increases in light, noise or air pollution which could negatively impact adjacent properties, particularly associated with smoke or truck routing.
- G. Environmental Impact.** Description of any general impacts expected to wildlife areas, lakes, streams, ponds and regulated wetlands. Conceptual mitigation or replacement measures under consideration shall be described. The study shall also describe general measures to control soil erosion and sedimentation during and after construction.
- H. Impact on Public Facilities and Services.** Describe the number of expected employees, visitors or residents and the anticipated impact on police and fire protection. In particular, describe the relationship of the use to municipal fire stations and the need for any new facilities or equipment. Letters from the appropriate agencies should be provided.
- I. Utility Impacts.** Describe proposed water and sanitary sewer facilities, including any improvements or off-site extensions needed to serve the long range development on the site. For sites served with sanitary sewer and public water, general calculations for water flows and water demands shall be provided in comparison with sewer line capacity.
- J. Drainage.** Describe conceptual plans to control drainage and any significant changes from existing drainage patterns. If wetlands are to be used as storm water basins, methods to control contaminants and filter runoff shall be identified. Correspondence from the Livingston County Drain Commissioner shall be attached indicating their concerns and suggestions.
- K. Storage and Handling of Waste and Hazardous Materials.** Methods of on and off-site disposal of solid waste shall be identified. The information shall describe the type of hazardous substances expected to be used, sorted or disposed of on the site; general location within the site; and method of containment and details of the containment system. Documentation of compliance with federal and state requirements, and a Pollution Incident Prevention Plan (PIPP) shall be submitted, as appropriate.
- L. Traffic Impacts.** For uses exceeding the thresholds indicated in the Table 23.1, a traffic impact study in accordance with Section 23.05 shall be included in the Impact Assessment.

**SECTION 23.05      TRAFFIC IMPACT STUDIES**

- A. Intent.** Tyrone Township officials recognize that land use decisions can have a significant impact on traffic operations and safety. Therefore, the township requires traffic impact studies in certain cases to identify the anticipated traffic impacts to assist in decision making. An intent of this Section is to provide specific direction for the preparation of traffic impact studies where such studies are required by this Ordinance. The requirements of this Section are also intended to help Township officials determine the appropriateness of certain uses at proposed locations in terms of traffic impacts, and the adequacy of the proposed access design.
- B. Submittal Procedures.** The traffic impact study shall be submitted with the site plan or other submittal material. The applicant may discuss or meet with the Planning Commission Subcommittee to determine if a study is needed, what type of study is needed, and specific items to be addressed. The Township shall submit a copy of the traffic impact study to the road agency (Livingston County Road Commission or Michigan Department of Transportation) to give them the opportunity to provide input prior to the township taking action on the request.
- C. Qualifications of Preparer.** The person responsible for the preparation of the study shall have a degree or specific professional training in the preparation of traffic impact studies. The preparer shall have at least three (3) years of recent experience in the preparation of traffic impact studies, provide evidence of ongoing experience and familiarity with the Highway Capacity Manual and other traffic operation evaluation techniques, be an associate (or higher) member of one or more professional transportation-related organizations, and be either a licensed engineer (PE) or a planner with AICP or PCP certification. Any study involving roadway or traffic signal design work shall be prepared by, or under the supervision of, a licensed engineer (PE) with specific training in traffic engineering.
- D. Traffic Impact Study Contents.** The extent of information to be provided depends upon the expected trip generation of the proposed project. The information provided in the traffic impact study shall be in accordance with the table at the end of this Section and the items below.
- 1. Description of the site, surroundings, and study area.** Illustrations and a narrative should describe the characteristics of the site and adjacent roadway system (functional classification, lanes, speed limits, etc.). This description should include surrounding land uses, expected development in the vicinity which could influence future traffic conditions, special site features and a description of any committed roadway improvements. The study should define and justify the study area selected for analysis. Any previous traffic studies of the area should be referenced.

