

**GENOA CHARTER TOWNSHIP  
PLANNING COMMISSION PUBLIC HEARING  
DECEMBER 11, 2017  
MONDAY  
6:30 P.M.  
AGENDA**

**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:**

**APPROVAL OF AGENDA:**

**CALL TO THE PUBLIC:** *(Note: The Board reserves the right to not begin new business after 10:00 p.m.)*

**OPEN PUBLIC HEARING #1...** Consideration of Zoning Ordinance Text amendments to Article 7 of the Zoning Ordinance, entitled "Commercial and Service Districts", Table 7.02 and Section 7.02.02 is proposed to be amended to revise multiple conditions and to add standards related to "Dog Daycare Centers" and "Veterinary Clinics". The request is petitioned by Genoa Charter Township.

**Planning Commission Recommendation of Petition:**

A. Recommendation of Zoning Ordinance Text Amendment.

**ADMINISTRATIVE BUSINESS:**

- *Staff Report*
- *Approval of November 13, 2017 Planning Commission meeting minutes*
- *Member discussion*
- *Adjournment*



2911 Dorr Road  
Brighton, MI 48116  
810.227.5225  
810.227.3420 fax  
genoa.org

## Memorandum

**TO:** Planning Commission  
**FROM:** Kelly VanMarter, Assistant Township Manager  
**DATE:** December 7, 2017  
**RE:** Article 7 Text Amendments

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In response to discussion at the November meeting, I have researched concerns and prepared revisions to the proposed Article 7 text amendments. I've learned from Farmington Hills, Michigan that we must ensure that stormwater and surface water protection from animal waste are included and I have added them to the requirements. I've also included some requested changes from Paula Vanderkarr in regard to the pet daycare use.

Information from both Paula, for the daycare use, and Dr. Michelle Bradford for the veterinary clinic use have been included in your packet at their request. You will also find an e-mail from Bloomfield Township discussing their experience with the pet day care use. The changes to the draft ordinance are shown in blue in the attached draft document and are summarized below for your review.

1. Table 7.02 - Veterinary Clinics have been changed to a special land use in all commercial zoning districts.
2. Table 7.02 - Eliminated the change to add gaming establishments to indoor recreation. I will address this and include a definition in a future amendment.
3. 7.02.02(h) – Commercial Kennel
  - a. (5) Added Drain Commissioner approval.
  - b. (9 )Added language to ensure protection of storm/surface water.
  - c. (11) Corrected reference to reflect the International Boarding and Pet Services Association (IBPSA).
4. 7.02.02(o) – Veterinary Hospitals
  - a. (3) Added language to ensure protection of storm/surface water.
  - b. (4) Corrected reference to reflect the International Boarding and Pet Services Association (IBPSA).

### **SUPERVISOR**

Bill Rogers

### **CLERK**

Paulette A. Skolarus

### **TREASURER**

Robin L. Hunt

### **TRUSTEES**

Jean W. Ledford

H. James Mortensen

Terry Croft

Diana Lowe

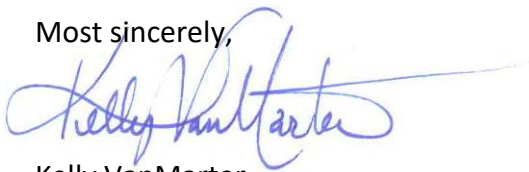
### **MANAGER**

Michael C. Archinal

5. 7.02.02(t) – Animal Shelters
  - a. (4) Added Drain Commissioner approval.
  - b. (5) Added language to ensure protection of storm/surface water.
  - c. (10) Corrected reference to reflect the International Boarding and Pet Services Association (IBPSA).
6. 7.02.02(w) – Pet Daycare Center
  - a. (4) Revised to base animal allowance on gross floor area instead of usable floor area.
  - b. (5) Eliminated revenue tracking for overnight boarding and added statement that it must be an accessory use. Increased length of stay for boarded animals from 7 to 14 days.
  - c. (8) Decreased height of outdoor enclosure wall from 7 to 6 feet.
  - d. (9) Increased number of outdoor play area dogs from 10 to 15.
  - e. (10) Added language to ensure protection of storm/surface water.
  - f. (11) Added Drain Commissioner approval.
  - g. (13) Corrected reference to reflect the International Boarding and Pet Services Association (IBPSA).
7. 7.02.02(x) – Veterinary Clinics
  - a. (1 & 2) Added language to ensure protection of storm/surface water.

I look forward to discussing this with you on Monday. Please don't hesitate to contact me if you have any questions or concerns in this regard.

