

**GENOA CHARTER TOWNSHIP
PLANNING COMMISSION
PUBLIC HEARING
JUNE 9, 2014
6:30 P.M.
MINUTES**

CALL TO ORDER: The meeting of the Genoa Charter Township Planning Commission was called to order at 6:30 p.m. Present were Eric Rauch, Jim Mortensen, John McManus, and Chairman Doug Brown. Dean Tengal and Diana Lowe were absent. Also present were Ron Akers, Zoning Official, Michael Archinal, Township Manager, Brian Borden of LSL Planning and 6 others.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

APPROVAL OF AGENDA: **Motion** by Mortensen to approve the agenda as submitted. The motion was supported by McManus. **Motion carried unanimously.**

CALL TO THE PUBLIC: Chairman Brown made a call to the public for the audience to address non-agenda items. There was no response.

OPEN PUBLIC HEARING #1... Review of site plan application and impact assessment for an 8,000 square foot Medical Building, located at a vacant lot on Grand River, Brighton, Parcel # 4711-14-200-023, south of Grand River between Hubert and Grand Beach. The request is petitioned by Howard Lipkin.

Jay Parks of Skyline Property Group addressed the Planning Commission. He described that the project was on a 3.1 acre site and included the construction of an 8,000 square foot medical office building. There is a phase two depicted on the site plan, but it is not being asked for at this time.

Brian Borden addressed the Planning Commission. He reviewed the approval process of the site plan and environmental impact assessment. He indicated that when the applicant is prepared to apply for the second phase a special use permit will need to be sought due to building square footage being above the Zoning Ordinance threshold. Detailed elevation drawings have been provided and the building is compliant with dimensional and material standards, although the final design of the building is up to Planning Commission review and approval.

The largest item of discussion is related to parking. The Zoning Ordinance allows an additional 20% over the required amount of parking by right. Anything above this requires Planning Commission approval. The applicant has proposed an additional 137.5% above the required amount. The applicant's request for additional parking is based on the demand in their current office. The applicant also did not include a loading/unloading space on the site plan and indicated on the site plan that it was

unnecessary due to their deliveries coming from small trucks. There is enough room for a delivery vehicle adjacent to a parking island. The Planning Commission has discretion over the requirement of the inclusion of loading spaces. Other issues included minor mislabeling on the landscape plan which should be corrected.

Mike Archinal addressed the Planning Commission. He spoke with Gary Markstrom from Tetra Tech and reviewed the engineering letter provided to the Planning Commission. The engineering was clean and the changes in the letter were minor in nature.

Chairman Brown expressed concerns regarding the number of people using the building, the REU calculations identified in the Environmental Impact Statement. He also questioned the amount of extra parking needed.

Dr. Lipkin addressed the Planning Commission. He described a concern for running out of parking for his patients as the minimum required parking is inadequate.

Jim Mortensen recommended that the Planning Commission make no commitment to phase 2 as only phase 1 is being reviewed.

Chairman Brown indicated that the Planning Commission could entertain a larger number of parking spots than proposed, but would need further input from the applicant.

Jay Parks indicated 60 spaces would be adequate and questioned whether the applicant could come back to the Planning Commission to request additional parking if it was necessary.

Mike Archinal indicated that any increase in parking above 5 spaces would require site plan review.

Chairman Brown indicated that the Planning Commission will consider 60 parking spaces. Also requested that staff review the REU calculations to ensure they are compliant.

Eric Rauch asked whether the open curb cut on the property will be closed or dressed up and asked if the Planning Commission would seek a cross connection easement to the neighboring property to the east.

Brian Borden indicated that the site plan depicts the closure of the open curb cut. The Planning Commission discussed requiring a cross connection easement and determined that it would not be required due to the safety concerns of vehicles crossing through to the neighboring lot.

Chairman Brown summarized the review letters from Tetra Tech and the Brighton Area Fire Authority. Asked why Boss Engineering fails to put the name, address and

statement of qualification on the Environmental Impact Assessment despite it being a requirement of the Zoning Ordinance.

Chairman Brown made a call to the public with no response.

