



CITY OF EASTPOINTE
SCREEN AND MASONRY WALL
PROCEDURES MANUAL

Revised October 2021

CITY OF EASTPOINTE

SCREEN WALL (MASONRY WALL) PROCEDURES

1. Apply to Planning Commission for review of location of screen wall:
 - a. Submit application w/ site plan and wall detail and \$100 application fee.
 - b. The applicant must attend the Planning Commission meeting. A review of the site plan will be done at a public meeting of the Planning Commission. The applicant will appear and answer any questions regarding the placement of the wall. The Board does not have the ability to waive the wall requirements. They may make minor amendments. The owners of the residential property adjacent to the new wall will be notified of the meeting and have the opportunity to ask questions at the meeting.
2. Apply for Building permit: Once the Planning Commission has approved the screen wall, the applicant (or the contractor) must submit an application for a building permit. Upon completion of the work, call for a final inspection.

The following documents are attached for your review and assistance:

1. Application to submit for Planning Commission review.
2. Copy of the ordinance regarding screening and landscaping (Article XX).

Please direct any questions you have to:

Erin Hardcastle
City of Eastpointe
Director, Building Department
586-445-3661, option 2

October 2021

City of Eastpointe

Planning Commission Application & Fees

The fee to be charged to the applicant is:

Planning Commission:

- Review of Masonry wall: \$100.00

In accordance with the terms of the zoning ordinance, masonry walls are to be reviewed by the Planning Commission. The adjacent property owner will be notified 15 days in advance that this matter is before the Planning Commission.

The applicant must submit a copy of the site plan with the details regarding the proposed masonry wall. The site plan should show compliance with the ordinance, as well as specific details regarding the proposed location and distance to site features.

Date: _____

Application No.: _____

Review Fee \$: _____

PLANNING COMMISSION

Site Plan Review for Masonry Wall

The undersigned hereby makes application to the Eastpointe Planning Commission for the construction of a masonry wall, required under the zoning ordinance.

Meetings of the Planning Commission are normally scheduled for the first Thursday of each month at 7:00 p.m. at the City Hall. The application and all necessary information must be submitted to the Building Department at least thirty days prior to the meeting. The applicant or his representative must be present when action is taken.

Re-submittals of drawings or information is required 15 days in advance of the meeting.

Applicant's Name: _____ Address: _____

City: _____ State: _____ ZIP: _____ Phone #: _____

Name of Proposed Development: _____

Proposed Use: _____

Parcel Identification Number: _____ Existing Zoning Classification: _____

Complete Legal Description (use opposite side, or attach separately)

Legal Owner: _____

Name

Address

Phone #

Signature of Applicant

Signature of Legal Owner (if not Applicant)

(print name below signature)

(print name below signature)

ARTICLE XX. - SCREENING AND LANDSCAPING

Sec. 50-230. - Intent.

Walls, earth berms, planting screens or combinations, are intended to provide forms of buffering which will provide a more compatible, safer and visually attractive physical separation of various land use types. Where necessary, these devices are intended to create a definitive site improvement, thereby minimizing the impact that one type of land use may have on another. General landscaping enhances the appearance, character and value of property while having a positive impact on the community. Landscaping breaks up masses of paved and building area and provides a cooling effect, encourages the preservation of existing vegetation where possible, and can provide a physical separation between pedestrian and vehicle traffic.

(Ord. No. 1080, 4-16-2013)

Sec. 50-231. - Screening devices required.

A screening device or combinations of screening devices, as permitted and regulated in this section, are required for those zoning districts and uses listed in this section and whenever there is a change in ownership or tenancy, There shall be provided and maintained a screening device or combination of screening devices on those sides abutting or adjacent to a residential zoning district and between any off-street parking spaces and a public right-of-way.