Most sincerely,



Kelly VanMarter  
Assistant Township Manager/Community Development Director

field with storage building and concessions building with parking lot expansion for Cleary University with the following requirements:

- An easement from MHOG shall be obtained prior to the issuance of the land use permit.
- The applicant shall comply with the requirements of the Engineer's letter dated November 2, 2017.
- The applicant shall comply with the requirements of the Brighton Area Fire Authority's letter dated November 7, 2017.
- The building materials reviewed this evening are acceptable to the Planning Commission and will become the property of the Township.

**The motion carried unanimously.**

**OPEN PUBLIC HEARING #5...** Consideration of Zoning Ordinance Text amendments to Article 7 of the Zoning Ordinance, entitled "Commercial and Service Districts", Table 7.02 and Section 7.02.02 is proposed to be amended to revise multiple conditions and to add standards related to "Dog Daycare Centers" and "Veterinary Clinics". This request is petitioned by Genoa Charter Township.

Planning Commission Recommendation of Petition:

A. Recommendation of Zoning Ordinance Text Amendment

Ms. VanMarter stated these proposed amendments are results of current and proposed future business owners asking for changes. The Township believes they are timely and appropriate so they have prepared the proposed ordinance changes.

The largest change would be to allow pets to stay overnight in a business in a commercial district.

Commissioner Rickard questioned how the pet waste will be handled. She is concerned about dogs barking and it being a disturbance to the neighboring businesses. Ms. VanMarter stated these businesses will require a special use permit so there are a lot of requirements, and they address the handling of pet waste and certain building materials to be used to mitigate the barking sound from leaving the building.

Commissioner Rauch questioned the "gaming establishments". Ms. VanMarter stated these types of uses are not gambling. The Planning Commission suggested having a definition placed in the ordinance. Ms. VanMarter agrees.

The call to the public was made at 9:12 pm.

Ms. Paula VanderKarr, who is interested in opening a pet day care facility in the Township, was present. She stated the waste is handled by a biodegradable bag with cedar chips. It helps with the smell and repels the bugs. Commissioner Rickard is concerned with the pet urine that could possibly be washed into the storm sewer. Ms. VanderKarr stated there is a certain system that is being required by the proposed ordinance that will filter the urine before it goes into the ground. Ms. VanMarter

reviewed these conditions as outlined in Paragraph (w)(10). Commissioner Rickard noted there are some issues with the system that is being proposed. Surface water cannot be emptied into the sanitary sewer system.

Dr. Michelle Bradford stated she is interested in opening a veterinary clinic in the Township.

Gary Laundroche, who represents Master Kihl, who owns the building where Dr. Bradford would like to open her veterinary clinic asked for clarification of the process for the ordinance amendments, then the approval for her to move into their building.

The call to the public was closed at 9:24 pm.

There was a discussion regarding outdoor areas for the animals, the disposal of waste, etc. Commissioner Mortensen feels this needs more review and discussion by the Planning Commission. There may be additional requirements. Chairman Brown agrees. Ms. VanMarter will make amendments to her proposed changes based on the discussion this evening and return to the Planning Commission for additional review.

**Moved** by Grajek, seconded by Rickard, to table Agenda Item #5 until the December 11, 2017 Planning Commission meeting. **The motion carried unanimously.**

**Administrative Business:**

- **Staff Report**

Ms. VanMarter had nothing to report.

- Approval of the October 10, 2017 Planning Commission meeting minutes

**Moved** by Commissioner Mortensen, seconded by Commissioner Rickard, to approve the minutes of the October 10, 2017 Planning Commission Meeting as presented. **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 9:38 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas, Recording Secretary



November 8, 2017

Planning Commission  
Genoa Township  
2911 Dorr Road  
Brighton, Michigan 48116

<b>Attention:</b>	Kelly Van Marter, AICP Planning Director and Assistant Township Manager
<b>Subject:</b>	Article 7 Commercial and Service Districts – Draft Ordinance Amendment

Dear Commissioners:

At the Township's request, we have prepared this letter summarizing changes currently proposed to Article 7 of the Township Zoning Ordinance.

Procedurally, the Commission is to review the draft amendments and, following a public hearing, provide a recommendation to the Township Board for final action.

The proposed changes started with an inquiry to Township staff regarding veterinary clinics and pet day care. Ultimately, staff and our office determined that an amendment was warranted to help clean up the regulations tied to not only veterinary clinics, but also other animal-related services/businesses. During preparation of the initial draft, we identified other minor changes (non-pet related) that were also incorporated.