Planning Commission disposition of petition

A. Recommendation of Environmental Impact Assessment

Motion by John McManus to recommend to the Township Board that they approve the Environmental Impact Assessment dated, May 21, 2014. We would also ask that staff review the REU calculation as it pertains to the building to ensure the applicant and Township are in sync with number of REUs required. Also ask that Boss Engineering be questioned as to why their credentials are not on the Impact Statement. Approval of phase 1 does not imply approval of phase 2 in site plan

Support by Eric Rauch. **Motion Carried Unanimously.**

B. Disposition of Site Plan

Motion by Jim Mortensen to approve the site plan dated 5/21/14, subject to the following:

- A. Approval of the site plan specifically excludes phase 2. It should not be inferred or implied that phase 2 is approved.
- B. The building elevations are acceptable to the Planning Commission and the display board will become property of Genoa Township.
- C. The site plan will be revised to show 60 parking spots rather than 57 parking spots.
- D. The minor labeling issues on the landscape plan shall be corrected.
- E. A note shall be added to the site plan indicating the curb cut on the Northeast side of property will be removed and approval will be sought from the Livingston County Road Commission to re-curb the open space.
- F. Conditions of the Tetra Tech letter dated May 30, 2014 will be complied with.
- G. Conditions of the Brighton Area Fire Authority Letter dated June 2, 2014 will be complied with.

Supported by John McManus. **Motion Carried Unanimously.**

OPEN PUBLIC HEARING #2... Review of sketch plan application and sketch plan for a 276 square foot addition, located at 5000 Grand River, Brighton, Parcel # 4711-10-300-007. The request is petitioned by Stan Schafer on behalf of Champion Chevrolet.

Stan Schafer of Schafer Construction addressed the Planning Commission. He described that the current car wash is an overhead car wash and is dated. New carwashes use less water and are more efficient, thus it is time to replace it. The new

carwash is proposed to be a drive-thru carwash and needs additional space. The use of the carwash will be for the dealership. The proposed addition is located on the I-96 side of the building.

Brian Borden addressed the Planning Commission. He discussed the application requirements and requested that the applicant provide the Planning Commission with lot coverage calculations. He further discussed that the proposed concrete block siding is not generally what the Township would like to see in a commercial building, but the Zoning Ordinance allows building additions to match existing siding. He also indicated that the Planning Commission may wish to request additional detail on existing site elements such as lighting and landscaping. The Planning Commission has discretion to require additional site improvements. He also asked in regards to a parking area that was not depicted on the site plan on a separate piece of property.

Chairman Brown did not want to open the door for landscaping improvements during sketch plan review. Questioned whether the proposed improvements were where they are supposed to be on the site plan.

Leo Nadolski addressed the Planning Commission. He stated that Champion is already doing some landscaping upgrades on the Grand River side of the property. They are going to be adding 6 mature trees. The property is on 3 parcels which are owned under different companies, but all are controlled by Mr. Nadolski. The addition location is correct on the site plan.

There was discussion regarding the implications of combining all the parcels, the parking lot extending over parcel lines and differences between this site plan and previous site plans that were submitted. It was the consensus of the Planning Commission to address these issues in the future.

Chairman Brown indicated that the letter from Tetra Tech indicated that there would be no engineering issues and the letter from the Brighton Area Fire Authority also indicated there would be no issues.

Chairman Brown made a call to the public with no response.

Planning Commission disposition of petition

A. Disposition of Sketch Plan.

Motion by Jim Mortensen to approve the sketch plan for an addition at Champion Chevrolet subject to the following:

- A. Applicant shall comply with the requirements spelled out in the Brighton Area Fire Authority letter dated June 3, 2014.
- B. The building materials for the car wash will match existing materials of the dealership due to the small size of the addition.

Supported by Eric Rauch. **Motion carried unanimously.**

Review of the Zoning Board of Appeals 2013 Annual Report

Ron Akers addressed the Planning Commission. He described the purpose of the Annual Report was to organize and describe to the Planning Commission the type and amount of variances that have been granted for the 2013 calendar year. The Planning Commission can use this for policy decisions, when the Zoning Ordinance is being reviewed.

Chairman Brown complimented Akers on the work he was doing with the Township and the information he provides to the Zoning Board of Appeals.

Jim Mortensen stated that he did not see any glaring issues based on the report, but requested that the Zoning Board of Appeals create an executive summary describing what they feel should be changed.

Brian Borden discussed how he recommends that communities he works in do this so trends can be evaluated. He stated that a trend may not show up this year, but they can become apparent over time.

There was discussion regarding properties on the lake and their setback requirements.

Administrative Business:

- Staff report. Michael Archinal reported that the Township was working on sidewalk projects and development was picking up in the Township.
- Approval of April 14, 2014 Planning Commission Minutes. **Motion** by McManus supported by Rauch to approve the April 14, 2014 Planning Commission meeting minutes with the submitted corrections. **Motion carried unanimously.**
- Member discussion. There was no member discussion.
- Adjournment. Motion by John McManus to adjourn the meeting at 7:58 p.m. Supported by Jim Mortensen. **Motion carried unanimously.**