2. **Description of the requested zoning or use.** When the request is for a rezoning, the study shall describe potential permitted uses within the requested zoning district. When the request is for a specific use, factors which relate to traffic generation should be provided such as the number and types of dwellings units, the gross and usable floor area, the number of employees, and shift change factors. Intended phasing or future expansion should also be noted.
3. **Peak Hour Traffic Description.** Description of existing peak-hour traffic volumes (and daily volumes if applicable) at intersections and on street(s) adjacent to the site. Existing level of service analysis shall be provided for intersections in the vicinity which are expected to experience an increase in traffic of at least five percent (5%) due to the proposed project. Existing traffic counts shall not be over two (2) years old from the date of report submittal.
4. **Access.** Roadway characteristics shall be described and illustrated, as appropriate. Features to be addressed include existing right-of-way, lane configurations, geometrics, signal timing, traffic control devices, posted speed limits, average running speeds, sight distance information, existing driveways and potential turning movement conflicts in the vicinity of the site.
5. **Forecasted Traffic Volumes.** Projects that will be completed and occupied within one year of a traffic impact statement submittal must analyze background traffic (i.e. the expected increase in traffic volumes related to approved projects and historic annual percentage increases). For a Regional Traffic Analysis, the Livingston County Planning Commission's long range traffic projections may be used.
6. **Forecasted Trip Generation.** Forecasted trip generation of the proposed use for the a.m. peak hour (if applicable), the p.m. peak hour and an average weekday. A weekend forecast may also be required for certain commercial uses. The forecasts shall be based on one standard deviation above the average rate outlined in the most recent edition of Trip Generation published by the Institute of Transportation Engineers (ITE). The applicant may use other commonly accepted sources of data or supplement the standard data with data from at least three (3) similar projects in southeast Michigan. For rezoning requests, the study should contrast the traffic impacts of typical uses permitted in the requested zoning district with uses permitted in the current zoning district. The determination of typical uses shall be made by the Building Department. Any trip reduction for pass-by trips, transit, ride sharing, other modes, internal capture rates, etc., shall be based both on ITE findings and documented survey results acceptable to the agency reviewers. The community may accept in whole or in part the trip reduction rates used. For projects intended to be developed in phases, the trip generation by phase shall be described.

- 7. Street Network Projections.** The projected traffic generated shall be distributed (in-bound vs. out-bound, left turn vs. right turn) onto the existing street network to project turning movements at site access points, and nearby intersections where required. Projected peak hour turning movement volumes shall be illustrated in the report. A description of the application of standard engineering procedures for determining the distribution should also be attached (trip distribution model, market studies, counts at existing driveways, Livingston County Planning Commission traffic model, and similar information).
  - 8. Capacity Analysis.** Level of service or "capacity" analysis at the proposed access points shall be completed using the procedures outlined in the most recent edition of the Highway Capacity Manual published by the Transportation Research Board. For projects requiring a Traffic Impact Statement or Regional Traffic Analysis, before and after capacity analyses shall also be performed for all street intersections where the expected traffic generated by the proposed project will comprise at least five percent (5%) of the existing intersection capacity, and/or for roadway sections and intersections experiencing congestion or a relatively high crash rate, as determined by the community or applicable road agency. The township may require gap studies for unsignalized intersections where applicable.
  - 9. Map and Description.** The report shall include a map and description of the location and design of the proposed access (driveways or new street intersections).
  - 10. Mitigation.** Mitigation/Alternatives: The study shall outline mitigation measures and demonstrate any changes to the level of service achieved by these measures. Any alternatives or suggested phasing of improvements should be described. The mitigation measures may include items such as roadway widening, need for bypass lanes or deceleration tapers/lanes, changes to signalization, use of access management techniques or a reduction in the proposed intensity of use. Documentation shall be provided from the applicable road agency regarding the proposed mitigation measures. The responsibility and timing of roadway improvements shall be described. Proposal improvements requiring road agency approval (new signals, roadway improvements, etc.) require a submittal of correspondence from the agency outlining their agreement.
- E. Modification of Study Requirements.** The requirement for a traffic impact study, or the study elements listed in item 5 above, may be modified by the Planning Commission. Reasons for the modification shall be documented, and may include the following factors:

1. **Scheduled Improvements.** Roadway improvements are already scheduled which are expected to mitigate any impacts associated with the proposed project.
2. **Development Impact.** The existing level of service is not expected to be significantly impacted by the proposed project due to specific conditions at this location.
3. **Previous Study.** A similar traffic study was previously prepared for the site and is still considered applicable.