As such, the following changes are proposed in the attached draft Ordinance amendment:

**Table 7.02**

- Added “kennel, commercial” as a special land use in RCD
- Added “pet day care center” as an allowable use (special land use in both GCD and RCD)
- Separated “veterinary hospital” (special land use in OSD, GCD and RCD) from “veterinary clinics without boarding or overnight care” (permitted use in OSD, NSD, GCD and RCD)
- Added “gaming establishments” to the description of “recreation (indoor)”
- Added “animal shelters” as a special land use in RCD

**Section 7.02.02**

- Paragraph (h): added use conditions for “commercial kennels”
- Paragraph (k): added hazardous materials use condition to “automobile service stations”
- Paragraph (o): added “overnight stays and/or boarding” to veterinary hospitals, along with expanded conditions
- Paragraph (t): expanded use conditions for “animal shelters”
- Paragraph (w): added use conditions applicable to “pet daycare centers”
- Paragraph (x): added use conditions applicable to “veterinary clinics”

Should you have any questions concerning this matter, please do not hesitate to contact our office. I can be reached by phone at (248) 586-0505, or via e-mail at [borden@lslplanning.com](mailto:borden@lslplanning.com).

Respectfully,

**LSL PLANNING, A SAFEBUILT COMPANY**

Brian V. Borden, AICP  
Planning Manager

**ARTICLE 7**  
**COMMERCIAL AND SERVICE DISTRICTS**  
**(OSD, NSD, GCD, RCD)**

**Sec. 7.01 STATEMENT OF PURPOSE**

- 7.01.01 **Office Service District:** The Professional Office Service District (OSD) is established to accommodate office and services needed uses to serve nearby residential neighborhoods and the community overall. This district is also intended to serve as a transitional use to protect residential districts and to avoid undesirable commercial strip development. It is intended further that all activities in the Professional Office Service District shall be conducted entirely within wholly enclosed permanent buildings, except parking of employee and customer vehicles and the loading or unloading of commercial vehicles.
- 7.01.02 **Neighborhood Services District:** The Neighborhood Services District (NSD) is established to accommodate retail business and services to serve the needs of nearby residential neighborhoods. It is intended further that all activities in the Neighborhood Services District shall be conducted entirely within wholly enclosed permanent buildings, except parking of employees' and customers' vehicles and the loading or unloading of commercial vehicles and that all goods produced on the premises shall be sold in the premises where produced.
- 7.01.03 **General Commercial District:** The General Commercial District (GCD) is established to accommodate those retail businesses and services which are intended to serve the requirements of the overall community. The larger size and variety of permitted commercial uses typically generates greater volumes of traffic than neighborhood service establishments. General Commercial Uses require a moderate to large area devoted to off street parking and loading, and generally tend to create problems of congestion, noise and impairment of aesthetic values. These districts are thus intended to be clustered rather than creating an undesirable strip commercial pattern of development. Provisions are included in order to buffer this district from nearby residential areas.
- 7.01.04 **Regional Commercial District:** The Regional Commercial District (RCD) is established to accommodate those retail businesses and services which are intended to serve a retail market area that includes Genoa Township, the surrounding communities and bypass traffic. The large size and variety of permitted commercial uses typically generates significant volumes of vehicular and pedestrian traffic. Regional Commercial Uses require a large area devoted to off street parking and loading, and generally tend to create problems of congestion, noise and impairment of aesthetic values. These uses need to be located in areas that have the transportation, utility and public service infrastructure to serve these intensive uses. By the nature of these uses serving the region beyond Genoa Township, convenient access to regional transportation is necessary. This district is specifically designated for the regional commercial center designated in the Master Plan along Grand River Avenue west of Latson Road, which will be served by the new full service interchange with I-96 at Latson Road.
- 7.01.05 It is intended further that all activities in the OSD, NSD, GCD and RCD shall be conducted entirely within wholly enclosed permanent buildings, except parking of employees and customers vehicles and the loading or unloading of commercial vehicles, unless outdoor activities are approved as a Special Land Use under the provisions of Article 19.

**Sec. 7.02 PERMITTED AND SPECIAL LAND USES**

7.02.01 **List of Uses:** In the commercial districts, land, buildings and structures shall be used only for one or more of the following uses. Land and/or buildings in the districts indicated at the top of Table 7.02 may be used for the purposes denoted by a “P” in the column below by right. Land and/or buildings in the districts indicated at the top of Table 7.02 may be used for the purposes denoted by “S” after special land use approval in accordance with the general and specific standards of Article 19 Special Land Uses. A notation of “- -” indicates that the use is not permitted within the district. The “Req.” column indicates additional requirements or conditions applicable to the use.

