

SECTION 908. HS HIGHLAND STATION BUSINESS DISTRICT

908-1 Principal Uses Permitted by Right: HS Highland Station Business District

The following land and/or structural uses shall be permitted by right in the HS Highland Station Business District subject to lot size, yard setback, and building bulk requirements set forth in this Article and subject to the requirements that all business activity, products, business equipment, etc. take place in and/or are housed in a fully enclosed building:

- a. Single-family homes
Two-family residential units
Apartments and Townhouses – 8 DUs maximum
Dwelling units, one to eight located above the first floor of a structure which contains a permitted nonresidential use on the first floor.
Bed and Breakfast
- b. Lower-intensity office uses:

Accounting offices;
Advertising agencies;
Architectural, engineering, and similar offices;
Banks and Credit Unions;
Business offices;
Business service establishments, including:
 Consumer credit reporting agencies;
 Duplicating services;
 Mailing and stenographic services;
 Management consulting services;
 Other similar business services;
Government offices
Insurance offices, but not insurance claims centers;
Legal offices;
Doctor's offices, but not clinics;
Nonprofit organization offices (but not meeting halls), including:
 Civic, social, and fraternal organizations;
 Political organizations;
 Professional membership organizations;
 Labor unions;
Real Estate offices; and,
Stock, bond and other brokerage establishments.

c. Lower-intensity convenience commercial uses:

Craft supply and fabric stores;
Dry goods and notions stores;
Flower shops;
Ticket agencies, entertainment;
Ticket agencies, transportation;
Tobacco shops; and,
Travel agencies.

d. Lower-intensity personal service uses:

Barber and beauty shops;
Children's music and dance schools;
Dry cleaners and laundromats, but not those with more than 25 percent of
their retail dollar volume from off-premise pick-up stations;
Martial arts studios and exercise studios;
Pet grooming establishments, but not kennels;
Photographic studios;
Retail film processing; and,
Tailor and dressmaker shops.

e. Lower-intensity comparison commercial uses:

Art merchandising studios;
Art supply stores;
Artist, sculptor and composer studios;
Bike shops, non-motorized;
Book and stationery stores;
Boutiques;
Business machine sales;
Camera stores;
Carpet, rug, and other flooring stores;
Coin and philatelic stores;
Furniture stores;
Gift shops;
Hearing aid stores;
Hobby and craft stores;
Interior decorators;
Jewelry stores, costume;
Jewelry stores, fine;
Key shops;
Leather and luggage stores;
Locksmith stores;
Music and record stores;
Musical instrument sales;
Novelty shops;

Office supply stores;
Optician retail sales;
Picture framing;
Security equipment stores, but not the installation
of equipment on motor vehicles; and
Tack and saddlery stores with accessory blacksmith and daytime horse care
facilities (no overnight facilities)

f. Restaurant and food uses:

Bakeries;
Coffee shops with up to 15% sidewalk café sales;
Convenience store;
Ice cream and candy stores;
Restaurants, 3,000 S.F. maximum, with up to 15% sidewalk café sales (no
drive-through facilities); and
Specialty food stores.

g. Essential Services per Section 1801.

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Principal Uses Permitted as Special Land Uses: HS District

The following land and/or structure uses shall be permitted in the HS Business District subject to the requirements set forth in this section and subject further to the standards and approval requirements as provided in Article XI.

a. Arcades including pinball and electronic game arcades, pool halls and similar amusement establishments provided that all such uses shall be located in a commercial center of three or more individual businesses other than such uses, and provided further that the gross square footage of such uses shall not exceed twenty-five (25) percent of the total gross square footage of the commercial center.

b. Institutional and related uses as listed below:

Child-care centers and nursery schools;
Cultural facilities, as follows:
Public libraries and public art galleries; and
Public museums;

Educational facilities (non-boarding), as follows:

Elementary schools;
Junior and senior high schools;

Extended health care facilities, as follows:

