

**GENOA CHARTER TOWNSHIP
PLANNING COMMISSION
PUBLIC HEARING
SEPTEMBER 9, 2019
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, Marianne McCreary, Jim Mortensen, Chris Grajek, Eric Rauch, Jeff Dhaenens, and Jill Rickard. Also present was Kelly VanMarter, Community Development Director/Assistant Township Manager, Brian Borden of SafeBuilt Studio, and Gary Markstrom of Tetra Tech. There were 14 audience members present.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was recited.

APPROVAL OF AGENDA:

Chairman Brown read a letter from Home Depot requesting an extension of 30 days to allow them to work with staff to address the outstanding issues.

Moved by Commissioner Dhaenens, 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.

OLD BUSINESS:

OPEN PUBLIC HEARING #1...Review of a site plan and impact assessment requesting final site condominium approval for a proposed 19 unit site condominium. The property in question is located on approximately 30.8 acres at 4242 Bauer Road (Parcel #4711-26-200-002) on the west side of Bauer Road, between White Pines Drive and Challis Road. The request is petitioned by John Moretti.

- A. Recommendation of Environmental Impact Assessment (8-14-19)
- B. Recommendation of Final Site Condominium Plan (8-20-19)

Mr. Bruce Silver, representing Mr. Morretti, and Mr. Allan Pruss from Monument Engineering were present.

Mr. Pruss reviewed the changes / additions that were made since the last Planning Commission Meeting. They believe that all of the previous concerns of the Township's

consultants have been met with this revised plan. The items noted in the review letters from this week will be addressed.

Mr. Borden reviewed his letter of September 5.

1. He agreed that the mailbox cluster/drive has been put on the site plan; however, it must be put on the landscape plan
2. A landscape easement must be obtained from the adjacent property owner to the north. Mr. Pruss stated the landscaping will no longer encroach onto the neighboring property.
3. Road Commission approval must be obtained for the six trees depicted in the Bauer Road right-of-way. Mr. Silver stated he has obtained this approval.
4. The revised submittal still does not include details of the residential entrance signage/decorative wall, though walls are not permitted and a sign permit must be obtained. Mr. Silver stated the sign will comply with the ordinance.
5. The applicant must ensure that the entrance easement language incorporates a provision for the mailbox cluster/drive, as well as its maintenance.

Mr. Markstrom stated that the last set of plans have addressed their concerns; however, he noted that letters from the Livingston County Health Department, Livingston County Road Commission, and Livingston County Drain Commissioner must be obtained. Ms. VanMarter advised that these have been received. Other items will be reviewed when the private road construction plan is submitted.

Commissioner Mortensen noted some revisions needed to the Environmental Impact Assessment. The applicant will make the changes noted.

The call to the public was made at 6:49 pm with no response.

Moved by Commissioner Mortensen, seconded by Commissioner Grajek, to recommend to the Township Board approval of the Environmental Impact Assessment dated August 14, 2019 for The Ridge, subject to the following:

- Approvals being sought from various governmental agencies noted on Pages 3, 4, and 5 of the Impact Assessment have been obtained according to the developer and this Impact Assessment should be updated to reflect that, with copies provided to Township Staff.
- On Page 4, the language that states “Access will be controlled by vehicle activated gates, egress will always be available to any The Ridge resident or visitor without need for access code or key card” shall be eliminated.

The motion carried unanimously.

Moved by Commissioner Mortensen, seconded by Commissioner Rickard, to recommend to the Township Board approval of the Final Site Condominium Plan for The Ridge dated August 20, 2019, subject to the following:

- The landscape plan incorporating the mailbox cluster/drive will require staff review when completed.
- The landscaping shown encroaching onto the property to the north will be relocated to the condominium's property.
- Road Commission approval must be obtained for the six trees depicted in the Bauer Road right-of-way.
- The residential entrance signage and decorations will require staff review and walls are not permitted.
- The applicant must ensure that the entrance easement language incorporates a provision for the mailbox cluster/drive, as well as its maintenance.
- The applicant will make an effort to obtain a formal letter of approval from the postmaster for the mailbox cluster.
- On Page 2 of the Master Deed, the suggestion that the Township would arbitrate disputes on roadway maintenance shall be eliminated and replaced with some other appropriate outside firm or agency.
- The Township Attorney shall review the Master Deed and other rules.
- The requirements of the Township Engineer's letter dated August 26 and the Brighton Area Fire Authority's letter dated August 29, 2019 will be met.
- The Exhibit B documents in the Master Deed shall be updated to match the Site Plan.

The motion carried unanimously.