<b>Table 7.02 Schedule of Commercial Uses</b>						
		<b>OSD</b>	<b>NSD</b>	<b>GCD</b>	<b>RCD</b>	<b>Req.</b>
<b>Retail Uses</b>						
Retail establishments and shopping centers which provide goods such as bakery goods, including bakery items produced on the premises, groceries, produce, meats, provided no slaughtering shall take place on the premises, seafood; dairy products, beverages appliances, electronics, furniture, and home furnishings, apparel, jewelry, art, pharmaceuticals, home improvement supplies, hardware, and garden supplies, sporting goods, bicycles, toys, hobby crafts, videos (rental, and sales), music, musical instruments, books, computer hardware and software, antiques, flower shops, greeting card shops, auto parts and similar establishments not specifically addressed elsewhere	Uses up to 15,000 square feet gross floor area	--	P	P	P	
	Uses 15,001 - 30,000 square feet of gross floor area	--	S	P	P	7.02.02(a)
	Uses 30,000 - 60,000 square feet of gross floor area	--	--	S	P	7.02.02(a)
	Uses over 60,000 square feet of gross floor area	--	--	--	S	7.02.02(a)
	Pharmacies with drive-up window	--	S	S	S	7.02.02(b)
Automobile, motorcycle, boat and recreational vehicle sales, new and used		--	--	S	S	7.02.02(c)
Outdoor commercial display, sales or storage		--	S	S	S	7.02.02(d)
<b>Service Uses</b>						
Banquet halls, assembly halls, dance halls, private clubs, fraternal order halls, lodge halls or other similar places of assembly		--	--	P	P	
Business services such as mailing, copying, data processing and retail office supplies		P	P	P	P	
Child care centers, preschool and commercial day care		P	P	P	--	7.02.02(e)
Conference Centers		S	--	S	P	7.02.02(f)
Funeral home or mortuary		S	--	P	--	7.02.02(g)
Bed and breakfast inns, hotels and motels with no more than 25 rooms not including accessory convention/meeting facilities or restaurants These uses may include the residence for the owner/manger's family		--	P	P	P	
Hotels and motels with more than 25 rooms including accessory convention/meeting facilities and restaurants		--	--	P	P	



<b>Table 7.02 Schedule of Commercial Uses</b>						
		OSD	NSD	GCD	RCD	Req.
<del>Kennels, commercial</del>		—	—	<u>S</u>	—	<u>7.02.02(h)</u>
Laundromats		--	S	P	--	
Personal and business service establishments, performing services on the premises, including: dry cleaning drop-off stations (without on site processing), photographic studios, copy centers, mailing centers, data processing centers, dressmakers and tailors, shoe repair shops, tanning salons, beauty parlors, barber shops, and similar establishments		P	P	P	P	
Dry cleaning drop-off stations with drive-through service		S	S	S	S	7.02.02(b)
Restaurants, taverns, bars, delicatessen, food carryout, coffee shops, and similar establishments serving food or beverages	Standard restaurants and coffee shops, except as provided below	S	P	P	P	
	Restaurants and bars serving alcoholic beverages	S	S	P	P	
	Bars providing dancing and live music	--	--	P	P	
	Restaurants with open front windows	--	S	S	S	7.02.02(i)
	Restaurants with outdoor seating	--	P	P	P	7.02.02(i)
	Drive-through restaurants	--	--	--	S	7.02.02(j)
	Drive- in restaurants	--	--	S	S	7.02.02(j)
	Carry-out restaurants	--	P	P	P	
Coffee Shop with drive-through		--	--	S	S	7.02.02(j)
Studios of photographers and artists		P	P	P	P	
Tattoo parlors		--	--	P	P	
Tool and equipment rental, excluding vehicles		--	--	P	P	
<u>Kennel, commercial</u>				<u>S</u>	<u>S</u>	<u>7.02.02(h)</u>
<u>Pet day care center</u>				<u>S</u>	<u>S</u>	<u>7.02.02(w)</u>
<b>Auto Service Uses</b>						
Minor auto repair establishment		--	--	S	S	7.02.02(k)
Auto/gasoline service station		--	--	--	S	7.02.02(k)
Automobile wash, automatic or self serve		--	--	S	S	7.02.02(l)
Leasing and rental of automobiles, trucks and trailers		--	--	S	--	
<b>Office Service and Medical Uses</b>						
Adult day care facilities		S	--	S	--	
Banks, credit unions, savings and loan establishments and similar financial institutions	With up to 3 drive-through teller windows	P	S	P	P	7.02.02(m)
	With more than 3 drive-through teller windows	S	--	S	S	7.02.02(m)
	Stand alone automatic drive-up teller machines	--	S	S	S	
Hospitals		S	--	--	--	7.02.02(n)

