



# PLAN COMMISSION STAFF REPORT

**To:** Members of the Plan Commission

**From:** Sergio Mendoza, Planning Director

**Meeting Date:** September 9, 2025

**Agenda Item:** PC 25-012

**Application Type:** Development Plan

**Hearing:** Public

**Summary:** Applicant is requesting review and consideration for a single-site Development Plan to include employee off-street parking, vehicular emergency exit connection, screening, landscaping, lighting, and refuse area at Crew Car Wash located at 111 Ridge Road.

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**Applicant:** Bruce Boyer, representing Crew Car Wash

**Property Address:** 111 Ridge Road and 8234-37 Forest Avenue

**Current Zoning:** CD-4. A. General Urban (commercial)

**Adjacent Zoning:** North: CD-3-R1 70' One-Family (Residential)  
South: CD-4. A. General Urban (commercial)  
East: CD-4. A. General Urban (commercial)  
West: CD-4. A. General Urban (commercial)

**Applicant Requesting:** Approval

**Actions Required:** Review Applicable Codes  
Findings of Fact

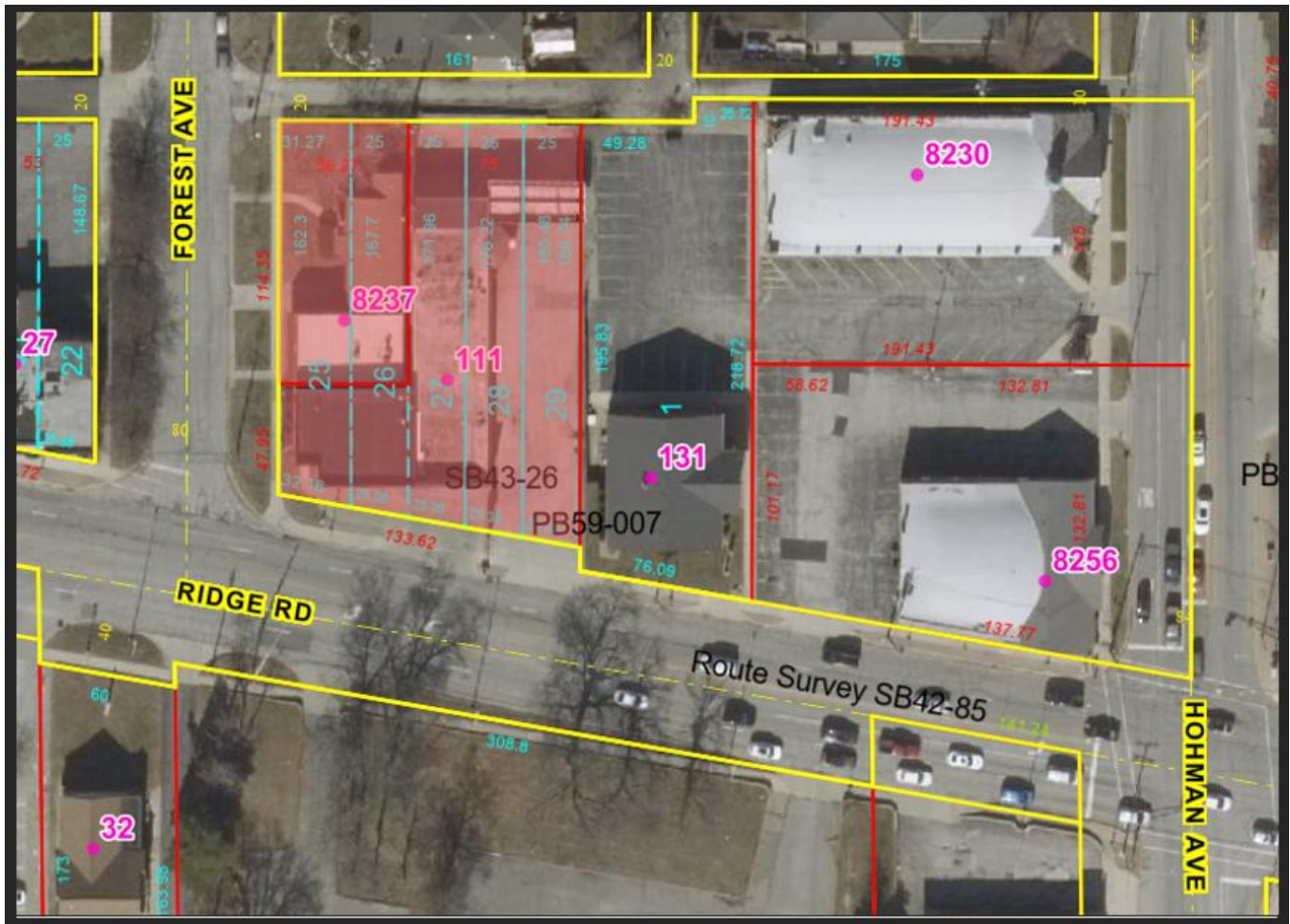
**Staff Recommendation:** Open and continue Public Hearing to October 14, 2025