**Table 23.1  
Requirements for Various Types of Traffic Impact Studies**

TASK	TRIP THRESHOLD <sup>1</sup>			
	<b>Rezoning or Master Plan Amendment:</b> <i>Contrast general impacts of various uses</i>	<b>Traffic Impact Assessment:</b> <i>Less elaborate study for smaller projects</i>	<b>Traffic Impact Statement:</b> <i>The traditional study</i>	<b>Regional Traffic Analysis:</b> <i>A more comprehensive evaluation of long term impacts</i>
		50-99 Peak Hour, Peak Direction or 500-749 Daily	100 Peak Hour, Peak Direction or 750+ daily	500 + Peak Hour, Peak Direction
<b>Pre-Application Meeting or Discussion</b>	✓	✓	✓	✓
<b>Study Area</b>	Depends on size of site and proposed zoning	Typically just site access points and intersections adjacent to the site	Site access points and nearby intersections	Usually a large area encompassing many streets, alternate routes and future roads
<b>Impact Analysis</b>				
Existing site conditions (LOS) <sup>2</sup>	◆	✓	✓	✓
Sight distance evaluation	✓	✓	✓	✓
Opposing driveway locations		✓	✓	✓

TASK	TRIP THRESHOLD <sup>1</sup>			
		Only if adjacent	Selected nearby intersections	Usually several intersections
Existing conditions at intersections	◆			
Estimate trip generation for use	Contrast typical permitted uses with those permitted in the requested zoning district	Peak hour and daily impacts for the specific use	Peak hour and daily impacts for the specific use(s). May be in phases	Peak hr/daily impacts for each phase
Trip distribution analysis	◆	✓	✓	✓
Add in expected growth in traffic by the time the use is occupied (background traffic)	◆		✓	Conditions 5 to 20 years in future
Analyze future conditions at nearby intersections	◆	Only if adjacent	✓	✓
Mitigation identification and evaluation	◆	✓	✓	✓
<b>Site Issues</b>				
Evaluate number, location and spacing of access points	◆	✓	✓	✓
Evaluate access design, driveway queuing, etc.		✓	✓	✓
Evaluate site circulation		◆	◆	✓
<b>Other Analysis</b>				
Accident history			◆	◆
Gap analysis for unsignalized locations			◆	◆
TSM/TDM mitigation measures <sup>3</sup>			◆	✓

TASK	TRIP THRESHOLD <sup>1</sup>			
Evaluate long-range traffic impacts on transportation network model <sup>4</sup>	◆		◆	✓
<b>Key:</b> ✓ = Required ◆ = Case-by-case basis				

Notes:

1. Based on Trip Generation Rates.
2. LOS = Level of Service as determined by techniques outlined in the Highway Capacity Manual.
3. TSM/TDM - Transportation System Management/Transportation Demand Management measures include programs for car- or van-pooling, off-peak shifts, new signal timing technology, etc.). Public transit use can be considered, with transit agency participation.
4. The Livingston County Planning Commission maintains a computer traffic simulation model which may be available to help evaluate long term traffic patterns.

**SECTION 23.06 COPIES OF SITE PLAN AND IMPACT ASSESSMENT**

The applicant shall submit the number of complete and accurate site plans, impact assessments, and other application attachments as required by the Township at least fourteen (14) days prior to the next regularly scheduled Planning Commission or Township Board meeting, along with the appropriate fee(s) and charges as established by the Township Board. Incomplete submittals shall be returned to the applicant.

**SECTION 23.07 SITE PLAN APPROVAL OR DISAPPROVAL**

- A. Planning Commission Review.** Upon recommendation of the Planning Commission, the Township Board shall have the authority to approve, disapprove, or approve subject to compliance with certain modifications and conditions, the site plan and Impact Assessment (IA).
- B. Township Board Approval.** The Township Board shall also have the authority to approve, disapprove, or approve subject to compliance with certain modifications or conditions, a site plan submitted for a residential home occupation.

- C. **Prior Review.** The Planning Commission shall review all site plans prior to review by the Township Board and forward a recommendation to approve, approve with conditions, or deny approval of the proposed plans.
- D. **Impact Assessment Approval.** Township Board approval and acceptance of the IA, or a Planning Commission recommendation of approval and acceptance of the IA, in no way guarantees approval of the corresponding site plan. Disapproval of the IA or approval with conditions, shall mean rejection of the site plan until any or all deficiencies in the IA are corrected and approved. A site plan will not be approved if it fails to meet required standards, even if the IA is approved.
- E. **Land Use Approval.** The approval of a land use is contingent on compliance with site plan review standards. The transfer of the property to another person, corporation or group, requires conformity to the same conditions.
- F. **Special Land Use Approvals.** For provisions regulating approvals of site plans prepared for special land use permits, refer to Article 22.
- G. **Preliminary Site Plan and Impact Assessment Approvals.** For provisions regulating approvals of preliminary site plans and Impact Assessments prepared for rezoning amendments, refer to Article 29.