OPEN PUBLIC HEARING #2... Review of a special use, site plan and environmental impact assessment for outdoor sales, storage and display for Home Depot. The property in question is located at 3330 E. Grand River, Howell. The request is petitioned by Scott A. Mommer.

- A. Recommendation of Special Use Application.
- B. Recommendation of Environmental Impact Assessment. (8-8-19)
- C. Recommendation of Site Plan. (8-7-19)

Moved by Commissioner Dhaenens, seconded by Commissioner Grajek, to postpone Open Public Hearing #2 until the next regularly-scheduled Planning Commission meeting of October 15, 2019 at the applicant's request. **The motion carried unanimously.**

NEW BUSINESS:

OPEN PUBLIC HEARING #3...Review of a site plan and environmental impact assessment for a proposed 11,000 sq. ft. addition to an existing Brighton Area Fire Department building located at 2755 Dorr Road, Brighton. The request is petitioned by Partners in Architecture, PLC.

- A. Recommendation of Environmental Impact Assessment (8-21-19)
- B. Disposition of Site Plan (9-3-19)

Mr. Michael O'Brian, the BAFA Chief, provided a brief review of the proposed project. This addition will allow them to staff this building 24 hours a day, 7 days a week. This is the first upgrade to their stations as part of their recently-passed millage increase. They also received a grant that will help pay for this project.

Ms. Leslie Zawada of Civil Engineering Solutions, Inc., and Lauren Lee of Partners in Architecture were present. Ms. Lee provided details of the proposed addition. She explained how they will be addressing the comments in the consultant's letters. She showed a colored site plan, floor plan, and colored renderings of the building.

Mr. Borden stated that many of his concerns have been addressed. He noted that the applicant must follow the standards for Electronic Changeable Message (ECM) signs; however, he is concerned about an ECM sign being located immediately across the street from a residence. Ms. Lee stated they can revisit the location of the sign and place it in a location that would not interfere with the neighbor.

Mr. Markstrom reviewed his letter dated September 3, 2019.

1. The plans should include more dimensioning of the proposed drive and parking lot including widths and radii of the drive.
2. The site plan should show the existing on-site sanitary sewer, as the building addition will interfere with the current connection and grinder pump location. The plans note that the existing grinder pump will be relocated, and the plans should show where the grinder pump will be relocated.
3. The demolition plan shows the removal/relocation of a sanitary manhole on the east corner of the property. If this manhole is to be relocated it should be shown on the plans.
4. The plans note that a new well will be designed for the fire station. The plans should show the proposed location and isolation radius of the well on the plans and should clearly show what will happen to the existing well. The applicant will need to provide approval from the Livingston County Health Department of the proposed well to the Township prior to approval. If it is decided that adequate

well production will not be able to be achieved by the proposed well, the applicant may need to utilize a water tank instead and if so, the tank will need to be shown on the plans.

5. The proposed parking lot should include curb and gutter around the entire parking lot and drive, not just on the southern portion of the drive. The edge of the future training pad does not need to be curbed, but the training pad will need curb when it is eventually constructed.

Mr. Markstrom noted that these items can be addressed during the construction phase of the project.

All of the outstanding concerns of the Brighton Area Fire Authority have been met.

The call to the public was made at 7:37 pm with no response.

Moved by Commissioner Grajek, seconded by Commissioner Dhaenens, to recommend to the Township Board approval of the Environmental Impact Assessment dated August 21, 2019 for the Brighton Area Fire Authority with the removal of any reference to a septic system. **The motion carried unanimously.**

Moved by Commissioner Grajek, seconded by Commissioner Rickard, to approve the Site Plan Dated September 3, 2019 for the Brighton Area Fire Authority subject to the applicant complying with all conditions listed in the Township Planner's and Engineer's letters. **The motion carried unanimously.**

OPEN PUBLIC HEARING #4...Review of a sketch plan for proposed renovations to an existing 11,968 sq. ft. industrial building including new parking, truck well, and waste receptacle enclosure located at 830 Grand Oaks Drive, Howell for Johnstone Supply. The request is petitioned by Ren Rushing.

A. Disposition of Sketch Plan. (8-21-19)

Mr. Jeffrey Sheehan, owner of the property, Karl Vollmar of Pucci & Vollmar Architects, and Brent LaVanway of Boss Engineering were present.

Mr. LaVanway and Mr. Vollmar provided a review of the proposed improvements to the site. They showed the site plans, the sign details, and landscape and elevation details.

Mr. Borden reviewed his letter dated September 3, 2019.