District or Use	Required
P-1 Vehicle Parking District	6'-0" high wall along side and rear property lines next to a nonresidential use or zoning district, and a wall meeting the requirements of <u>section 50-234</u> along the front yard setback line
Nonresidential uses permitted in residential districts not otherwise specified.	6'-0" high wall
RM-1 Multiple Family Residential (low-rise) and RM-2 Multiple Family Residential (mid-rise) Districts	6'-0" high wall
OS-1 Office Service District	6'-0" high wall
B-1 Community Business, B-2 Central Business, and B-3 General Business	6'-0" high wall
I-1 Light Industrial District	6'-0" high wall

PD Planned Development District	As required by city council upon recommendation of the planning commission
---------------------------------	--

Existing walls which exceed the above noted heights may be maintained and shall not be considered to be nonconforming in nature.

(Ord. No. 1080, 4-16-2013)

Sec. 50-232. - Screen walls.

Prior to the construction of any wall as required in this section, appropriate plans and specifications shall be provided for review and approval by the planning commission.

- (1) Screen walls shall consist of face brick, stone, colorfast poured in place concrete with brick etched exterior surfaces, or colorfast architectural masonry panels with matching concrete posts. The planning commission may approve other alternative materials upon a finding that the materials are of similar quality, durability and appearance.
- (2) Screen walls shall be located on the lot line. Exceptions may be made by the planning commission where underground utilities interfere. This chapter requires conformity with front yard setback lines in abutting residential districts or where the planning commission determines an alternative location is appropriate.
- (3) Required walls along the rear of a nonresidential zoning district that is separated from a residential zoning district by a public alley right-of-way shall be located on the residential side of the alley right-of-way along the inside edge of the public alley right-of-way or utility easement next to the residential property.
- (4) Except where a greater minimum setback is called for in the P-1 Vehicle Parking District, or by the restricted clear corner vision requirements of section 50-164. No screen wall shall extend closer than ten feet, to any property line intersected by any public right-of-way, driveway or any property line which lies adjacent to public right-of-way or driveway.
- (5) Screen walls shall have no openings for vehicular traffic or for other purposes, except as otherwise provided in this chapter.
- (6) All screen walls shall be maintained in a safe, upright and attractive condition.
- (7) Once a screen wall is constructed on a common line, all subsequently constructed screen walls shall be in compliance with the requirements of this chapter and shall consist of like materials and construction with the previously constructed screen wall unless the planning commission determines the existing wall type is undesirable to maintain and continue.
- (8) If it is determined that the residential district is a future nonresidential area, the planning commission may temporarily waive the screen wall requirements of this section for an initial period not to exceed 12 months. The granting of subsequent waivers may be permitted, provided that the planning commission shall again make the same determination for each subsequent waiver request.
- (9) A detail cross section drawing of the screen wall structure shall be submitted with any development plan

proposing construction of a screen wall structure and shall identify the exterior building wall material to be used on the wall and the color of the material. Colors shall be of a colorfast nature and shall be limited to earth tone colors, or the color of the exterior building walls of the principal building on the site.

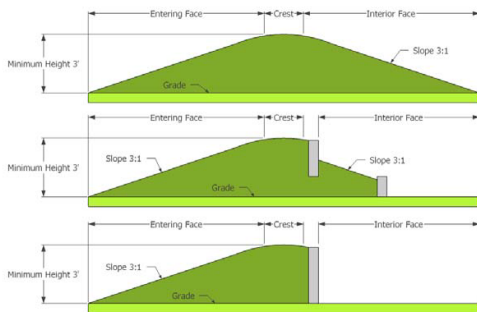
- (10) The planning commission may approve alternative screening mechanisms such as a fence, berm, landscaping, etc., in lieu of the construction of a wall. The alternative screening mechanism shall have the same screening effect as the construction of a wall.
- (11) The planning commission shall have the authority to review and approve minor amendments to the requirements for a masonry and/or screening wall required by this section. The planning commission, in determining whether to allow a minor amendment, shall follow the conditions outlined below:
 - a. Minor amendments may include:
 1. The overall height (below that normally required) or the height in certain areas (below that normally required) where clear vision may be obstructed or a taller height may not be desirable due to lot or building configuration, no structure or use to screen, etc.
 2. The location and extent of the wall along a property line or right-of-way may justify a minor amendment.
 - b. The planning commission does not have the authority to waive the requirement for a wall in its entirety. The zoning board of appeals has the authority to vary the requirement for a screen wall in its entirety.
- (12) The building department shall give 15 days' notice prior to the planning commission meeting date of any proposed or required wall or similar screening mechanism to be constructed along a residentially used or zoned property. Notice shall be provided to the legal owner of the property.

