

# Memo

**To:** Planning Commission  
**From:** Bryan Myrkle, Community Development Director  
**Date:** September 28, 2017  
**Re:** Dairy Queen Site Plan Review

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## **Dairy Queen Site Plan Review**

After review the site plan, and listening to comments regarding it over the course of two previous meetings, I would offer the following evaluation:

- The parking provided for in this site plan exceeds the minimum number of spaces required by our ordinance.
- The plan documents include on-site management of storm water through the use of curb and guttering that directs run-off to a retention pond at the rear of the interior lot. On-site management of storm water is required.
- The proposal includes the required screening structures to protect neighboring properties. This plan makes use of new privacy fencing and existing trees and plants to accomplish this screening.
- The proposal adequately addresses local drive-through design standards. Our ordinance requires 5 'stacking spaces' or spaces for cars behind the one at the window, which are provided.
- A loading zone is provided, as required in the ordinance; and adequate ingress and egress for trucks is also accommodated by this plan.
- Internal traffic controls appear to be appropriate for anticipated volume. This refers to traffic controls within the Dairy Queen property, not on the street.
- Parking lot lighting and landscaping is adequately addressed. This refers specifically to the parking lot landscaping.
- Setbacks are adequate and meet our requirements for the new-build portion of this project. An existing garage on the site, which is being retained in this plan, may be slightly too close to the property line, but does not represent any change from the existing condition. This is what is commonly referred-to as 'grandfathering.'

- A more detailed discussion on the entrance and egress driveways is included in my memo regarding Conditional Use requirements, including comments from MDOT.
- The landscaping required at the front of the property is included in this plan, but is slightly reduced in scope (6' of greenbelt vs. 10', 1 tree vs. 2 trees) in order to make space for outdoor seating. The zoning code provides the Planning Commission considerable discretion in regard to landscaping. This is detailed in section 82-460(c), which states: *For existing and proposed uses that require site plan approval to either expand or be built, landscaping should be installed insofar as practical. The planning commission in its review of the site plan has the authority to increase, decrease or otherwise modify the landscaping and screening requirements of this article. In doing so, the commission shall consider the following criteria:*
  - (1) *The amount of space on the site available for landscaping.*
  - (2) *Existing landscaping on the site and on adjacent property.*
  - (3) *The type of use on the site and size of the development.*
  - (4) *Existing and proposed adjacent land uses.*
  - (5) *The effect the required landscaping would have on the operation of the existing or proposed land use.*
- A screened dumpster enclosure is included.
- The signage plan is in accordance with our local code requirements.