Hospices;
Nursing and convalescent homes, not to exceed 20 beds;

Public service uses and buildings, as follows:

Fire stations;
Police stations;

Recreation and social facilities, as follows:
Recreational buildings and community centers, noncommercial;
Swimming pools, noncommercial;
Tennis clubs and courts, noncommercial.

c. Public utility uses as listed below:

Telephone exchange and transmission equipment buildings;
Water pumping stations; and
Water and waste water pumping stations

908-3. Accessory Structures and Uses: HS District

Accessory structures and uses typically incidental to principal uses permitted by right or to principal uses permitted as special land uses shall be permitted subject to the following requirements:

- a. No accessory use shall occupy more than fifteen (15) percent of the floor area of the principal use to which it is accessory. No accessory structure or combination of accessory structures on one zoning lot shall contain a floor area which is greater than fifteen (15) percent of the floor area of the principal structures to which it or they are accessory.
- b. No accessory building shall be located in any required or unrequired front or side yard area.
- c. No accessory structure shall be constructed on any lot prior to the time of construction of the principal structure to which it is accessory.

908-4. Minimum Lot Size Requirements: HS District

- a. An existing lot in the HS District may be developed consistent with the objectives outlined in Section 908-8, meeting the regulations outlined in sections 908-9 through 908-14, and being subject to the review and approval of the Planning Commission.
- b. A new lot being created in the HS District may be developed consistent with the objectives outlined in Section 908-8, meeting the regulations outlined in sections 908-9 through 908-14 and being subject to the review and approval of the Planning Commission provided:
 1. The minimum lot area and buildable area shall be 12,000 square feet;
 2. The minimum lot width shall be 80 feet; and
 3. The width-to-depth ratio shall not be less than 1 to 1 nor exceed 1 to 3.

908-5. Minimum Yard Requirements: HS District

- a. The front, side and rear setbacks for principal and accessory buildings and structures shall be approved by the Planning Commission. In making the determinations on setbacks, the Planning Commission shall consider the following factors:
 1. The character of the development in achieving the objectives outlined in Section 908-8 and meeting the regulations outlined in sections 908-9 through 908-14 of this ordinance;
 2. The dimension of the front, side and rear setbacks being similar to the setbacks of 8 or 10 parcels in the vicinity of the subject parcel;
 3. Access ability to the front, side or rear yards by pedestrians, visitors' vehicles, and emergency vehicles shall be accommodated on either the subject parcel itself or in conjunction with one or more adjacent parcels;
 4. A building may be constructed on 1 side lot line of a lot provided that:
 - a) Such building is adjacent to another building which is constructed on the side lot line of the adjacent lot;
 - b) Both lots are in the same zoning district; and
 - c) Both lots have recorded deed restrictions establish mutual access and shared parking for both lots. In determining the parking requirements and permitted uses of such a lot, only the parking spaces and uses on said lot shall be considered.
 5. The building or structure setback from water and other subaqueous areas that are on the parcel or on adjacent parcels shall be 65 feet; and
 6. Septic tanks and drain fields shall be set back 125 feet from water and other subaqueous area on the parcel or on adjacent parcels.
- b. Required front, side and rear yards shall be unobstructed from the ground level to the sky, except by natural vegetation and by specifically permitted accessory uses and facilities as follows:
 1. Signs as set forth in 908-11;
 2. Nonresidential perimeter controls as set forth in 908-14;
 3. Exterior lighting as regulated in Section 908-13;
 4. Swimming pools and related structures as set forth in Section 1713;
 5. Projections into required yards as set forth in Section 1805;