**Attachments:**

1. Application, Exhibit A
2. Site Work Plans, Exhibit B
3. Landscape Plan, Exhibit C
4. Photometric Plan, Exhibit D
5. Lightmetric Plan, Exhibit E
6. Lighting Specs, Exhibit F

**PROJECT LOCATION**

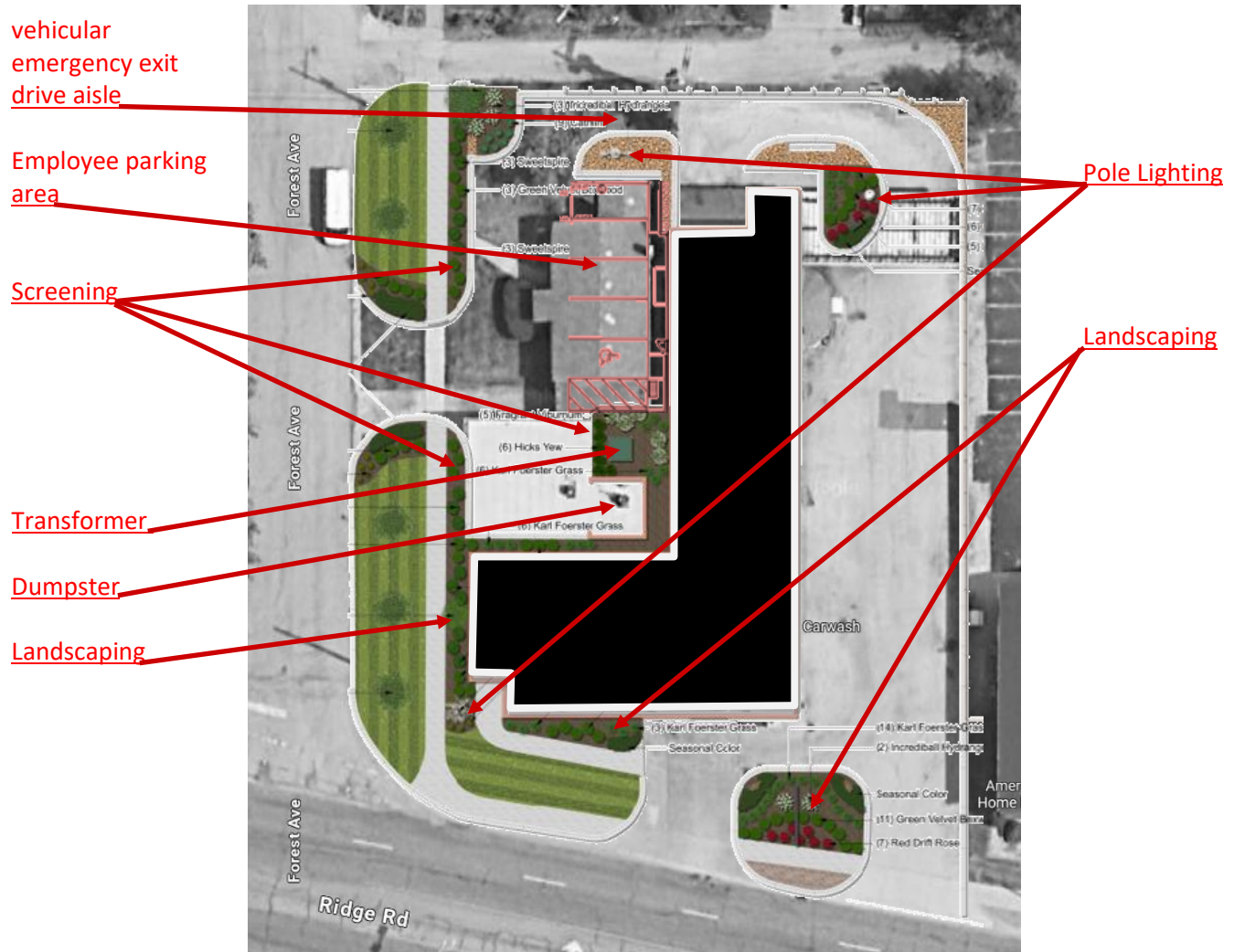
The proposed development plan is located at the northeast corner of Ridge Road and Forest Avenue, west of Homan Avenue. The subject site is commonly known as Crew Car Wash, 111 Ridge Road.