#### **SECTION 23.08 NOTIFICATION OF APPROVAL OR DISAPPROVAL**

The Planning Commission shall review and communicate its recommendation of approval or denial to the Township Board or recommend site plan modifications to the applicant within a reasonable time period upon receipt of a complete and accurate site plan application. Any modifications of the site plan desired by the Planning Commission shall be recorded in the minutes of the Planning Commission meeting, and a copy of the minutes shall be furnished to the applicant. In cases where modifications have been recorded, the applicant shall resubmit a site plan incorporating these modifications to the Planning Commission for their review. All revisions or modifications shall be clearly delineated on complete copies as required by the Township. If a recommendation is forwarded to the Township Board, the application shall be reviewed and approved, approved with conditions, or denied within a reasonable time period upon receipt of the recommendation.

#### **SECTION 23.09 MODIFIED SITE PLAN APPROVAL OR DISAPPROVAL**

Upon receipt of the modified site plan, the Planning Commission and/or Township Board shall render a review within a reasonable time period. Such modified site plan may be disapproved for any inadequacy found to be detrimental to the public health, safety and or general welfare.



**SECTION 23.10 DECISION APPEAL**

The Zoning Board of Appeals (ZBA) may decide appeals of decisions by the Township Board for certain application requests according to the procedure outlined below.

- A. Appealable Decisions.** The following decisions of the Township Board are appealable to the ZBA:
- 1. Site Plans.** Approval, approval with conditions, or disapproval of site plan applications.
  - 2. Impact Assessments.** Approval, approval with conditions, or disapproval of Impact Assessments.
  - 3. Home Occupations.** Approval, approval with conditions, or disapproval of a site plan for a residential home occupation.
  - 4. Private Roads.** Approval, approval with conditions, or disapproval of private road applications.
  - 5. Land Divisions.** Approval, approval with conditions, or disapproval of land division applications.
- B. Filing Eligibility.** An appeal of any decision that is appealable under subsection **A** above may be filed by any party aggrieved by the decision. An aggrieved party shall be any person, persons, or entity who can demonstrate that their property will be impacted by the decision of the Township Board or individuals involved in the enforcement of this Zoning Ordinance.
- C. Filing Period.** The appeal must be in writing and filed with the Township Clerk no later than fourteen (14) days after the decision of the Township Board is issued. The appeal must provide a statement of reasons for the appeal including any alleged errors.
- D. Submission to the ZBA.** The Township Clerk shall submit the appeal to the ZBA within a reasonable time following the filing of the appeal. In determining whether to hear the appeal, the ZBA may clarify the basis for the appeal by discussing the matter and/or asking questions of the applicant and/or appealing party, in part to determine their direct relevance to the particular application. Otherwise, no presentation of information shall be provided at this time other than the record from the meetings of the Planning Commission and Township Board where the decision that is being appealed was made.

- E. Hearing Determinations.** In determining whether or not to hear an appeal, the standard shall be whether the Township Board erred in applying the standards in Section 23.03 when reviewing the particular application or whether there is evidence of other discrepancies between the record of the Township Board's findings and decision and the requirements of the Township Zoning Ordinance.
- F. Majority Concurrence.** The concurrence of a majority of the members elected or appointed to the ZBA is required on the question of whether the appeal shall be considered. Should such a majority not approve consideration of the appeal, the decision of the Township Board is deemed final and binding. If the ZBA approves consideration of the appeal, they shall hear the appeal within a reasonable time period.
- G. Public Hearing.** A public hearing shall be required for the appeal. If the original application review required a public hearing with specific notice requirements, those notice requirements shall be repeated for the appeal. At the hearing of the appeal before the ZBA, the persons(s) filing the appeal may be required to present the appeal. The applicant and the persons both in favor and opposed to appeal, including members of the Township Board whose decision was appealed, shall be granted the opportunity to address the ZBA. Equal opportunity for presentation shall be given to those for and against the appeal.
- H. Board Reconsideration.** If during consideration of the appeal the majority of the ZBA members find that the facts presented by the appealing party differ materially from the written findings of fact issued by the Township Board, it may return the matter on appeal to the Township Board for further consideration. The final decision will then be issued by the Township Board.
- I. Appeal Considerations.** When deciding upon an appeal, the ZBA shall consider the record of the decision of the Township Board, the record of the recommendation of the Planning Commission, the standards for approval in Section 23.03, the testimony provided at the appeals hearing, and the requirements of the Township Zoning Ordinance.
- J. ZBA Decision.** In order to reverse or modify a decision of the Township Board, the concurrence of a majority of the members elected or appointed to the ZBA is required and the reason for the decision must be clearly stated. Absent such a majority, the decision of the Township Board is affirmed and shall be considered final. All such appeals shall be decided within a reasonable time after the ZBA approves consideration of the appeal. If the decision of the Township Board is reversed, the ZBA decision shall be final.

