

**GENOA CHARTER TOWNSHIP  
PLANNING COMMISSION  
PUBLIC HEARING  
September 10, 2018  
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 Chairman Doug Brown, Jim Mortensen, Chris Grajek, Marianne McCreary, Eric Rauch and Jill Rickard. Absent was Jeff Dhaenens. Also present was Kelly VanMarter, Community Development Director/Assistant Township Manager, Gary Markstrom of Tetra Teach, Brian Borden of Safebuilt Studio, and an audience of 24.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was recited.

APPROVAL OF AGENDA:

**Moved** by Commissioner McCreary, seconded by Commissioner Mortensen, to approve the agenda as presented.

CALL TO THE PUBLIC: The call to the public was made at 6:31 pm with no response.

**OPEN PUBLIC HEARING # 1...** Review of special use, site plan, and environmental impact assessment for the re-use of an existing commercial building for a proposed pet day care for Dog Town - Kitty City. The property in question is located at 3557 E. Grand River Avenue, Howell. The request is petitioned by Paula Vanderkarr.

- A. Recommendation of Special Use Application
- B. Recommendation of Environmental Impact Assessment
- C. Recommendation of Site Plan

Mr. Brian Biskner with Powell Engineering and Ms. Paula Vanderkarr were present. Mr. Biskner provided a review of the business and showed the proposed site plan and fencing material samples. They will be using canine grass in the dog area. The stone underneath the artificial grass allows the liquid waste to filter more quickly into the ground. The solid waste will be collected and placed into trash containers.

They are asking for relief with some of the landscaping requirements. They are hoping to use the existing vegetation in the rear of the property to meet the requirements. This area is already quite dense. They are not proposing any landscaping along the east and west property lines as they would like to use the existing vegetation in that area also.

There was a discussion regarding the material that will be below the area where the canine grass will be placed and how it will properly filter the pet waste. Mr. Biskner stated the stone that will be under the grass will be the primary location that will trap the bacteria from the liquid waste. Ms. Vanderkarr has spoken to the canine grass company and they advised that 95% of pet waste is water and 5% is protein and other waste.

Commissioner Rickard would like to see additional engineering done to ensure that the bacteria from the pet waste will not enter into the storm sewer system.

Mr. Borden reviewed his letter dated August 29, 2018. The general special land use standards are met; however, with regard to the use standards, the following is still required:

- A noise impact study shall be done

Ms. Biskner stated that the sound study has not been completed at that time. She anticipates it being done within a week to 10 days. Commissioner Mortensen stated he will not vote for a recommendation for approval without the sound study being provided to the Planning Commission.

- The proposed fence does not match the existing building so the applicant will need to explain why the proposed fence is compatible with the building.

Commissioner Rauch believes the type of fence required could be determined by the sound study. Perhaps a masonry wall would be more appropriate. Commissioner Mortensen agrees and stated that if that is the case, he would like to see a rendering of the wall.

- Approvals from outside agencies are needed

Mr. Borden stated these approvals are typically obtained after approval by the Township Board.

Since writing his letter, the applicant provided parking details. They are proposing some parallel parking. He would like to see these spaces marked as "Employee Only" and have the patrons use the other parking spaces. He would also like to have the handicap accessible space relocated.

Additional comments from Mr. Borden's letter are:

- The parking lot pavement should be repaired / improved
- Landscape improvements shall be made. He noted that a revised plan with additional landscaping has been provided; however, he has not been able to review it in detail as of yet.
- The existing floodlights must be removed
- The existing, non-conforming pole sign should be removed and replaced with a ground sign. Because the applicant is not the property owner, she would not be responsible for replacing the sign. Commissioner Mortensen would like the property owner to be required to replace the sign.

Mr. Markstrom reviewed his letter dated August 28, 2018.