(Ord. No. 1080, 4-16-2013)

Sec. 50-233. - Earth berms.

An earth berm screen may be used as an alternative to an architectural masonry screen wall, provided the earth berm is found by the planning commission to be at least an equally effective alternative to a masonry wall at the location it is proposed.

Berms may be constructed consistent with the following guidelines:



(Ord. No. 1080, 4-16-2013)

Sec. 50-234. - Screening between parking lots and public rights-of-way.

- (a) A minimum five-foot wide landscape greenbelt shall be provided between any parking lot and any road or

street right-of-way. The planning commission may waive or modify this requirement based on existing site conditions or existing limited parking conditions.

- (b) Except as otherwise specified within the restricted clear corner vision triangle requirements of section 50-164 and in this section, the height of any permitted screening device or combination of screening devices, shall be in accordance with the following guidelines.

Screening Device	Height
Masonry wall	3.0 feet
Earth berm	3.0 feet (requires additional width of greenbelt to accomplish)
Planting materials	Shall consist of low evergreen plants or dense shrubs which shall not exceed a height of three feet.

- (c) Where the width of a greenbelt may be increased to improve its continuity with a longer greenbelt, the height of the screening device may exceed the height limitations of subsection (b) of this section, except nothing in this section shall prohibit the planting of deciduous trees within the panel in addition to, but not in place of, any required screening device.

(Ord. No. 1080, 4-16-2013)

Sec. 50-235. - Aesthetically designed landscaping features.

- (a) At least ten percent of the net usable area of a development site (less area occupied by buildings) shall be devoted to landscaping. Any peripheral land area occupied by a required earth berm or landscape screening device used to satisfy the applicable site screening requirements of this article may be counted as part of the site area landscaping obligation.
- (b) In addition to, or in conjunction with the minimum percent of landscaped site area required in section 50-235(a), off-street parking lots shall provide one tree for every five parking spaces.
- (c) All parking lot and street frontage trees required by the standards of this section shall be large deciduous trees.
- (d) Parking lot trees generated by the standards of this section shall be distributed as evenly as physically possible throughout the parking area, but emphasis shall be given to placing the trees at the ends of parking rows to enhance traffic circulation within the parking lot.
- (e) Parking lot trees shall be located in raised curb planting beds containing at least 150 square feet of area, and no tree shall be planted in such a bed closer than four feet from any raised curb line.
- (f) All parking lot landscaping shall consist of live plant material and mulch. Mulch shall not include lava, pebbles, or any kind of stones or rocks.

- (g) Street trees shall be required to be planted at a rate of one tree for each 30 feet of street frontage, except that, arterial or major collector streets, as defined by the city's master plan, the spacing shall be at a rate of one tree each 40 feet of street frontage.
- (h) All other landscaping materials placed on property for aesthetic purposes and which are not required to satisfy any planting requirements of this article, shall be placed on the property in a manner that will enhance the appearance of the site and not interfere with the safe and efficient flow of pedestrian and motor vehicle traffic.
- (i) On-site landscape features which may be counted towards meeting the minimum site landscaping area requirement set forth in subsection (a) of this section, may include architectural sidewalk treatments consisting of decorative brick pavers, etc., and which are used for more than merely gaining access to and from the site/building.
- (j) Where appropriate and feasible, landscape sprinklers shall be provided in all areas where live plant material is planned.
- (k) The planning commission may waive or modify these requirements based on existing site conditions or existing limited site and parking conditions. The planning commission may allow for a payment in lieu of tree planting, in an amount to be established by resolution of the city council, from time to time, to be used for tree planting elsewhere in the city. In doing so, it shall seek to achieve rough proportionality between the number or trees that would be required to be planted under this section and those that are actually being planted per the site plan.

(Ord. No. 1080, 4-16-2013; Ord. No. 1147, 12-5-2017)

Sec. 50-236. - Trash receptacles and climate control systems screening.

