

GENOA TOWNSHIP
PLANNING COMMISSION
WORK SESSION
May 24, 2004
6:30 P.M.
MINUTES

The work session of the Planning Commission was called to order by Chairman Don Pobuda at 6:30 p.m. The following commission members were present constituting a quorum for transaction of business: Don Pobuda, Barbara Figurski, Bill Litogot and Dean Tengal. Also present was Kelly Kolakowski, Township Planner; Jeff Purdy from Langworthy, Strader, LeBlanc & Associates, Inc. and Debra McAvoy and Tesha Humphriss from Tetra Tech, MPS. By the end of the work session, there were a few persons in the audience.

Items scheduled for action during the regular session of the commission were discussed.

GENOA TOWNSHIP
PLANNING COMMISSION
PUBLIC HEARING
7:00 P.M.
MINUTES

The regular session of the Planning Commission was called to order by Chairman Don Pobuda at 7:01 p.m.

The Pledge of Allegiance was recited and a moment of silence was observed.

Moved by Litogot, seconded by Figurski, to approve the Agenda as written.
The motion carried unanimously.

The call to the public was made to discuss items not on the agenda. There was no response and the call to the public was closed at 7:02 p.m. Chairman Pobuda noted that the Board will not begin any new business after 10:00 p.m.

OPEN PUBLIC HEARING # 1...Review of site plan application, site plan, and environmental impact assessment for proposed 18,000 sq. ft. multi-tenant warehouse building located north of Grand River Ave., on the west side of Pless Dr., Section 13, petitioned by Genoa Industrial, LLC. (PC 04-01)

- Planning Commission disposition of petition
 - A. Recommendation regarding impact assessment.
 - B. Disposition of site plan.

Mr. James Barnwell of Desine Engineering was present to represent the petitioner. At the last Planning Commission meeting, there were some architectural, landscaping, housekeeping, and Dumpster enclosure issues with their plan. They have addressed these issues.

1. They have amended the landscape plan to add additional shrubs along the fence between Brighton Electric as well as adding trees in the rear and at the northeast corner.
2. The building has been changed to include 8 feet of scored block and they have reduced the size of the garage doors. He showed samples of the block.
3. The Dumpster enclosure will now be built of brick to match the building.

Commissioner Figurski noted that the trees along Pless will not be able to be planted until the drain field is abandoned. Mr. Barnwell confirmed this; however, he does not know how long this will be.

Mr. Purdy stated that the Planning Commission needs to approve the architecture and the location of the waste receptacle, which is located within a required side yard setback. All Commissioners approved these two items.

The Township Engineer has no outstanding issues.

The call to the public was made at 7:09 p.m. with no response.

Moved by Figurski, seconded by Litogot, to recommend to the Township Board approval of the Impact Assessment dated May 4, 2004 for an 18,000 sq. ft. multi-tenant warehouse building located north of Grand River Ave., on the west side of Pless Dr., Section 13, petitioned by Genoa Industrial, LLC. **The motion carried unanimously.**

Moved by Litogot, seconded by Figurski, to approve the Site Plan dated May 4, 2004, with revisions showed this evening, for an 18,000 sq. ft. multi-tenant warehouse building located north of Grand River Ave., on the west side of Pless Dr., Section 13, petitioned by Genoa Industrial, LLC with the following conditions:

1. The Planning Commission approves the proposed architecture, building materials, and colors.
2. The Planning Commission approves the waste receptacle enclosure materials, size, and location.
3. There will be no outside storage of building materials, supplies, unlicensed or licensed vehicles.
4. Dust control measures will be added.

The motion carried unanimously.

OPEN PUBLIC HEARING # 2...Review of special use application, site plan, and environmental impact assessment for proposed 14,400 sq. ft. addition, and a 3,600 sq. ft. exterior canopy located at 1153 Grand Oaks Drive, south of Grand

River Ave. on the east side of Grand Oaks Drive, Section 8, petitioned by Contracting Management Corp. (PC 04-09)

- Planning Commission disposition of petition
 - A. Recommendation regarding special use.
 - B. Recommendation regarding impact assessment.
 - C. Recommendation regarding site plan.