6. Litter containers for pedestrians as set forth in paragraph "d" below;
 7. Unsheltered parking areas as set forth in paragraph "e" below; and
 8. Driveways. Landscape features such as berms and retaining walls shall not be considered obstructions subject to a site plan review finding that any such features which are present in a particular site plan conform reasonably to the natural environment of the site and the general area in which they are proposed.
- c. Side and rear yards which abut streets shall conform to the most restrictive of the following:
1. Same yard setback and other requirements as apply to front yards;
 2. The same yard setback and other requirements as apply to the adjacent parcel; or
 3. The actual setback of any existing structure on the adjacent parcel.
- d. Areas for the temporary storage of garbage and trash shall not be located in any required or unrequired front yard area or in any required side yard area, provided that this section shall not be interpreted to prevent placing of litter containers for the use of the public by property owners or in the right-of-way as approved by the Planning Commission.. All areas for the temporary storage of garbage or trash, except litter containers for the public, shall be enclosed as provided in Section 1305.
- e. Unsheltered parking shall be permitted in required front, side, and rear yards, but not closer than five feet to any property line or not within required landscape buffer strips, whichever is greater. Parking shall be permitted in unrequired front, side, and rear yard areas.
- f. Parking structures and shelters shall not be permitted in any required front, side, or rear yard without the approval of the Planning Commission. Parking structures and shelters shall be permitted in unrequired front, side, and rear yards, provided that parking shelters which are in front yards shall be completely enclosed on all sides and be subject to Planning Commission approval for their placement and architectural style.

908-6. Maximum Bulk Requirements: HS-1 District

- a. Maximum structure height:

Stories: 2
Feet: 25
- b. Maximum lot coverage: 30 percent for all principal and accessory buildings and structures.

908-7. Mandatory Marginal Access Drives: HS District

All uses in the HS District shall provide a marginal access drive. Said marginal access drive shall be constructed according to engineering standards duly adopted by the Highland Township Board of Trustees, and shall be located so as to provide as direct a connection as is reasonably possible with existing or future marginal access drives on neighboring properties. The marginal access drive requirement may be permanently or temporarily waived by the Township Board for uses which are located on a street which serves no through traffic or minimal amounts of through traffic, and for uses located where there are no business neighbors on either side during the period the waiver is in effect.

908-8. Special Development Provisions HS District

Highland Station shall be developed based on the historical character of the uses and development patterns that have occurred along Milford Road and Livingston Road and the adjacent neighborhoods. The objectives include:

- a. Provide a mix of uses within the Highland Station Area, including a mix of low intensity residential and low intensity office/commercial uses within the same building.
- b. Provide for a mix of housing types, costs and ownership opportunities.
- c. Encourage adaptive reuse of historic buildings and houses.
- d. Promote site design characteristics that encourage greater pedestrian traffic, and reinforces pedestrian safety, comfort and convenience.
- e. Provide pathways for pedestrians, cyclists and equestrians that include linkages to neighborhoods and developments outside the core area of Highland Station.
- f. Provide for site design flexibility to encourage shared site improvements and cross access through a series of marginal access driveways and pathways.
- g. Provide for variable setback options for developments that attain architectural, signage, landscaping, streetscape and circulation objectives as presented in the Micro-Area Analysis for the Historic Highland Station Area and the Highland Station Architectural Guidebook.

908-9. Architectural Guidelines

All new buildings, additions and exterior renovations shall be consistent with the architectural style of the Highland Station concepts as contained in the Highland Station Architectural Guidebook or as contained in the Highland Downtown Development Group proposal for Area 5 of the Highland Station Micro-Area Analysis. In making this determination, the Planning Commission shall consider the following factors:

- a. A minimum of eighty (80%) percent of the exterior finish materials of all building elevations shall consist of brick, cut stone, field stone, cast stone, dimensional wood or wood shakes with an opaque stain or a synthetic material fabricated to have the appearance and durability of wood siding.
- b. The overall design of the building is consistent with the design intent of this Ordinance.
- c. The roof design shall be consistent with the architectural style of the building. Buildings shall be designed with pitched roofs or a decorative cornice. Rooftop mechanical equipment shall be screened from all views with screening features that are consistent with the architectural style of the main building.
- d. Wherever possible, meter boxes, transformers, waste receptacles, mechanical equipment and accessory structures on or adjacent to buildings shall be enclosed with walls similar to the architectural features of the principal building.
- e. Elevations may include awnings made of opaque materials. Translucent or internally lit awnings shall not be permitted nor shall signage on awnings be permitted
- f. Sites shall be designed for pedestrians at a scale relative to street access, sidewalks, or an internal circulation network. Convenient and safe pedestrian access shall be provided between the public sidewalk and all building entrances.
- g. Rear and side entrances should be provided where parking is in the rear or on the side of the building.