Any new or altered land use which has a need for a trash receptacle and exposed climate control equipment requires submittal of a site plan for review by the planning commission as set forth and regulated in this chapter and shall comply with the following applicable requirements:

(1) *Screening trash receptacles.*

- a. All refuse to be disposed of shall consist only of nonhazardous waste materials generated by the use or uses for which the trash receptacle is intended.
- b. All refuse shall be placed in an approved receptacle and the receptacle shall be kept within an approved screening structure.
- c. The screen wall structure shall be six feet in height. Gates shall consist of wood or composite materials. Permitted materials where possible, shall consist of the same material and the same color as the front facade of the principal use of the site, except in those instances where the trash receptacle screen wall is to be made an integral part of a required architectural masonry screen wall structure.
- d. In no instance shall any refuse be visible above the screen wall structure and no refuse shall be stored between the walls of a trash receptacle and the walls of its screening structure.
- e. The floor of a trash receptacle screen wall structure shall consist of a reinforced concrete material built to applicable city codes and shall extend outward from the front gate of the screen wall structure a distance of ten feet across the full width of the structure.
- f. Bollards and/or other protective measures shall be installed as needed to adequately protect the

screen wall structure.

- g. Trash receptacles shall be restricted to locations within the rear yard, except in the case of a corner or double frontage lot, the receptacle may, with planning commission approval, be located within an interior side yard. If it becomes necessary to place a trash receptacle in an interior side yard, it shall be placed as far from any residential dwelling as physically possible.
- h. Trash receptacles shall be placed so that they can be efficiently approached and serviced.
- i. Trash receptacles shall be maintained in a clean and orderly manner as well as the screen wall structure and its interior area.

(2) *Screening climate control equipment.*

- a. When climate control equipment is placed on a flat roof of a building, it shall be located to the interior of the roof and out of sight from ground eye level. When climate control equipment must be placed at or near the edge of a flat roof building, it shall be screened from view with architectural screening material, but not including fencing, or by the upward continuation of the exterior building wall material along the wall edge the equipment will be next to or near, with the remaining sides screened with architectural material.
- b. When placed on top of a building with a pitched roof, all climate control equipment so located shall be effectively screened from view with architectural screening material, but not including fencing.
- c. When placed on the ground, climate control equipment shall be placed in the rear yard area next to the building it is designed to serve. In the instance of a corner or double frontage lot, climate control equipment may, with planning commission approval, be located in an interior side yard next to the building it is designed to serve.
- d. When placed on the ground all climate control equipment shall be effectively screened, including all electrical control panels and boxes, with the same masonry materials used on the exterior face of the building walls, or by screen planting materials. When landscape planting materials are used, they shall be of a type that will create an immediate, year-round screening device. All such landscaping materials shall be maintained in a living growing condition, neat and orderly in appearance.

(Ord. No. 1080, 4-16-2013)

Sec. 50-237. - Seasonal planting guidelines.

Whenever landscaping is required, either as part of a planting screen or as part of any general aesthetic site landscaping, all landscaping shall be planted in accordance with the following guidelines:

- (1) If a use is ready for occupancy between April 1 and September 30, a certificate of occupancy may be issued by the city. All landscape planting materials shall be planted within 30 days from the date of issuance of an occupancy permit. If a use is ready for occupancy between October 1 and March 31, a temporary certificate of occupancy may be issued by the city. If necessary, the city may allow all landscape planting materials be planted within 60 days after March 31. Failure to have all planting materials planted within these time frames shall be grounds for revoking or terminating the occupancy permit. If the occupancy permit has been revoked or terminated, no additional certificate of occupancy, either temporary or final, shall be issued until all required landscape planting materials have been planted.

- (2) A period of establishment shall start upon completion of all planting and shall continue through the succeeding summer growing season of May through September.
- (3) The city may require the submittal of cost estimates for the purchase and installation of all landscape planting materials as part of any financial surety the city may require guaranteeing installation of all approved planting materials.

(Ord. No. 1080, 4-16-2013)

Sec. 50-238. - Required conditions.