Ms. Kelly Crannell of Boss Engineering, the Project Manager, Mr. Beebe, the president of Highland Engineering, and Scott Heff, the architect, were present to represent the petitioner.

Ms. Crannell stated they are proposing to build a 14,400 square foot addition to the existing building. They are proposing to add additional detention due to the increased impervious area and would like to add a third entrance to the site, which would alleviate some of the truck traffic on Grand Oaks Drive. Trucks would then be able to enter and then back up on the site.

Commissioner Litogot questioned what the canopy will be used for. Mr. Beebe stated they make water treatment equipment for the Department of Defense and they need to operate the equipment to test it and this needs to be done outside. They will also use it for short-term storage of scrap materials.

Mr. Purdy reviewed his letter of May 18, 2004.

1. The Planning Commission needs to approve the building architecture and building materials. The petitioner did not have sample building materials, but will match all architecture and materials on the current building. All Commissioners approved.
2. The Planning Commission needs to approve the third driveway. Mr. Purdy stated the Township tries to limit access points to a site. Chairman Pobuda asked how often the business receives deliveries. Mr. Beebe stated approximately two to three times a day. All Commissioners approved the third driveway.
3. Five of the required canopy trees have been substituted for ornamental trees; however, the Planning Commission can approve the substitution. Ms. Crannell stated the landscape architect spoke to Ms. Kolakowski and she felt the substitution was satisfactory. All Commissioners agree.

Ms. Humphriss reviewed her letter of May 19, 2004.

1. The Livingston County Drain Commission requires a minimum of one-foot of freeboard over the water elevation on a detention pond and the petitioner is proposing a .05-foot freeboard. Ms. Crannell stated there are still two points of relief before the detention system would ever get to the building. They feel the .05-foot of freeboard is adequate. She has received the Drain Commissioner's comments and they did not address

- this. She added that they will address all of the Drain Commissioner's concerns in his letter. Ms. Humphriss stated that if the Drain Commissioner approves this, then she would agree. Chairman Pobuda questioned if Ms. Humphriss has seen the Drain Commissioner's letter. Ms. Humphriss stated she received it today and he did not address this issue due to the fact that he needed other calculations first.
2. The petitioner should modify the proposed storm sewer pipe on the east side of the addition from 10 inches to 12 inches. The petitioner will comply.
 3. The inverts of the proposed storm sewer should be added to the plans. The petitioner will comply.
 4. The proposed lawn slope east of the retention pond between the proposed fence and retaining wall exceeds the maximum slope of 1:4. The petitioner is proposing a 1:3 slope. Ms. Crannell stated there is a large slope elevation at the property line and the proposed building. They can control this slope with an erosion blanket such as a mulch blanket or sod. Ms. Humphriss feels this is acceptable.
 5. A minimum casing pipe of 20 inches should be installed around the 6-inch water main to ensure enough room is allowed between the proposed water main and the casing pipe. The petitioner will comply with this request.
 6. The petitioner should provide a minimum of a 25-foot-wide easement for maintenance of the proposed water main to the additional hydrant. The petitioner will comply.

Ms. Humphriss asked for the petitioner to address the Drain Commissioner's letter dated May 20, 2004. Ms. Crannell stated they received the letter today and have not addressed the issues at this point. She advised they would work with the Drain Commissioner and they request that if approval is recommended this evening, it could be conditioned upon their compliance with the Drain Commissioner. Chairman Pobuda advised that if the Drain Commissioner suggests major changes or recommendations, it may change the way the site is laid out. Ms. Crannell stated she had a pre-planning meeting with the Drain Commissioner and their comments did not seem to get communicated to the person that wrote the review letter. If there were major changes, they would need to return to the Planning Commission for site plan approval.

Ms. Humphriss read the Drain Commissioner's letter and Ms. Crannell reiterated that they will work with the Drain Commissioner to satisfy their concerns. She asked the Planning Commission to make their approval conditioned upon approval from the Drain Commissioner.

Mr. Beebe stated they are very busy and would like to go forward with this addition. Ms. Kolakowski stated that if the petitioner was tabled this evening, they could return to the Planning Commission in two weeks and still be on the Township Board's agenda on June 21st.