**PROJECT BRIEFING**

This former car wash has been renovated and reopened as a Crew Car Wash. The project consisted of renovating an existing one-story carwash tunnel of approximately 5,780 square feet of total floor area with three lanes for customers to select and pay for their vehicle wash at 111 Ridge Road. The project also razed two buildings at 8237 Forest Avenue, a residential structure and a retail structure. The applicant also received approval from certain development standards to help advance this project.

On January 9, 2024 the Board of Zoning Appeals signed Finding of Fact for multiple Developmental Standards Variances requested in BZA23-010. The variances requested and approved were for an off-site dumpster location, landscape reduction in the first lot layer, and reuse of an existing pole sign at 111 Ridge Road, with the following conditions: 6' High fence be installed on top of the reconstructed retaining wall; winter hours of 7 a.m. to 8 p.m. between November and March; No vacuum facilities will be installed on the site.

Crew Car Wash has now returned with two interests for Plan Commission consideration. The first is a one lot subdivision to combine the following parcels: **BROADMOOR SUBDIVISION, BLOCK 4, NORTH 114.35FT OF LOTS 25 & 26** and **BROADMOOR SUBDIVISION, BLOCK 4, LOTS 27, 28, 29, and LOTS 25 & 26, excluding the north 114.35FT** into a one lot subdivision to be known as **LOT 1 of CREW CAR WASH MUNSTER**. The second interest is for Development Plan review for what will be a 0.52 acre single-site for Crew Car Wash. The Development Plan includes employee parking area, vehicular emergency exit drive aisle, screening, landscaping, lighting, and dumpster relocation.

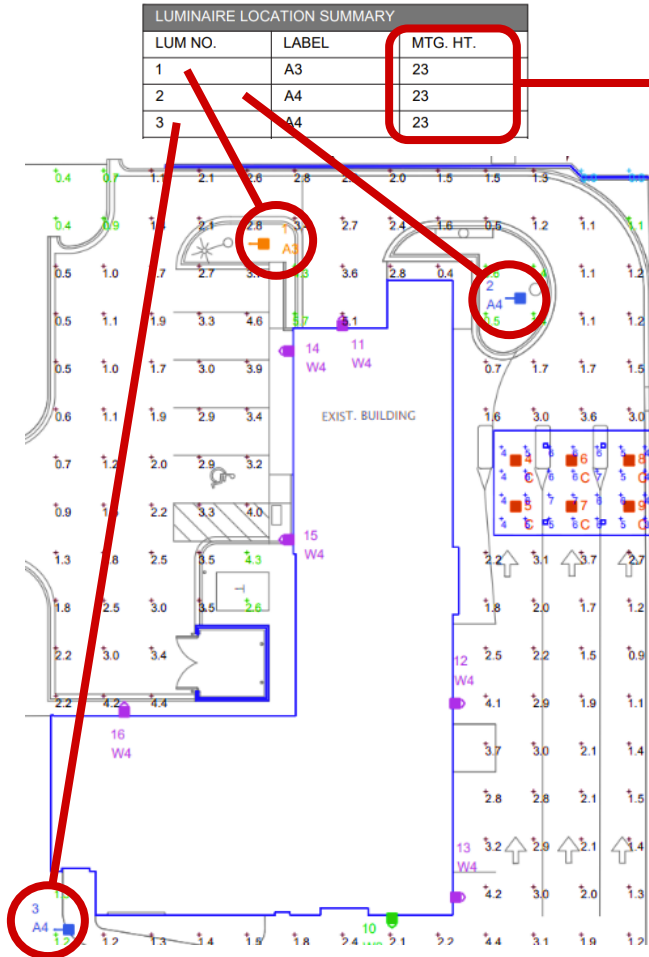


If the proposed 1-lot subdivision is approved and recorded, then the previously granted off-site dumpster variance would no longer be necessary because the proposed dumpster would comply with the zoning code requirement of dumpsters must be located on the same lot as the primary structure. In addition, all other Development Plan Standards must comply with the Character Based Zoning Code or as granted by the BZA Development Standards Variances. Including:

- Reduced landscape standards in the first lot layer.
- One parking space per wash rack.
- Screening of utilities and parking.
- Enclosed dumpster made of the same material as the primary structure.
- Six wall-light fixtures are 3000K fully shielded and cut-off, per the manufacturer specs provided.

However, additional information is required regarding the proposed pole lights. Manufacturer specs for the pole lights have not been provided and all proposed lighting will need to comply with the Character Based Zoning Code or secure a BZA Variance approval.

## Proposed Lighting Review:



Proposed lighting does not meet the height requirement, and the manufacturer specs have not been submitted to confirm head type compliance.

SYMBOL	QTY	CATALOG LOGIC
	1	OSQ-ML-C-XX-XX + OSQM-C-6L-30K7-3B-UL-NM-XX-Q1
	2	OSQ-ML-C-XX-XX + OSQM-C-16L-30K7-4B-UL-NM-XX-Q1
	6	CAN-304-PS-RS-04-E-UL-XX-700-30K-DIM (SET @ 1.1V)(SPECIAL ORDER)
	1	SEC-EDG-3M-WM-06-E-UL-XX-525-30K-DIM (SET @ 5.2V)
	6	DSXW1LED- P6-30K-80CRI-T4M-MVOLT-XX



## D-Series Size 1 LED Wall Luminaire



Proposed wall lighting complies with the full cut off or fully shielded and the manufacturer specs can be reviewed in Exhibit F

### CHARACTER BASED ZONING CODE

#### Applicable Lighting Standard:

- Lighting Standard Heights
- Lighting Head Types

#### 2. Lighting Standards or Poles.

- Lighting standards shall comply with **Table 26-6.405.Q-1 (Private Lighting Types)**.
- A lighting standard shall be of a height and design consistent with the surrounding area Buildings but in no event higher than twenty feet (20').

TABLE 26-6.26-6.405.Q-1 PRIVATE LIGHTING TYPES

LIGHTING TYPE	CD-3	CD-3 R.1	CD-3 R.2	CD-3 R.3	CD-4 R.4	CD-4.A, CD-4.B
HEAD/LUMINAIRE TYPES						
Cobra Head	NP	NR	NR	NR	NR	NP
Off-Road Head	NP	NR	NR	NR	NR	NP
Colonial Head	P	NR	NR	NR	NR	P
Coach Head	P	NR	NR	NR	NR	P
Acorn Head	P	NR	NR	NR	NR	P

TABLE 26-6.405.Q-2 (PRIVATE LIGHTING STANDARDS)

District	Min/Max Lighting Level at Property and Frontage Lines (in foot-candles)
CD-3, CD-3.R1, CD-3.R2, CD-3.R3	0 fc @ property line Adjacent to CD-3, CD-3.R1, CD-3.R2, CD-3.R3 Otherwise, 0-1.0 fc
CD-4.R4, CD-4.A & CD-4.B, CD-5 & SD-M	0 fc @ property line Adjacent to CD-3, CD-3.R1, CD-3.R2, CD-3.R3 Otherwise, 1.0-2.0 fc
SD-PUD	Per PUD Approved Standards

- Color temperature of lighting shall not exceed 3000K.

#### 4. Lighting Fixtures.

Lighting fixtures must be full cut off or fully shielded and directed down.