The following requirements where applicable shall apply to all landscaping whether part of any required planting screen or part of any aesthetic landscaping treatments:

- (1) All planting materials shall consist of living plant material that meets or exceeds the American Association of Nurserymen Standards.
- (2) All planting materials shall be nursery-grown, state department of agriculture approved and shall be commonly available in the hardiness zone five classification.
- (3) Landscape planting materials placed on a site shall consist of materials that are indigenous to southeast Michigan.
- (4) All landscape planting materials shall be balled in burlap or shall be container grown.
- (5) When planting materials are part of a permitted planting screen or buffer between non-like uses the following applicable standards shall apply:
 - a. Evergreen trees.
 - 1. Shall not be less than five feet high at the time of planting.
 - 2. Planting rate:

Screen Type	Spacing (maximum spacing)
Single row of evergreens	Ten feet on center
Double row of evergreens	15 feet on center
Natural setting	Equivalent to ten feet on center

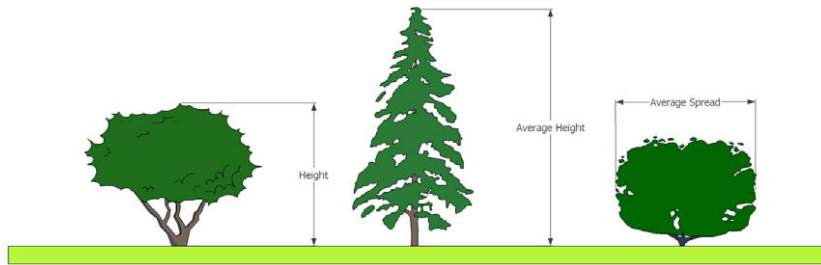
- 3. Planting areas shall be sufficient to accommodate the trees at maturity.
- 4. If spaced farther apart, additional screen planting materials acceptable to the planning commission shall be used as in fill to achieve the required screening effect intended for a planting screen.
- b. Narrow evergreen trees.
 - 1. Shall not be less than five feet high at the time of planting.
 - 2. Planting rate:

Screen Type	Spacing (maximum spacing)
Single row of evergreens	Five feet on center
Double row of evergreens	Ten feet on center
Natural setting	Equivalent to ten feet on center

3. If spaced farther apart, additional screen planting materials acceptable to the planning commission shall be used as in fill to achieve the required screening effect intended for a planting screen.
- c. Large shrubs.
1. Shall not be less than 30 inches high at the time of planting.
 2. Planting rate:

Screen Type	Spacing (maximum spacing)
Single row of shrubs	Four feet on center
Natural setting	Equivalent to six feet on center

3. If spaced farther apart, additional screen planting materials acceptable to the planning commission, shall be used as in fill to achieve the required screening effect intended for a planting screen.
- d. Small shrubs.
1. Shall not have a spread of less than 18 inches at the time of planting.
 2. Shall be planted not more than four feet on centers.
- e. Large deciduous trees.
1. Shall not be less than two and one-half inches in caliper.
 2. Shall be planted not more than 30 feet on centers.
- f. Small deciduous trees.
1. Shall not be less than two inches in trunk caliper.
 2. Shall be spaced not more than 15 feet on centers.