- The existing well should be abandoned to ensure there is no cross-contamination with the municipal water supply
- The private sanitary lead between the two buildings and grinder pump are not shown
- The private water lead between the buildings should be shown on the plans

There are no major changes being made to the site and some of the impervious surface is being removed, by removing the asphalt and installing the canine grass. He agrees with Mr. Borden that if pavement issues exist, it should be repaired.

Chairman Brown reviewed the Brighton Area Fire Authority's letter dated September 5, 2018. They are requiring an additional fire hydrant on the site. They also have concerns with the parking spaces.

The Call to the Public was made at 7:29 pm.

Ms. Stephanie Dallakian owns the building directly west of the building in the front of this building. That building's elevation is higher than the buildings to the west. She questioned how the runoff will be controlled. She would like to have landscaping around the fencing.

Mr. Steve Seek of 3536 Snowden Lane is concerned with the sound and the smell from this use. He questioned if the dogs will be left outside alone for a long time.

Mr. Robert Peterson of 3429 East Grand River, which is two properties away from this site, stated there is natural drain in his backyard. He questioned if animals will be left overnight.

Mr. Jim Strand of 3445 Dewdrop Lane is concerned with the waste from the pets. He does not believe it will be cleaned in the winter time. The evaporation of the liquid waste will put the bacteria into the air and that will attract bugs. Those bugs will transport that bacteria into the neighborhoods. He is also concerned with the noise.

The call to the public was closed at 7:46 pm.

There was a discussion about having a small canine grass area in the front of the building for dogs that need to relieve themselves when they are being dropped off or picked up.

**Moved** by Commissioner Mortensen, seconded by Commissioner McCreary, to table the request from Paula Vanderkarr until the October 9, 2018 Planning Commission meeting. **The motion carried unanimously.**

**OPEN PUBLIC HEARING #2...** Review of sketch plan for the re-use of an existing commercial building for a proposed retail thrift store located at 2700 E. Grand River Avenue, Howell. The request is petitioned by Volunteers of America.

A. Disposition of Sketch Plan

Brent LaVanway of Bross Engineering, Alex Brodrick and Brian Wilbur of Volunteers of America and Jeff Peltier, the architect, were present.

Mr. LaVanway reviewed the project and showed the site plan and colored renderings of all elevations. They will be repaving the parking lot, adding pavement to the rear of the building to accommodate more parking space, adding a sidewalk along Grand River, and adding landscape islands in the parking lot.

Mr. Brodrick provided a history of Volunteers of America and explained what services they provide.

Mr. Borden reviewed his letter of August 30, 2018. The following ordinance requirements must be met:

- The rear parking setback does not meet the requirements; however, the Planning Commission can waive that requirement because there is a shared access driveway.

- The loading zone should be shown on the site plan.
- The applicant is proposing a six-foot-wide sidewalk; however, the ordinance requires an eight-foot-wide sidewalk.
- The proposed wall mounted light fixtures do not meet the ordinance standards. They must be downward directed, shielded, and cut off style. Mr. Lavanaway stated they will need to add additional poles at the rear of the site because they cannot get full coverage of the lot with that style light.

Mr. Borden had the following suggestions:

- Pedestrian connection and crosswalk striping / signage could be provided across the front drive aisle.
- Greenbelt trees should be provided, pending MDOT approval.
- Additional plantings should be provided in the southeast corner of the site.
- The nonconforming pole sign should be replaced with a ground sign. Mr. Lavanaway stated they are unable to put in a monument sign in the greenbelt because it is MDOT Right-of-Way.
- The applicant should provide how and when deliveries will be accepted and processed and an overflow / after hours drop-off area should be added to the rear of the building. Mr. Wilbur stated they are open from 9 am to 5 pm, seven days a week, to accept donations. They will also have bins at the rear of the site where people can drop off items after hours.

Commissioner Rauch is concerned with the rear row of parking and the drive aisle width because one way traffic is proposed. Mr. Lavanaway stated those concerns were also noted in the Brighton Area Fire Authority's letter; however, they need to meet the parking requirements of the Township as well as the needs of Volunteers of America. Mr. Borden stated what is being proposed is permitted per the ordinance.