**SECTION 23.11 SITE PLAN APPROVAL**

Upon final site plan approval by the Township Board, a land use permit and a building permit may be applied for through the Zoning Administrator and County Building Department. Development compliance with Township ordinances and approved site plan is mandatory.

**SECTION 23.12 APPROVAL EXPIRATION AND/OR REVOCATION**

The approval of a site plan shall expire one (1) calendar year from the date of such approval unless construction has begun in accordance with the plan, or a time extension was requested and granted by the Planning Commission. If a project is not under construction with a building permit at the expiration of the approval time, the site plan approval becomes null and void, and the developer shall resubmit a new application. A one (1) year extension may be granted by the Planning Commission, one (1) time per site plan, if requested prior to the expiration of the approved site plan.

Any site plan approval may be revoked when the construction of said development is not in conformance with the approved plans, in which case the Township Board shall give the applicant notice of intention to revoke such land use at least fourteen (14) days prior to a review hearing of the permit by the Township Board. After conclusion of such review, the Township Board may revoke its approval of the development if it feels that a violation in fact exists and has not been remedied prior to such hearing.

**SECTION 23.13 AMENDMENT OF AN APPROVED SITE PLAN**

To amend an approved site plan, a developer may:

- A. Request a Change.** A developer may request a change in an approved site plan. A change in an approved site plan which results in a major change, as defined in this Section, shall require a site plan amendment. Amendments shall follow the procedures and conditions herein required for original site plan submittal and review. Any change shall require submittal of a revised site plan with a new date.
- B. Major or Minor Change.** A subcommittee consisting of three (3) members of the Township Planning Commission shall have authority to determine whether a requested change is major or minor in accordance with this Section. The burden shall be on the applicant to show good cause for any requested change in writing.
- C. Written Request.** A request to change an approved site plan shall be made in writing to the Planning Commission Secretary. The request shall include a clear statement regarding the reasons for the proposed change and a revised site plan. The reasons

may be based upon consideration, such as changing social or economic conditions, potential improvements in layout or design features, unforeseen difficulties, or advantages mutually affecting the interests of Tyrone Township and the applicant or developer, such as technical causes, site conditions, state or federal projects and installations, and statutory revisions.

- D. Notification.** The subcommittee, upon finding such reasons and request reasonable and valid, shall notify the applicant in writing whether the change proposed is major or minor. If the change is deemed major, the applicant shall pay an appropriate fee, and the plan amendment process shall follow the procedures and conditions herein required for original site plan submittal and review.
- E. Major Changes:** Changes considered major (i.e., those for which an amendment is required) include one or more of the following:
- 1. Concept.** A change in the original concept of the development.
  - 2. Use or Character.** A change in the original use or character of the development.
  - 3. Type of Dwelling.** A change in the type of dwelling unit as identified on the approved site plan.
  - 4. Increased Number of Units.** An increase of two (2) or more dwelling units.
  - 5. Nonresidential Floor Area:** An increase in nonresidential floor area of over five (5) percent.
  - 6. Increase in Parking/Loading Spaces.** An increase of five (5) or more off-street parking or loading spaces.
  - 7. Rearrangement of Units.** Rearrangement of lots, blocks, and building tracts.
  - 8. Change in Streets.** A change in the character or function of any street.
  - 9. Open Space Reduction.** A reduction in the amount of land area set aside for common open space or the relocation of such area(s).
  - 10. Building Height Increase.** An increase in building height.
- F. Minor Changes.** If the subcommittee rules that a proposed change to a site plan is a minor change as defined by this Section, the change request is forwarded to the Planning Commission for approval. If the changes are approved, the Planning Commission shall notify the Township Board, the Zoning Administrator, and other

applicable agencies. As the revised site plan drawings are approved, they each shall be signed by the applicant or developer and the owner(s) of said property in question.

- G.** Minor changes shall include the following:
- 1. Residential Floor Area Change.** A change in residential floor area.
  - 2. Single Dwelling Unit Increase.** An increase of one (1) dwelling unit.
  - 3. Nonresidential Floor Area Increase.** An increase in nonresidential floor area of five (5) percent or less.
  - 4. Minor Design Variations.** Minor design variations in site layout which do not constitute major changes.
  - 5. Reduction in the Number of Units,** Reduction of the number of units and conversion of that space to open space or drainage.
  - 6. Phasing.** Segmentation of the project into smaller phases as long as each phase is self supporting.