- (6) Suggested planting materials should include, but not necessarily be limited to, the following:
- a. Evergreen trees: *Abies* (fir), *Picea* (spruce), *Pinus* (pine), *Pseudotsuga* (Douglas fir), *Tsuga* (hemlock). Exceptions: dwarf, globe, pendulous species/cultivars;
 - b. Narrow evergreen trees: *Juniperus* (juniper), *Thuja* (arborvitae). Exceptions: dwarf, globe, spreading species/cultivars;
 - c. Large deciduous trees: *Acer* (maple, except Japanese), *Betula* (birch), *Frazinus* (ash), *Gleditsia* (honey locust, thornless cultivars only), *Gingko* (ginkgo), *Platanus* (sycamore, linden), *Quercus* (oak);
 - d. Small deciduous trees: *Amelanchier* (juneberry), *Cercis* (redbud), *Cornus* (dogwood, tree form), *Crataegus* (hawthorn), *Malus* (crabapple, disease resistant cultivars), *Prunus* (flowering plum, tree form), *Pyrus* (flowering pear), *Sorbus* (mountain ash), *Syringa* (lilac, tree form);
 - e. Large deciduous and broadleaf evergreen shrubs, defined as plants maturing at five feet and up: *Cornus* (dogwood, shrub form), *Cotoneaster* (cotoneaster), *Forsythia* (forsythia), *Lonicera* (honeysuckle), *Philadelphus* (mock orange), *Prunus* (flowering plum), *Rhamnus* (buckthorn), *Rhus* (sumac), *Spiraea* (spirea), *Syringa* (lilac), *Viburnum* (viburnum), *Weigela* (weigela);
 - f. Large evergreen shrubs: *Juniperus* (hertz, pfitzer, savin juniper), *Taxus Cuspidate* (pyramidal Japanese yew);
 - g. Small deciduous and broadleaf evergreen shrubs defined as plants maturing under five feet: *Berberis* (barberry), *Buxus* (boxwood), *Chaenomeles* (quince), *Cotoneaster* (cotoneaster), *Euonymus* (euonymus), *Forsythia* (forsythia), *Hydrangea* (hydrangea), *Ilex* (holly), *Ligustrum* (privet), *Lonicera* (honeysuckle), *Potentilla* (potentilla), *Ribes* (currant, willow), *Spiraea* (spirea), *Spiraea* (syringa), *Lilac* (viburnum), *Weigela* (weigela);
 - h. Small evergreen shrubs: *Abies* (fir), *Chamaecyparis* (false cypress), *Juniperus* (low spreading junipers), *Picea* (spruce), *Pinus* (pine), *Taxus* (globe, spreading, upright yew), *Thuja* (globe, dwarf arborvitae).
- (7) Landscape planting materials that are discouraged include the following materials:
- a. Box elder;
 - b. Elm;
 - c. Willow;
 - d. Tree of heaven;
 - e. Poplar;
 - f. Horse chestnut (nut bearing);
 - g. Catalpa; and

h. Buckeye.

- (8) Planting materials shall be maintained in a healthy, growing condition. All unhealthy and dead material shall be replaced within one year, or the next appropriate planting season.
- (9) Whenever any planting materials shall approach a street or alley right-of-way or driveway entrance, the restricted clear corner vision requirements of section 50-164 shall be observed.
- (10) Planting materials with root systems that are known to cause damage to public utilities, sidewalks and streets shall not be placed closer than 12 feet from the street, utility or sidewalk.
- (11) Top pruning or other severe pruning or maintenance practices involving landscape materials, that result in stunted, abnormal, or other unreasonable deviation from the normal healthy growth of trees, shrubs and other landscaping materials, shall be considered as destroying such materials and replacement shall be required.
- (12) Existing trees may be used to fulfill the landscape planting requirements, so long as they meet the minimum applicable size and spacing requirements set forth in this article and are in a healthy, living condition.
- (13) No approved landscaped area shall be removed, diminished or destroyed, without first receiving approval of a revised landscape planting plan.
- (14) The location of any architectural masonry screen wall, shall be shown on the site plan and a detailed cross section drawing shall be provided. The detail cross section shall be drawn to scale and shall show the height of the wall, the type of exterior building wall material that the wall will consist of and its color. Like information shall be provided on a site plan for any trash receptacle or climate control screen wall structure. When a required screening device consists of a landscaped earth berm or landscape planting screen, the location of the screening device shall be shown on a site plan along with a detail cross section of the earth berm or planting screen. They shall be drawn to scale and shall depict the location of all planting materials as well as identifying them by name, and giving their size at the time of planting and their expected height at maturity. When a landscaped earth berm is involved, topographic contours of the earth berm shall be provided at one foot intervals.
- (15) All landscaped areas shall be provided with an in ground automated irrigation system, or when acceptable to the planning commission, another form.
- (16) In addition to providing the necessary information for a landscaped earth berm screen or a planting screen, an accurate cost estimate for creating the berm and all associated landscaping and irrigation materials, shall be submitted for review and approval by the building official. Submittal of a financial surety in an amount at least equal to the estimated cost of the landscaping improvements plus ten percent may be required of the applicant by the building official prior to issuance of a building permit if the landscaping improvements have not been put in place.

(Ord. No. 1080, 4-16-2013)