908-10. Landscaping Guidelines

Any property owner in Highland Station that proposes to build, improve, renovate or remodel the building or site features such as parking, loading or driveways shall submit a landscape plan to enhance the character of the property. The Planning Commission, in making a determination, shall consider the following factors:

- a. The landscape improvements shall, at a minimum, provide for one deciduous tree for each 30 linear feet of frontage to be planted in the front yard; plus one deciduous tree for each 60 linear feet of frontage to be planted between the sidewalk and the edge of the road; plus one shrub per 100 square feet of front yard to be planted in the front yard. The plan shall be prepared by a registered landscape architect or qualified landscape company.
- b. The landscape improvements shall also include additional plantings (deciduous trees, flowering trees, evergreens, shrubs and flowers) to be consistent with the extent of the development or improvement being proposed and the character of the site relative to open space, setbacks and plantings on adjacent property.

- c. Landscaping shall be designed at a pedestrian scale relative to the street, sidewalks, internal pedestrian circulation system and the circulation system established on adjacent parcels.
- d. Landscape designs may also include streetscape furnishings and lighting standards as adopted by the Highland Township Downtown Development Authority.

908-11. Signage Guidelines

- a. Signage for Individual Buildings: Signage shall be complementary to the size of the lot, architectural style and general character of the area. The Planning Commission, in making a determination, shall consider the following factors:
 - 1. Signage shall be an integral part of the site plan being presented for preliminary and final site plan approval.
 - 2. Signage shall be consistent with the design concepts presented in the Highland Township Architectural Guidebook, which would typically be four square feet to eight square feet in area and be hung on the wall of the building, on a post on the porch or on a lamppost in the front yard.
 - 3. Drawings of all signage being proposed along with sample materials in the proposed colors shall be submitted for review and approval with the plans being submitted for site plan approval.
- b. Local Business Directory Signage: Freestanding signs may be permitted by the Planning Commission subject to the standards as set forth herein:
 - 1. The sign shall be consistent with the design concepts adopted by the DDA and the Planning Commission in the Highland Township Architectural Guidebook for Highland Station.
 - 2. The plan shall show location, setbacks, dimensions, lighting, landscaping and other features of the improvements being proposed around the sign.
 - 3. A maximum of eight (8) businesses may be listed on any such sign for businesses in the HS District.

4. The maximum height of a business cluster sign shall be ten (10) feet unless there is a grade change between the road elevation and the ground elevation at the sign that would be greater than four feet, then the Planning Commission, at their discretion, may adjust the height of the sign.
5. The maximum number of signs shall be equal to half the number of corners available for such signs.
6. Business cluster signs shall not identify or be established for any businesses on Milford Road or M-59.
7. Only one business cluster sign shall be established on a corner as regulated herein.

908-12. Site Circulation, Parking and Loading Areas

Site circulation, parking and loading areas shall be designed in accordance with the provisions of Article XVI, Off-street Parking and Loading Requirements except as may be modified by the Planning Commission according to the following provisions:

- a. The number of parking spaces for nonresidential land uses may be based on a technical study of the development proposed which shall recommend the number of required improved and unimproved parking spaces that shall conform to the standards published in "Shared Parking" by the Urban Land Institute or a similar methodology acceptable to the Planning Commission. The study may take into account the proposed use(s), hours of operation and other similar circumstances that will impact parking requirements.
- b. Two or more parcels may share parking provided the owners enter into a joint parking easement agreement and design the layout of all parking, circulation, and pedestrian areas to be readily accessible to all uses under the easement agreement.
- c. A portion of the spaces not being improved for actual parking shall be graded for future development and be used for landscaping and/or pedestrian amenities on an interim basis.
- d. Fifty (50%) percent or more of the off-street parking spaces for residential uses shall be in accessory buildings or structures designed in a similar manner and style to the principal building.
- e. Off-street parking areas shall be arranged in groups of 10 or less spaces divided by landscape areas and pedestrian circulation features, such as sidewalks and street furniture islands, which shall not be less than 200 square feet each.

- f. Bicycle racks and/or hitching posts, as appropriate to the use and location in Highland Station, shall be placed in all nonresidential areas of a project to provide convenient access and facilities for patrons of non-motorized forms of transportation. At the discretion of the Planning Commission, such facilities may be provided by adjacent uses, by the Downtown Development Authority, or be waived.

908-13. Outdoor Lighting Standards

Outdoor lighting shall comply with the provisions of Section 1704, Exterior Lighting, as well as the following standards:

- a. Wall-mounted light fixtures shall be coach-light type fixtures located at each entrance to the building and not exceed 75 watts (high-intensity, wall-pack type fixtures are not permitted).
- b. Recessed soffit or porch ceiling light fixtures may be permitted subject to a lighting and illumination level study that shall be approved by the Planning Commission.
- c. Pedestrian lighting fixtures shall be pole-mounted, be identical or very similar to the light fixture adopted by the Downtown Development Authority, be not more than 12 feet high and be consistent with ambient, indirect, shielded lighting and illumination levels as indicated in a lighting study to be approved by the Planning Commission.
- d. Parking lot lighting fixtures shall be pole-mounted, be identical or very similar to the light fixture adopted by the Downtown Development Authority, be not more than 18 feet high and be consistent with ambient, indirect shielded lighting and illumination levels as indicated in a lighting study to be approved by the Planning Commission.
- e. An applicant shall prepare and submit a night lighting schedule describing the hours of operation for both business hours and non-business hours, intensity of the illumination, and lighting levels at the property line for Planning Commission review and approval.

908-14. Fence Standards

Decorative, perimeter fences shall comply with the character and intent of the regulations herein specified and as may be modified by the Planning Commission pursuant to site plan review. Fences that are permitted on residential and nonresidential property are as follows:

- a. Fences on properties used for residential purposes shall be permitted provided:
 - 1. Fences not exceeding six (6) feet in height may be permitted along property lines within side and rear yards.

2. Decorative fences which do not enclose property and which are less than three (3) feet in height may be permitted in required front yards.
 3. Barbed wire, electrically charged wire, or other similar fences shall not be permitted on any property in Highland Station.
 4. Chain link stockade or other similar fences shall not be permitted in the front yard of any property in Highland Station.
 5. Fences on property being converted in whole or in part to a nonresidential use are subject to modification, or removal as may be determined by the Planning Commission relative to the development characteristics of the property, adjacent property and the goals of the Highland Station Development Plan.
- b. Fences on properties used for nonresidential purposes may be permitted subject to Planning Commission approval provided they are decorative in nature and meet the following requirements:
1. Fences not exceeding four (4) feet in height may be permitted along property lines within side and rear yards.
 2. Decorative fences which do not enclose property and which are less than three (3) feet in height may be permitted in required front yards.
 3. Barbed wire, electrically charged wire, or other similar fences shall not be permitted on any property in Highland Station.