<b>Table 7.02 Schedule of Commercial Uses</b>						
		OSD	NSD	GCD	RCD	Req.
Offices of non-profit professional, civic, social, political and religious organizations		P	P	P	--	
Medical urgent care facilities, medical centers and clinics		S	--	P	--	
Medical offices of doctors, dentists, optometrists, chiropractors, psychiatrists, psychologists and similar or allied professions, excluding clinics, and urgent care centers	Buildings up to 15,000 square feet of gross floor area	P	P	P	P	
	Buildings over 15,000 square feet of gross floor area	S	S	P	P	
Offices of lawyers, engineers, architects, insurance, and real estate agents, financial consultants, and brokers, advertising offices, accounting, and bookkeeping services, clerical, and stenographic services, sales offices, other types of executive, or administrative offices and similar or allied professions	Buildings up to 15,000 square feet of gross floor area	P	P	P	P	
	Buildings between 15,000 and 55,000 square feet of gross floor area	P	S	P	P	
	Buildings over 55,000 square feet of gross floor area	S	--	P	P	
Veterinary <del>clinics, veterinary</del> hospitals <del>and related offices</del>		S	--	S	<del>S</del>	7.02.02(o)
<u>Veterinary clinics without boarding or overnight care</u>		<u>PS</u>	<u>PS</u>	<u>PS</u>	<u>PS</u>	<u>7.02.02(x)</u>
<b>Recreation</b>						
Carnivals, fairs, commercial cider mills and amusement parks		--	--	S	--	7.02.02(p)
Leasing and rental of recreational equipment, including but not limited to boats, canoes, motor homes and jet skis, when accessory to a permitted use		--	S	--	--	
Marinas without boat storage or repair		--	S	--	--	
Motion picture theaters		--	--	P	P	
Public parks and open space		P	P	P	P	
Recreation (outdoor) commercial or private, recreation centers, including children's amusement parks, batting cages, and go-cart tracks		--	--	S	S	7.02.02(q)
Miniature golf courses and driving ranges		--	--	S	S	7.02.02(r)
Recreation (indoor) such as bowling alleys, skating rinks, arcades, <del>gaming establishments,</del> indoor golf or softball, indoor shooting/archery ranges		--	--	S	S	7.02.02(s)
Health clubs, fitness centers, gyms and aerobic clubs		S	S	P	P	
<b>Education</b>						
Commercial schools and studios for teaching photography, art, music, theater, dance, martial arts, ballet, etc		S	S	P	P	
Elementary schools, junior and senior high schools and colleges		P	--	--	--	
Dormitories or student apartments accessory to a college		S	--	--	--	
Vocational and technical training facilities		P	--	P	P	
<b>Public/Institutional</b>						

<b>Table 7.02 Schedule of Commercial Uses</b>					
	OSD	NSD	GCD	RCD	Req.
Animal Shelters	--	--	S	<u>S</u>	7.02.02(t)
Bus passenger stations	--	--	S	S	
Churches, temples and similar places of worship and related facilities	S	P	P		
Shelters and rehabilitation centers for philanthropic or non-profit institutions			S	S	7.02.02(u)
Essential public services and structures, not including buildings and storage yards	P	P	P	P	
Essential public buildings	--	--	P	--	
Public/government buildings such as; township/state/county offices, public museums, libraries and community centers	P	P	P	--	
<b>Accessory Uses</b>					
Temporary outdoor sales and Temporary outdoor events	--	P	P	P	7.02.02(v)
Accessory drive-through service not listed above	--	--	S	S	7.02.02(b)
Accessory uses, buildings and structures customarily incidental to any of the above	P	P	P	P	
Accessory fuel storage and use or storage of hazardous materials	--	--	S	S	13.07

(as amended 12/31/06, 3/5/10, ~~and~~ 6/2/14, and ?/?/?)

**7.02.02 Use Conditions:** Uses noted above shall only be allowed where the following requirements are complied with:

- (a) Shopping centers and home improvement centers over 15,000 square feet shall comply with the following requirements:
  - (1) The center shall have access to at least one County Primary Road or roadway with a right-of-way of at least eight six (86) feet.
  - (2) The design of the center shall ensure that vehicular circulation patterns will minimize conflicts between vehicles and pedestrians on-site,
  - (3) The impacts of traffic generated by the center on adjacent streets will be mitigated to ensure a level of service D, or maintenance of the current level of service if lower than D, along the site's frontage and nearest signalized intersections.
  - (4) Internal circulation shall be designed such that no intersection includes more than four aisles or drives.
  - (5) Site entrances shall be restricted to three-way movements, with unrestricted inbound movements.
  - (6) Internal drives defined by the ends of aisles shall have raised curbed islands at appropriate locations to define circulation paths and control movements through the parking lot.