**DEVELOPMENT PLAN CODE:**

In reviewing, recommending, and taking action on a Development Plan/Site Plan, the recommending and the Decision-Making Authority shall take into consideration all relevant and material factors and shall ensure that the Site Plan and Site Plan application comply with all of the following, and shall establish any appropriate conditions and safeguards in harmony with the general purpose and intent of this Article:

- a. Compliance with Comprehensive Plan, this Article, Subdivision Regulations, & Building Code. The proposed Development and the Site Plan and Site Plan application must comply with the Town Comprehensive Plan, this Article, the Town Subdivision Regulations, the Town Building Code.
- b. Public services.
  - i. The proposed Development shall not pose an undue burden on police or fire services.
  - ii. If the Development results in a significant increase for park, school, or other public services, property dedicated for these purposes shall be required as a condition of Development.
  - iii. Appropriate right-of-way and Easement dedications shall occur in order to provide necessary access for proper utility maintenance.
  - iv. Streets internal to a Development may be dedicated or private, depending on their design and function.
- c. Supplemental Development Standards.  
Without limitation to Sections 26-6.804. G.8.a-b, the proposed Development, Site Plan, and Site Plan application must comply with the following:
  - i. The Supplemental Development Standards of Section 26-6.602 (Site Grading). The Supplemental Development Standards of Section 26-6.603 (Site Drainage).
  - ii. The Supplemental Development Standards of Section 26-6.604 (Sewage).
  - iii. The Supplemental Development Standards of Section 26-6.605 (Utilities).  
The Supplemental Development Standards of Section 26-6.606 (Traffic Circulation).  
The Supplemental Development Standards of Section 26-6.607 (Facilities for Persons with Disabilities).
  - iv. The Supplemental Development Standards of Section 26-6.608 (Preservation of Natural Features).
  - v. The Supplemental Development Standards of Section 26-6.609 (Areas of Special Flood Hazard).

**SECTION 26-6.804. G. 5. Applicability; Types of Site Plans. (MZC pg. 382)**

- a. In all Zoning Districts other than Districts CD-3, CD-3.R1, CD-3.R2, and CD-3.R3, Site Plan approval from either the Plan Commission or the Zoning Administrator, as applicable under paragraph i or ii below, must be obtained:
  - i. from the Plan Commission prior to any of the following and for any plan or proposal pursuant to which any of the following is to be erected, Developed, re-Developed, Improved, Substantially Modified, or occur:
    - I. a Structure other than a Single-Family Detached Dwelling or Two-Family Detached Dwelling;
    - II. a Parking Area or Parking Lot;
    - V. any Use of vacant land;
    - VIII. a change in Use that will affect the characteristics or impact to the site or the Town with respect to traffic, access, drainage, utilities, or Town services, as determined by the Planning Director;
    - IX. Facade improvements for which a Building Permit is required and which affect greater than fifty percent (50%) of any street-facing Facade, excluding Ordinary Maintenance and Repair;
  - ii. from the Zoning Administrator prior to any of the following and for any plan or proposal pursuant to which any of the following is to be erected, Developed, re-Developed, Improved, modified, or occur:



- I. any change of Use of any part of an existing Building other than a change of Use described in Section 26-6.804.G.5.a.i; or
- II. any Alteration or modification to a parcel of land, such as changes to parking layout, Driveways, landscaped areas, Screening, Wall, or fences, or public walkways other than those described in Sections 26-6.804.G.5.a.i.; or
- III. any modification to a Building or other Structure other than Ordinary Maintenance or Repair or a Substantial Modification.

**STAFF FINDINGS AND RECOMMENDATION:**

Staff finds the applicant and interested parties have submitted a complete application, including limited power of attorney affidavit, as well as fulfilling the Public Notice Requirements. However, staff finds that additional supporting document(s) are required to confirm all proposed lighting standards comply with the character based zoning code height requirements and lighting head type. Staff is requesting the manufacturer lighting specs for the following manufacturer / lighting specs:

- Cree Inc. / OSQ-ML-C-XX-XX + OSQM-C-6L-30K7-3B-UL-NM-XX-Q1
- Cree Lighting / OSQ-ML-C-XX-XX + OSQM-C-16L-30K7-4B-UL-NM-XX-Q1
- CREE, INC. / CAN-304-PS-RS-04-E-UL-XX-700-30K-DIM (SET @ 1.1V)(SPECIAL ORDER)
- Cree Lighting / SEC-EDG-3M-WM-06-E-UL-XX-525-30K-DIM (SET @ 5.2V)

Staff recommends that the application be tabled to next month to allow the petitioner time to submit additional development plan supporting documents.

**MOTION:**

Plan Commission may consider the following motion:

*Motion to DEFER PC 25-012 to next month so additional Lighting Standard information can be submitted and continue the public hearing for the Crew Car Wash Development Plan, including all discussion and findings.*