908.15 Procedures

A proposal for the conversion or development of any parcel in Highland Station is subject to site plan review under the provisions of the Highland Township Zoning Ordinance. The applicant will follow a three-step review process as follows:

- a. Pre-application Meeting: Prior to filing a formal application for conceptual site plan approval, the prospective applicant shall request a pre-application meeting with the Planning Staff and Township's consultants as may be requested by the Township. The applicant shall be responsible for payment of consultant fees for the pre-application meeting. The purpose of such a meeting is to allow the prospective applicant to present a general concept of the proposed development prior to the preparation of detailed plans, to allow staff and consultants an opportunity to offer suggestions to better align the proposed plan with Township planning objectives and to allow all parties to share information relevant to the site and its surroundings. For this purpose, the presentation shall include, but not be limited to the following:
1. Written "letter of intent" from the prospective applicant establishing his intentions as to the use of the land.

2. Topographic survey with two-foot contours and location map. The applicant may use a copy of the Oakland County GIS base map information that can be obtained from Oakland County Planning.
 3. Photographs of the site and adjacent properties can be used to illustrate existing features relevant to the site design.
 4. Sketch plans and ideas regarding types and mix of land uses, building sizes and residential density (if appropriate), concepts for vehicular and pedestrian circulation patterns and parking, lot arrangements and setbacks, open space and public amenities.
 5. Initial proposals regarding water supply, sewage disposal, drainage and street improvements.
- b. Conceptual Site Plan Review: Based on information obtained during the pre-application meeting, the applicant shall submit an application for conceptual site plan review along with a preliminary site plan, building plans, elevations, and an illustration of site amenities, parking, landscaping, fencing, etc. This information should represent the aesthetic characteristics of the development along with an understanding of how sewage, water, public utilities and storm water control will be addressed. The information presented by the applicant and any initial reports prepared by the Planning staff and consultants shall be forwarded to the Planning Commission for their review and consideration. The property shall also be posted with a sign in the front yard that reads: "Site Under Consideration for a New Use – Call Highland Township Planning for Details (248) 887-3791, Ext. 2." The Planning Commission may grant conceptual plan approval or table the application until such time as the applicant can submit additional or revised concept plans for Planning Commission consideration.
- c. Final Site Plan Approval: Upon obtaining conceptual plan approval, the applicant shall prepare final site plans and engineering drawings for Planning Commission consideration in accordance with the provisions of Article XIV, Site Plan Review Procedures and Standards. The final site plan shall be directed to the Planning Commission for review. The final site plan shall conform substantially to the conceptual plan as approved.

908-16. Standards for Approval of the Conceptual and/or Final Site Plan Documentation

In making a decision to approve the development plans of a project in Highland Station, the Planning Commission shall find that the proposed use and improvements meet the following standards:

- a. Proposed Use: Will the use be in harmony with the goals of the Historic Highland Station? Will the use be of the size and intensity so as not to overburden the property or negatively impact adjacent parcels? Will the use add to the diversity and character of the area in which it is being proposed?

- b. **Building Design:** Will the building architectural features, size, height, location, and other similar characteristics meet the design criteria established for the Historic Highland Station?
- c. **Site Amenities:** Will site improvements, parking, landscaping, fences, driveways, walkways and other similar amenities meet the development criteria established for the Historic Highland Station?
- d. **Harmony with Surrounding Land Uses:** Will the development blend in with the site improvements and architectural designs of adjacent parcels? Are there opportunities to share and/or coordinate parking, circulation systems, landscaping, drive approaches and other similar features with adjacent parcels?
- e. **Storm Water Management:** Will storm water techniques be incorporated into the landscaping features of the site, meeting the requirements for more environmentally sensitive ways to handle storm water through best management practices under Phase II Storm Water Discharges programs?
- f. **Landscape Design:** Will the landscaping, decorative fences, street furnishings and other site features meet the intent of the design objectives established for the Historic Highland Station?
- g. **Parking, Loading and Lighting:** Does the plan provide for and integrate the parking, loading and site lighting into and around the landscape features and buildings being proposed? Are the lighting fixtures consistent with the architectural style of the buildings and the lighting standards that have been established for the Historic Highland Station?
- h. **Utilities:** Are the utilities being proposed unobtrusive, hidden or placed underground to minimize their visual impact on the development and on surrounding properties?