Mr. Markstrom reviewed his letter dated September 4, 2018.

- He is also concerned with the drive aisle width.
- He suggests that the applicant disconnect from the existing well and connect to the existing municipal water main.
- This site drains stormwater to an off-site retention pond. The Livingston County Drain Commissioner (LCDC) is working on establishing a drainage district for this area. He suggests this plan be sent to them for their review and approval.
- Curb and drainage structures should be included around the parking lot perimeter to control stormwater and vehicle access to the site. The locations of these structures would be dependent upon the response received from the LCDC.

The Planning Commission discussed if this request should be approved prior to the drainage district being established. Ms. VanMarter stated the LCDC is working on establishing the district. It is a very long and detailed process. Historically, when items come before the Township that are part of a drainage district, the Township defers to the LCDC.

Chairman Brown reviewed the Brighton Area Fire Authority letter dated September 5, 2018.

The issue of the drive aisle width was discussed further because of the Fire Authority's concerns. Mr. Lavanaway stated they are working on complying with their requirements. This may cause them to lose some parking spaces, which would bring them below the Township's requirements.

Commissioner Mortensen feels there were a lot of changes discussed this evening. He would suggest tabling this item and having the applicant meet with Staff again before returning to the Planning Commission.

The call to the public was made at 9:03 pm.

Wayne Tenpenny, who owns the building, stated he has been trying to sell his building for two years. This applicant has done a lot of work and spent money in their planning to purchase the building. They will be making improvements to the building and this site. He is sure they will follow through on what they agree to and meet all of the requirements. He does not see the need for a delay.

The call to the public was closed at 9:09 pm.

**Moved** by Commissioner Mortensen, seconded by Commissioner Grajek, to table the request from Volunteers of America. **The motion carried unanimously.**

**OPEN PUBLIC HEARING #3...** Review and discussion of a conceptual site plan for a proposed 3,360 sq. ft. credit union with three drive-thru lanes for Vibe Credit Union. The property in question is located on vacant parcels located on the east side of S. Latson Road, south of Grand River Avenue (11-04-300-017 and 11-09-100-004). The request is petitioned by Vibe Credit Union.

Mr. Mark Zimmerman, the architect, was present. He provided details of the project, showed a site plan, colored renderings, and building material samples. Vibe Credit Union will be purchasing the two properties near the corner of Grand River and Latson Road and combining them into one parcel.

The Commissioners provided comments to the petitioner to consider when returning for site plan approval.

Mr. Borden reviewed his letter dated August 29, 2018.

- The proposed rear yard setback of 43 feet does not meet the 50 foot setback requirement.
- The proposed building materials appear to exceed the maximum amount of metal allowed. Because this is a conceptual plan review, building design and materials should be discussed with the Commission as they do have discretion with regard to building materials.

This item was discussed further. Mr. Zimmerman stated that Vibe wants to stay with this design and these materials. He is unsure if they would be willing to change to meet the ordinance requirements for natural materials.

Mr. Zimmerman has copies of all of the consultants' review letters to address during site plan development.

**OPEN PUBLIC HEARING #4...** Review and discussion of Zoning Ordinance Text amendments to Article 8-9.

**Moved** by Commissioner Rickard, seconded by Commissioner Mortensen to table the review and discussion of Zoning and Text amendments due to the late hour. **The motion carried unanimously.**

ADMINISTRATIVE BUSINESS

- Staff Report

Ms. VanMarter had nothing to report.

Approval of the July 9, 2018 Planning Commission meeting minutes

**Moved** by Commissioner McCreary, seconded by Commissioner Rauch, to approve the minutes of the July 9, 2018 Planning Commission Meeting as presented. **The motion carried unanimously.**

- Member Discussion

There were no items discussed.

- Adjournment

**Moved** by Commissioner Rickard, seconded by Commissioner McCreary, to adjourn the meeting at 10:07 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas, Recording Secretary