- (7) Loading facilities which serve the commercial establishment in the principal building shall be screened from public view.
  - (8) Any building side facing a public street or residential district shall be constructed with brick, split face block or similar decorative material, unless a landscaped berm is approved by the Township.
  - (9) Any outlots shall have access, circulation and parking designed to complement the entire site.
- (b) Accessory drive-through service for uses other than restaurants and banks shall comply with the following requirements:
- (1) The drive-through facility must be attached to the structure.
  - (2) The drive-through service, including any lighting associated therewith shall be screened from adjacent residential land uses such that it will not impact the use and enjoyment of said residential land use.
  - (3) Clear identification and delineation between the drive-through facility and the parking lot shall be provided.
  - (4) Each drive-through facility shall provide an escape lane to allow other vehicles to pass those waiting to be served. The Planning Commission may waive the requirement for an escape lane where it can be demonstrated that such a waiver will not result in an adverse effect on public safety or the convenience of patrons of the facility.
  - (5) There shall be a minimum of three (3) stacking spaces.
  - (6) The drive-through facility shall be located on the side or rear elevation of the building to minimize visibility from the public or private roadway.
  - (7) The number of on-site directional signage shall be limited to two (2) signs meeting the area and location requirements of Article 16.
  - (8) The principal structure shall be setback a minimum of fifty (50) feet from all lot lines and the public right-of-way, unless a greater setback applies.
  - (9) When located in the NSD district, accessory drive-through service windows for pharmacies/drug stores shall be used only for prescription drug pick-up and drop-off. Only one drive-through service lane is permitted for each pharmacy or drug store structure in the NSD district. (as amended 12/31/06)
- (c) Automobile, motorcycle, boat and recreational vehicle sales, new and used shall comply with the following requirements:
- (1) Sale space for used mobile homes, recreational vehicles and boats may only be carried on in conjunction with a regularly authorized new mobile home, recreational vehicle or boat sales dealership on the same parcel of land.
  - (2) All outdoor storage areas shall be paved with a permanent, durable and dustless surface and shall be graded and drained to dispose storm water without negatively

impact adjacent property. The Township Board, following a recommendation of the Planning Commission and the Township Engineer, may approve a gravel surface for all or part of the display or storage area for low intensity activities, upon a finding that neighboring properties and the environment will not be negatively impacted.

- (3) No storage or display of vehicles shall be permitted in any landscape greenbelt area, provided the Township may permit a display pod for an automobile within the greenbelt area where it is integrated into the landscape design.
  - (4) The site shall include a building of at least five hundred (500) feet of gross floor area for office use in conjunction with the use.
  - (5) All loading and truck maneuvering shall be accommodated on-site.
  - (6) All outdoor storage area property lines adjacent to a residential district shall provide a buffer zone A as described in Section 12.02. A buffer zone B shall be provided on all other sides. The Planning Commission may approve a six (6) foot high screen wall or fence, or a four (4) foot high landscaped berm as an alternative.
- (d) Commercial Outdoor Display Sales or Storage including, but not limited to, sales or storage of: building/lumber supply, contractor's yards, garden/landscape supplies, nurseries, greenhouses, stone, farm implements, automobiles, trucks, recreational vehicles, mobile homes, boats, jet skis, mowing equipment, construction equipment and similar materials or equipment shall comply with the following requirements:
- (1) Minimum lot area shall be one (1) acre.
  - (2) Any stockpiles of soils, fertilizer or similar loosely packaged materials shall be sufficiently covered or contained to prevent dust or blowing of materials.
  - (3) All outdoor storage areas shall be paved with a permanent, durable and dustless surface and shall be graded and drained to dispose stormwater without negatively impact adjacent property. The Township Board, following a recommendation of the Planning Commission and the Township Engineer, may approve a gravel surface for all or part of the display or storage area for low intensity activities, upon a finding that neighboring properties and the environment will not be negatively impacted.
  - (4) No outdoor storage shall be permitted in any required yard (setback) of buildings for the district in which the commercial outdoor display, sales or storage use is located. Any approved outdoor sales or display within a parking lot shall meet the required parking lot setback; provided the Planning Commission may require additional landscaping screening or ornamental fencing.
  - (5) The site shall include a building of at least five hundred (500) feet of gross floor area for office use in conjunction with the use.
  - (6) All loading and truck maneuvering shall be accommodated on-site.
  - (7) All outdoor storage area property lines adjacent to a residential district shall provide a buffer zone A as described in Section 12.02. A buffer zone B shall be provided on all other sides. The Planning Commission may approve a six (6) foot high screen wall or fence, or a four (4) foot high landscaped berm as an alternative.