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1. He is requesting clarification on outdoor storage. Mr. LaVanway stated that in 1987 outdoor storage was approved when this site was used by Erb Lumber. The new use does not require outdoor storage.
2. The existing gate opening does not provide the required width for two-way travel. Mr. Sheehan stated they measured the gate and it is 24 feet wide. They will put that information on the plan.
3. He requested the applicant provide a truck turning movement detail to ensure that refuse removal vehicles can safely access the Dumpster. Mr. LaVanway explained the turning details on the site.
4. The new parking areas do not include curbing, as required by ordinance. In lieu of curbing, bumper blocks are proposed, which are only allowed with Planning Commission approval upon a finding that they are necessary. After a brief discussion, the Planning Commission agreed to allow the bumper blocks.
5. If new lighting is proposed, details must be provided. Alternatively, the Commission may wish to request details of existing lighting to ensure current ordinance standards are met. Mr. LaVanway stated there are no new lights; however, the existing wall packs on the building will be replaced with LED lights.
6. The applicant must either provide three trees to meet the required parking lot landscaping or request that the Commission waive/modify Ordinance requirements per Section 12.02.13.
7. The applicant must identify the exterior material for the waste receptacle enclosure. Mr. LaVanway stated it is split faced block. Mr. Borden does not feel it needs to be upgraded to brick because the structure is existing and is located in an industrial zoning. Also, the proposed gate (chain link with opaque slats) does not comply with ordinance standards.
8. The applicant must obtain a sign permit from the Township prior to installation.

Mr. Markstrom reviewed outstanding items from his letter dated August 30, 2019 that were not already discussed this evening.

1. There are already sanitary sewer and water services to the existing 32,160 square foot building on the property and the applicant is proposing additional sanitary sewer and water service to the second building on site. These two buildings appear to be on the same address and the applicant will need to discuss how two services at the same address will be accomplished with the Township.
2. The site doesn't appear to have adequate hydrant coverage for their existing buildings or the proposed new use building. The entire structure should be within a 250-foot radius of a hydrant. A hydrant lead should be extended onto the site to

provide the required fire protection. The applicant should obtain approval from the Brighton Area Fire Authority prior to site plan approval.

3. The applicant is proposing a 6-inch pipe to drain storm-water from the proposed truck well. The Genoa Township Engineering Standards require a minimum storm sewer size of 12 inches for private storm sewers in paved areas.
4. The applicant should provide more information on the current storm drainage on the site and proposed storm drainage control measures. Elevations should be provided for the proposed truck well as well as invert elevations for the proposed storm drain to ensure there will be proper drainage. The proposed improvements increase the area of impervious surface and it may be necessary to provide onsite detention or retention.

Chairman Brown reviewed the outstanding items of the Brighton Fire Authority's letter dated September 3, 2019. Mr. LaVanway stated they will comply with all of their requests.

Commissioner Rickard would like the applicant to meet the ordinance requirements for the Dumpster enclosure gate. Mr. LaVanway stated they will redo the gate to meet the ordinance.

The call to the public was made at 8:09 with no response.

Moved by Commissioner Mortensen, seconded by Commissioner Rauch, to approve the Sketch Plan for Johnstone Supply dated August 21, 2019, with the following conditions:

- With regard to the exterior building improvements, the renderings displayed this evening are acceptable to the Township and will become Township property.
- In addition to the normal requirements of the Brighton Area Fire Authority, the Township asks that they specifically review the gated entrance.
- The parking will not require curbing and bumper blocks will be permitted due to the existing conditions on the site and the neighboring building.
- New wall packs will be provided on the buildings and their specifications will be reviewed by Township staff.
- The applicant will provide three additional trees along the northwestern part of the property, neighboring the Home Depot parking lot.
- The material for the waste receptacle enclosure can continue as is since it is an existing condition on the site.
- The chain link gate on the waste receptacle shall meet Township ordinance.

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- The second building will have an address sign that will be displayed on the monument sign installed, and subject to Township staff review.
- The requirements of the Township Engineer's letter of August 30 shall be met.
- The requirements of the Brighton Area Fire Authority's letter dated September 3 will be met.
- The building will be serviced with an internal ejector pump for sanitary sewer removal.

The motion carried unanimously.

ADMINISTRATIVE BUSINESS

Staff Report

Ms. VanMarter stated that October's meeting will be on Tuesday, October 15 because Columbus Day is on Monday, October 14.

Approval of the August 12, 2019 Planning Commission meeting minutes

Moved by Commissioner McCreary, seconded by Commissioner Dhaenens, to approve the minutes of the August 12, 2019 Planning Commission Meeting as submitted. **The motion carried unanimously.**

Member Discussion

There were no items to discuss this evening.

Adjournment

Moved by Commissioner Grajek, seconded by Commissioner Rickard, to adjourn the meeting at 8:25 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas, Recording Secretary