Moved by Litogot, seconded by Figurski, to table the request for a 14,400 sq. ft. addition, and a 3,600 sq. ft. exterior canopy located at 1153 Grand Oaks Drive, south of Grand River Ave. on the east side of Grand Oaks Drive, Section 8, petitioned by Contracting Management Corp. so the petitioner can provide information needed and address the issues of the Township Engineer and Livingston County Drain Commissioner. **The motion carried unanimously.**

OPEN PUBLIC HEARING # 3...Review of site plan application, site plan, and environmental impact assessment for proposed 3,665 sq. ft. addition and renovation to existing banquet facility located on the south side of East Grand River, between Gray and Dorr Roads, Section 10, petitioned by Mike Boggio. (PC 04-10)

- Planning Commission disposition of petition
 - A. Recommendation regarding impact assessment.
 - B. Disposition regarding site plan.

Mr. Michael Boggio, the project architect, and Mr. Simon Thomas, one of the owners of Crystal Gardens, were present to represent the petitioner.

Mr. Boggio stated Mr. Thomas has purchased the existing Lakepointe Manor facility and is planning a major renovation. He showed colored elevations and building material samples. They will not be making any changes to the entrance to the site on Grand River and current parking; however, they will be adding landscape islands in front of the new entrance. They will also be enhancing the landscaping and paving around the building. The addition will consist of only 3,000 square feet and will consist mostly of the entranceway. They showed colored pictures of the inside of Mr. Thomas' other facilities. This will be an upscale banquet hall and entertainment complex.

Mr. Thomas stated he will do a major transformation of the facility to bring it up to the level of service they want to provide. They will be hosting weddings, business functions, conferences, and Vegas-style entertainment once a month.

Chairman Pobuda questioned the capacity of the building. Mr. Boggio stated it holds 800 to 900 people when all of the rooms are broken down and used as one. Chairman Pobuda questioned how this affects the parking. Mr. Purdy stated there are 500 parking spaces on the site, so this is satisfactory. Mr. Boggio stated they did a parking tabulation. There are currently 508 spaces. They will be removing 28 in favor of landscaping. They could still accommodate the visitors and 40 employees. This is taken from the ordinance as well as the history from other facilities.

Chairman Pobuda questioned if the entrance could handle that amount of traffic. Ms. Huntley stated it is a standard 30-foot wide entrance and is sufficient.

Commissioner Litogot questioned the proposed building sign. Mr. Boggio stated they are proposing two freestanding signs and no building signs. They will remove the existing sign and place a new sign, which will be over what the ordinance allows. The ordinance allows a 100-square foot wall sign and a 72-square foot ground sign and they are proposing a 108-square foot ground sign and a 15-square foot entrance sign for a total of 123 square feet, which is under the ordinance. The road sign is 15 feet high on a two-foot berm. They are proposing a colored, changeable "TV-screen-type" sign. Mr. Purdy stated the Planning Commission cannot approve a sign that is larger than the ordinance allows. ZBA approval would be required. He added that electronic changeable message signs are not allowed in the Township by ordinance. Also, the second freestanding sign is not allowed. Mr. Boggio stated he thought the Planning Commission had flexibility with regard to signage. They are actually less square footage than the ordinance allows. The second sign is a six-foot high sign by the entrance. Ms. Kolakowski stated the Planning Commission can approve a 10 percent increase in size for the entrance sign, which would be a total of 79-square feet. The petitioner would like that approval and will change the second sign to a wall sign.

Mr. Purdy reviewed his letter of May 18, 2004.

1. Any rooftop equipment must be screened. The petitioner will comply with screening the equipment from Grand River.
2. A five-foot wide concrete sidewalk is required along Grand River. The petitioner will comply.
3. Five additional parking lot trees need to be provided. Mr. Boggio stated they have enlarged one of the landscape islands near the entrance and added trees to that area. This is sufficient per Mr. Purdy.
4. The light fixtures should be metal halide. Mr. Boggio stated the lights are currently metal halide, except for one on the back of the building, which will be changed.

Ms. Humphriss reviewed her letter of May 19, 2004.