- (8) The height of all material and equipment stored in an outdoor storage area shall not exceed the height of any landscape screening, wall or fence. Boats and recreational vehicles may exceed the height of the fence provided that they are setback from the fence a distance equal to their height. Storage of materials up to the height of the adjacent building wall may be permitted in the rear yard if it is illustrated on the site plan, the rear yard does not abut a residential district, will not be visible from an expressway and such storage is confined to within twenty (20) feet of the building.
- (e) Child day care shall provide a minimum of fifty (50) square feet of indoor play area for each child cared for. There shall be one hundred (100) square feet of outdoor play area for each child that would be using the play area at any one given time, provided the minimum outdoor play area shall be no less than one thousand (1,000) square feet. The required play area shall be fenced.
- (f) Conference Centers shall comply with the following requirements:
  - (1) The site shall have direct access, via lot frontage or an improved road, to at least one paved arterial roadway (County Primary Road).
  - (2) The location, geometric design and throat depth of site access points, and overall internal site circulation, shall prevent unreasonable traffic congestion on public roadways. The level of service shall not be below "D" for any turning movements for any event. A traffic management program shall be submitted as part of the application.
  - (3) Building height shall not exceed thirty-five (35) feet but may be three (3) stories (i.e. a permitted exception from the maximum number of stories allowed for other buildings in the various zoning districts).
  - (4) Minimum floor area shall be ten thousand (10,000) square feet of usable conference rooms, meeting rooms, banquet rooms and pre-function space.
  - (5) Minimum building and outdoor use areas shall be setback at least one-hundred (100) feet from any property line of residentially zoned and/or seventy-five (75) feet from any other property line. Buffer zones shall be provided as required for "community commercial" uses in Section 12.02. The Planning Commission may reduce the required setbacks by up to fifty percent (50%) where more extensive landscaping or existing features provide an extensive screen.
  - (6) Parking setbacks shall be forty (40) feet in the front yard, twenty-five (25) feet for side and rear yards adjacent to residential uses, and ten (10) feet elsewhere.
  - (7) The proposed building(s) may provide atriums, lobbies, or other public gathering places.
  - (8) The accessory uses, specialty shops, and activity centers shall be customarily incidental to the primary components of the conference center.
  - (9) All uses, except for off-street parking or loading spaces and approved outdoor gathering places (such as courtyards, plazas, etc.) shall be conducted within a

completely enclosed building. Sales, display, and outdoor storage of any commodities or storage containers, vehicles or other uses shall be expressly prohibited.

- (10) In addition to other requirements, the Impact Assessment shall describe intended and anticipated number, type and frequency of events that may be expected at the proposed site including hours of operation. Include information about outdoor receptions and the location where they may be held.

(g) Funeral homes shall comply with the following requirements:

- (1) Minimum lot area shall be one (1) acre and minimum lot width shall be one hundred and fifty (150) feet.
- (2) An off-street vehicle assembly area shall be provided to be used in support of funeral processions and activities. This area shall be in addition to the required off-street parking and its related maneuvering area.

(h) Commercial kennels shall comply with the following requirements:

- (1) For kennels housing dogs, the minimum lot size shall be two (2) acres for the first four (4) dogs and an additional one-third (1/3) acre for each one (1) additional dog.
- (2) Buildings wherein dogs are kept, dog runs, and/or exercise areas shall not be located nearer than five hundred (500) feet to a residential use or property line, two hundred (200) feet from any adjacent principle building or unit, and shall be setback one hundred and fifty (150) feet to any lot line and/or road right-of-way.
- (3) Adequate odor control measures shall be implemented so that odor from inside or outside the center will not be discernible outside the building.
- (4) All kennels shall be operated in conformance with all applicable county and state regulations and operated by a licensed operator.
- (5) Any dog and food waste shall be properly and lawfully disposed of to not create a litter, insect, rodent, vermin or offensive odor nuisance. Approval from the Utility Authority, the Drain Commissioner and Health Department shall be provided as part of the special use application.
- (6) The applicant may be required to post a financial guarantee, the amount of which to be determined by the Township board, before a permit is granted or renewed.
- (7) The application shall include a floor plan for the facility that indicates noise insulation measures.
- (8) All enclosures for breeding, rearing, shelter, or other uses in connection with harboring of animals, shall be hard surfaces and provided with proper drains for washing with water pressure.
- (9) The applicant shall provide a waste management plan detailing both indoor and outdoor waste management procedures to ensure animal waste is not discharged to surface or storm water. Outdoor animal areas shall be designated and shall consist of

properly maintained lawn, special canine grass or other methods as approved by the Planning Commission following a recommendation by the Township Engineer.

~~(109) Such facilities shall be subject to other conditions and requirements necessary to ensure against the occurrence of any possible nuisance (i.e., fencing, sound-proofing, sanitary requirements).~~

~~(110) Applicants shall submit, at the time of special land use application, a proposed site plan and floor plan and written operating procedures including waste and noise management methods, such as those recommended by the International American Boarding and Pet ~~Kennel~~ Services Association (IABPSKA) or American Kennel Club (AKC). These procedures shall be followed for the duration of the business and shall be designed to prevent or control animal behavior that may adversely impact surrounding uses, including loud or excessive barking.~~

~~Building wherein dogs are kept, dog runs, and/or exercise areas shall not be located nearer than one hundred and fifty (150) feet to any lot line and two hundred (200) feet from the road right of way.~~

~~(3) Such facilities shall be subject to other conditions and requirements necessary to ensure against the occurrence of any possible nuisance (i.e., fencing, sound-proofing, sanitary requirements).~~