#### **SECTION 23.14            MODIFICATION OF PLAN DURING CONSTRUCTION**

All site improvements shall conform to the approved site plan including engineering drawings approved by the Township Board. If the applicant makes any changes during construction to the development in relation to the approved site plan, such changes shall be made at the applicant's risk without any assurances that the changes will be approved. It shall be the responsibility of the applicant to notify the Township of any changes. Upon investigation, the applicant may be required to correct the changes so as to conform to the approved site plan.

#### **SECTION 23.15            INSPECTION**

The Zoning Administrator shall be responsible for inspecting all improvements for conformance with the approved final site plan. All building construction, site and sub-grade improvements such as utilities, sub-base installations for drives and parking lots, and similar improvements shall be inspected and approved by the County's Building Department, County Environmental Health Department, and County Road Commission, or designated township engineer, prior to covering. The applicant shall be responsible for requesting the necessary inspections after any applicable fees are paid according to the adopted Township fee schedule.

The Zoning Administrator shall obtain inspection assistance from the Township's designated Fire Marshal and/or professional consultants where appropriate. The Zoning Administrator

shall notify the Planning Commission in writing when a development for which a final site plan is approved has passed inspection with respect to the approved site plan. The Zoning Administrator shall notify the Township Board and Planning Commission in writing of any development for which a site plan was approved, which does not pass inspection with respect to the approved site plan, and shall advise the Township Board and Planning Commission of steps taken to achieve compliance. In such case, the Zoning Administrator shall periodically notify the Township Board and the Planning Commission of progress toward compliance with the approved site plan and when compliance is achieved.

**SECTION 23.16 FINANCIAL GUARANTEE**

A financial guarantee acceptable to the Township Board shall be required by the Township Board to insure the complete construction of structures and other development of the land area as proposed and approved. The financial guarantee shall be determined in accordance with Tyrone Township Resolution 040201, Resolution Establishing Policies and Fees for Reimbursable Expenses, as approved or amended by the Township Board of Trustees. The owner or developer or their designee shall sign an escrow agreement stating the amount of the minimum deposit, minimum balance and other requirements for maintenance of the escrow account in accordance with the adopted policy.

The Township Board may also require a financial guarantee to permit continued operation of a dog kennel. The amount of the financial guarantee and other conditions shall be specified in the escrow agreement.

**SECTION 23.17 FEE**

Any application for site plan approval shall be accompanied by a fee determined by the Township Board fee schedule. Such a fee may be utilized by the Township to obtain services of one or more expert consultants qualified to advise as to whether the proposed development will conform to the applicable township ordinances, policies and standards, and for investigation and report of any objectionable elements which are of concern to the Planning Commission and/or Township Board. After the proposed development application has been approved or disapproved by the Township Board, the balance of the fee which is left shall be returned to the applicant.

**SECTION 23.18 ARCHITECTURAL STANDARDS**

The purpose of this Section is to provide a consistent and equitable set of exterior building wall material standards, to support the rural character of the Township and to create, enhance and promote the qualitative visual environment of Tyrone Township. Also, the intent is to encourage developers and their architects to design their project to complement the site, the

adjacent area, and the Township as a whole. This Section is not intended to regulate the quality, workmanship, and requirements for materials relative to strength durability, endurance, maintenance, performance, load capacity, or fire resistance.

- A. General.** All exterior building wall facades shall consist of those materials and combinations of materials as set forth in this Section, in compliance with the maximum percentages permitted in the Schedule Regulating Facade Materials. Structures regulated by this Ordinance shall include buildings, canopies, and outdoor trash container enclosures. Single family detached residences and accessory structures for single family detached residences shall not be subject to this Section. All non-single family residential developments must provide the information required in Section 23.02.
- B. Color.** Colors of all facade and roof materials proposed for a building reviewed under this Ordinance shall be established by the applicant as an integral part of the building design, and shall exhibit evidence of coordination and selection with respect to the overall visual effect of the building and other facilities in the same project. The color of each facade material shall be harmonious with the color of all other facade materials used on the same building, as well as the color of facade materials used on adjacent buildings. The use of dissonant color facade materials shall be at the discretion of the Township Board.
- C. Roof Appurtenances.** If roof-mounted appurtenances, including air conditioning and heating appliances and all other mechanical equipment, shall be visible from a height of five (5) feet above grade on any property line of the site, adjacent to a road or zoning district other than PIRO, M-1, M-2, or ROM, such equipment shall be screened from view using materials consistent with these building design requirements. Proposed roof screening shall be indicated on the architectural elevations and shall be considered as part of the facade when calculating the percentage of materials for compliance with the Schedule Regulating Facade Materials.
- D. Facade Materials Calculation.** The total surface area of the regulated facades shall be considered for the purpose of calculating the percentages of materials in compliance with the Schedule Regulating Facade Materials. The materials on the regulated facades shall be consistent with the materials on other regulated facades of the same building with respect to type and color. Areas of sloped roofs with a slope of 6:12 or greater shall be considered part of the facade of the wall surface below the roof. Areas of sloped roofs shall be calculated as the two-dimensional projection of the roof area as seen in an architectural wall elevation view. Areas of vision glass and operable doors shall be excluded from all area calculations.
- E. Alterations.** When new materials are proposed for an existing building facade, the entire building facade shall be subject to this Section. Except where horizontal offsets greater than two (2) feet occur in an existing facade which serve to visually separate