1. The petitioner should install a spill out curb and gutter to direct storm water away from the proposed sidewalk and provide adequate conveyance to the storm sewer system. They have made that change on their plans.
2. A gate valve should be added to the proposed water main after the tapping sleeve at the existing water main. The petitioner will comply.
3. The water lateral detail and proposed material should be shown on the plans. The petitioner will comply.
4. The scale of the length of the proposed water main is not correct. They will comply with this request.
5. The petitioner should provide invert elevations at the water main and storm sewer crossing as well as at the water main and sanitary sewer

- crossing to ensure the minimum 18 inches of vertical separation. The petitioner will comply.
6. The position of the additional fire hydrant does not meet the 250-foot hydrant coverage requirement. The petitioner should provide an additional hydrant to meet this requirement. Mr. Boggio stated they have approval of this from the Fire Chief. He asked that the one hydrant be placed where it is proposed as the entire building is sprinkled. Ms. Huntley stated that she understands that the fire department is approving this; however, if there is a fire and the building burns and the Township approves this site plan, the Township could be liable. The petitioner will add an additional fire hydrant.
 7. A hydrant detail should be provided. The petitioner will comply.
 8. The petitioner should provide a minimum 25-foot wide setback for maintenance of the proposed water for the fire hydrant. The petitioner will comply.
 9. The abandonment of the well must be completed in accordance with the rules and regulations of the Livingston County Health Department. The petitioner will comply.

Commissioner Figurski questioned what is being approved with regard to the signage. A 15-foot high and 12-foot wide from ground level (not on a berm) entrance sign without the electronic portion is being approved. A sign with a maximum of 79-square-feet is allowed.

Mr. Boggio questioned if only the face of the sign is changed, could it structurally stay as it is. Ms. Kolakowski stated that if the structure of the sign is not changed, then it can remain; however, the new panels would need to be approved.

The call to the public was made at 8:21 p.m. with no response.

Moved by Figurski, seconded by Litogot, to recommend to the Township Board approval of the Impact Assessment for a 3,665 sq. ft. addition and renovation to existing banquet facility located on the south side of East Grand River, between Gray and Dorr Roads, Section 10, petitioned by Mike Boggio, with the following conditions:

1. Dust control measures shall be added.
2. Hours of operation and number of employees shall be added.

The motion carried unanimously.

Moved by Litogot, seconded by Figurski, to approve the Site Plan for 3,665 sq. ft. addition and renovation to existing banquet facility located on the south side of East Grand River, between Gray and Dorr Roads, Section 10, petitioned by Mike Boggio, with the following conditions:

1. Planning Commission approves the building architecture, materials, and colors.

2. All rooftop equipment will be screened on the north and west sides of the building.
3. A five-foot wide concrete sidewalk will be installed along Grand River inside the Right of Way.
4. The proposed sign will not exceed 75-square-feet and shall be 15 feet high at road grade
5. No electronic message board shall be installed on the sign.
6. Petitioner will comply with the conditions of Tetra Tech's letter dated May 19, 2004.
7. The second freestanding sign will be replaced with a wall sign and shall comply with Township ordinance.
8. An additional hydrant will be installed to meet the 250-foot minimum radius to meet all points on the building.
9. Dust control measures shall be added to the plans.
10. All landscaping shall be irrigated.
11. Outside music will be allowed at the entrance provided the volume will be low enough where it will not be heard at the property line.

The motion carried unanimously.

Moved by Figurski, seconded by Tengel to approve the minutes of May 10, 2004. **The motion carried unanimously.**

Member Discussion

Moved by Figurski, seconded by Tengel, to recognize Bill Litogot for his 18 years of service on the Planning Commission. **The motion carried unanimously.**

Commissioner Figurski stated the landscaping on the Kil's site has not grown and the grass needs to be mowed. Also, there are a lot of large signs in the right of way in front of Country Corners.

Chairman Pobuda noted that the Right of Way in front of the Great Escape needs to be mowed.

Mr. Purdy advised that private, parochial, and charter schools will now be exempt from any local regulations with regard to buildings or zoning.

The meeting adjourned at 8:45 p.m.

Submitted by: Patty Thomas, Recording Secretary

Approved by: Barbara Figurski, Secretary