the area within which the new materials are proposed, only the facade area between such offsets shall be subject to this Section, provided that the new materials and colors are harmonious with adjacent unaltered portions of the building.

**F. Additions.** Where an addition is being proposed for an existing building, the existing facade materials may be used in the addition provided that the following criteria have been met:

1. The addition does not exceed one hundred (100) percent of the existing building floor area.
2. All new facades substantially constitute a continuation of the existing facades with respect to color, texture, size, height, and location of materials.
3. That the visual effect is to make the addition appear as part of the existing building.

If the addition exceeds one hundred (100) percent of the existing building floor area, the entire building shall be brought into full compliance with this Section.

**G. Architectural Review Committee.** An Architectural Review Committee shall review all proposed building materials and colors prior to a formal site plan review by the Planning Commission. The Architectural Review Committee shall be comprised of three (3) members of the Planning Commission. Any other professional design consultant, as determined necessary by the Township, shall provide recommendations to the Architectural Review Committee.

The Committee shall review a proposal for conformance to this Section and shall provide a recommendation to the Planning Commission with their findings and recommended conditions, if applicable.

**H. Review.** The Planning Commission shall require compliance with this Section. The Planning Commission may request the review of a professional design consultant to assist in this determination, and may establish a fee for this review. All new buildings, building alterations, and building additions shall be subject to this review.

**I. Facade Waiver.** When a particular building design and the materials and colors or combination of materials and colors proposed to be used on the facade are found to be consistent with the intent and purpose of this Section, but may differ from the strict application of this Section and the Schedule Regulating Facade Materials, the Planning Commission and Township Board shall consider such proposal as a waiver of these standards. Waivers could include requests to permit the use of new materials not covered in the Facade Material Schedule, or design of a building intended to reproduce a bona fide historical period to create a theme or enhance an existing theme.



Site plans and architectural plans for a waiver under this Section shall be accompanied by a definitive description of the building design consisting of written statements which shall describe how the selected facade materials and/or colors and material combinations will be consistent with and will enhance the building design concept and how the materials and/or colors properly relate to the buildings in the surrounding area. The Planning Commission or Township Board may, as part of its review, request a report and recommendation from a professional design consultant as to the proposed waiver, and may establish a fee for this report.

- J. Revisions After Approval.** Changes to the facade drawings, sample board, or renderings at any time after approval by the Township, shall be subject to the requirements of Section 23.01.
- K. Facade Material Inspections.** Where facades have been reviewed and approved by the Township, all facade materials subject to this Ordinance shall be installed as approved. The Township may inspect the installed facade materials to determine compliance with the approved site plan, where applicable. The Township may require the removal and replacement of any facade material which is not consistent with the material reviewed and approved.
- L. Canopies and Awnings.** Canopies shall be considered as separate facades and shall be subject to all of the requirements of this Ordinance. On projects with canopies and buildings, the materials and colors on canopies shall be consistent with those used on the building. Not less than thirty (30) percent of the facade of a canopy shall be of a material identical to a material used on the building. Columns, fascias and sloped roof areas shall be included when calculating the area and percentage of materials of a canopy facade. Canopy soffit areas are not subject to this Ordinance.
- Awnings shall be considered part of the main structure which provides support for the awning. Such awnings may be fabricated with cloth, leather, plastic or similar pliable materials but the colors of the exposed awning surfaces shall be selected in accord with the provisions of Section 23.18.B herein.
- M. Signs.** All freestanding signs shall be consistent with the architectural style and materials of the principal buildings on the site and Article 27 of this Ordinance.
- N. Use Groups.** Proposed facade materials shall be regulated in accordance with the proposed structures location and/or use. Three (3) distinct Use Groups are located within the Township and identified in the table below. All uses permitted within a specific Use Group shall have proposed facade materials regulated based on the Schedule Regulating Facade Materials. The regulations in this Section (23.18) shall also serve as the basis for regulating exterior materials in a Planned Unit Development

(PUD). However, the minimum facade requirements established for the uses in a PUD may be modified by the terms of a PUD agreement as determined appropriate by the Township at the time of planned unit development approval.

USE GROUP	LOCATION (Comprises all non-single family residential buildings, canopies, and outdoor trash containers)
Group #1	Located in the FR, RE, R-1, R-2, RM-1, LK-1, or MHP Districts or on a parcel that has frontage on U.S.23 Freeway or Old U. S. 23 <i>and</i> is within 500 feet of the right-of-way of U.S. 23 Freeway, Old U.S. 23, or Runyan Lake Road.
Group #2	Located in the B-1, B-2, OS, PCS, or ES Districts, other than those in Use Group #1
Group #3	Located in the ROM, PCI, M-1, M-2, PIRO, and EI Districts other than those located in Use Group #1

**SCHEDULE REGULATING FACADE MATERIALS**

(Maximum percentage allowed for all exterior facade surfaces)

Wall Materials	Group 1 (%)	Group 2 (%)	Group 3 (%)
Brick, natural clay	100 (30% min.) <sup>G</sup>	100	100
Glazed Brick <sup>A</sup>	25	25	25
Ceramic Tiles	10	10	10
Limestone	50	50	50
Stone: field, cobble, and other types of stone	50	75	100
Granite or marble, polished	50	100	100
Decorative concrete masonry unit <sup>B</sup> (Striated, fluted, scored, and split faced)	50	50	75
Precast exposed aggregate	25	50	75
Precast, other	25	50	75
Flat metal panels (with insulated backing)	50	50	75

Wall Materials	Group 1 (%)	Group 2 (%)	Group 3 (%)
Standing seam metal	50 <sup>C</sup>	50 <sup>F</sup>	75 <sup>F</sup>
Ribbed metal panels	25	50	75 <sup>F</sup>
Spandrel Glass	25	25	25
Glass Block	25	25	25
Glass	50	50	50
Molded cornices, trim, columns, surrounds	15	15	15
Wood siding, painted tongue and groove, batten siding, vinyl siding, and aluminum siding <sup>H</sup>	10	25	25
Exterior insulation and finishing system (EIFS, acrylic plaster also known by the brand name "DryVit")	50	75	75 <sup>D</sup>
Cement Plaster	25	25	25
Canvas Awnings <sup>E</sup>	10	15	15
Asphalt shingles or other similar roofing material	25	25	50

**Footnotes to the Schedule Regulating facade Materials**

- A.** Allowed only if earth tone or matte finish or if used as an accent limited to 8% of the facia.
- B.** Plain faced concrete masonry units are not permitted. Ground, polished, burnished and striated faced concrete masonry units are permitted.
- C.** Must be one hundred (100) percent copper or copper bearing painted finish.
- D.** Should be designed with a simulated stone or articulated joint pattern or other similar design patterns.
- E.** Awnings shall be permitted when such awnings are located over a door or window opening. Adjacent permanent facade materials shall extend behind awnings. Backlit translucent awnings are not permitted unless such awning meets the requirements of Article 27 for a permitted sign.
- F.** Must have factory applied permanent color finish.

- G.** All buildings in Use Group 1, except those located within the ROM, M-1 and M-2 Districts, shall have a minimum of thirty (30) percent brick.
  
- H.** For the rehabilitation of buildings fifty (50) years or older, the building materials and design shall be consistent with the Standards for Rehabilitation and Guidelines for Rehabilitation of Historic Buildings prepared by the U.S. Department of Interior.

REVISIONS:

- 2000 DECEMBER – Section 23.03.J.
- 2004 SEPTEMBER – Section 23.16.
- 2005 MARCH – Section 23.18 (New).
- 2007 JULY – Section 23.00.D; Section 23.02, 23.02.L, Section 23.03.J, .R, S & U; 23.04.B & C, 23.05.B; 23.06, 23.07, 23.08, 23.10.A - J, 23.12, 23.17.
- 2012 JUNE – Revised Section 23.01.L.11 and 23.18.N to reference PCS and PUD.
- 2013 JANUARY – Added PIRO to 23.18.C. and 23.18.N.
- 2014 SEPTEMBER – Added open space to 23.02.P.
- 2016 APRIL – Amended Sections 23.01.L. and 23.18.N. to include PCI.
- 2018 FEBRUARY – Updated "Licensed Designer Requirements."