~~(4) All enclosures for breeding, rearing, shelter, or other uses in connection with harboring of animals, shall be hard surfaces and provided with proper drains for washing with water pressure.~~

~~(1216) All animals shall be kept indoors between the hours of 10:00 PM and 6:00 AM. (as amended (??/?))~~

- (i) Open front restaurant (window service) and restaurants with outdoor seating shall comply with the following requirements:
  - (1) All trash containers shall be provided outside. Both recycle bins and trash receptacles shall be provided.
  - (2) For open front restaurants with window service, all signs for an open front window placed on the building shall be flat; and interior signs visible to patrons through glass or an opening shall not exceed twenty-five percent (25%) of that area.
  - (3) Additional parking shall be provided for outdoor seating and standing areas.
  - (4) Outdoor noise shall not be greater than that commonly associated with a restaurant. The Township Board may place restriction on outdoor speakers or hours of operation to control the noise.
  - (5) The Zoning Administrator shall approve a land use permit for any outdoor seating including a sketch plan illustrating seating areas, enclosures/railings, sufficient off-street parking and lighting. (as amended 12/31/06)
- (j) Restaurants or coffee shops with drive-in or drive-through facilities shall comply with the following requirements:



- (1) Principal and accessory buildings shall be setback fifty (50) feet from any adjacent public right of way line or property line.
  - (2) The establishment of a new drive-through restaurant shall require the lot be separated a minimum of five hundred (500) feet from any other lot containing a drive-through restaurant.
  - (3) Only one (1) access shall be provided onto any street.
  - (4) Such restaurants constructed adjacent to other commercial developments shall have a direct vehicular access connection where possible. (as amended 3/5/10)
- (k) Automobile service stations and maintenance establishments (including those accessory to another use) shall comply with the following requirements:
- (1) There shall be a minimum lot area of one (1) acre and minimum lot frontage of two hundred fifty (250) feet.
  - (2) Pump islands shall be a minimum of twenty (20) feet from any public right of way or lot line, and at least forty (40) feet from any residential lot line.
  - (3) Access driveways shall meet the standards of Article 15; turning movements may be restricted in consideration of traffic conditions. Only one driveway shall be permitted from each street unless the Planning Commission determines additional driveways will be consistent with the purpose of Article 15.
  - (4) Where adjoining residentially zoned or used property, a solid fence or wall six (6) feet in height shall be erected along any common lot line. Such fence or wall shall be continuously maintained in good condition. The Planning Commission may approve a landscaped berm as an alternative.
  - (5) All repair work shall be conducted completely within an enclosed building. Garage doors shall not face any public roadway except as approved by the Planning Commission under the following circumstances:
    - a. For through garages where doors are provided on the front and rear of the building;
    - b. Garages located on corner or through lots; and,
    - c. Were the Planning Commission determines that a rear garage would have a negative impact on an abutting residential district.

Under these circumstances the Planning Commission may require additional landscape screening above and beyond what is required for street frontage landscaping.
  - (6) There shall be no outdoor storage or display of vehicle components and parts, supplies, or equipment or other merchandise, except within an area defined on the site plan approved by the Planning Commission and which extends no more than ten (10) feet beyond the building.

- (7) Storage of wrecked, partially dismantled, or other derelict vehicles is prohibited, unless such storage is required under police or court order. Vehicles shall not be stored outdoors for more than seven (7) days in any thirty (30) day period.
- (8) Storage of gasoline shall be at least four hundred (400) feet from churches, schools or similar public/quasi public places of assembly.
- (9) Below ground fuel storage tanks shall be at least two thousand (2000) feet from any drinking water well serving two or more residential units.
- (10) The design and materials of the canopy shall be compatible with the main building. The proposed clearance of any canopy shall be noted on the site plan. Any signs, logo or identifying paint scheme on the canopy shall be reviewed by the Planning Commission and considered part of the maximum wall sign permitted. Details on the canopy lighting shall be provided to ensure there is no glare on the public streets or adjacent property, and that lighting levels are in accordance with Section 12.03. Canopy lighting shall be recessed such that the light source cannot be seen from off site.
- (11) The applicant shall submit a Pollution Incidence Protection Plan (PIPP) as part of the Impact Assessment. The PIPP shall describe measures to prevent groundwater contamination caused by accidental gasoline spills or leakage, such as: special check valves, drain back catch basins and automatic shut off valves.
- (12) In the event that an automobile service station use has been abandoned or terminated for a period of more than one (1) year, all underground gasoline storage tanks shall be removed from the premises.
- (13) The establishment of a new automobile service station shall require the lot to be separated a minimum of five hundred (500) feet from any other lot containing an existing automobile service station.
- (14) Automobile service stations and maintenance establishments shall comply to the requirements of Section 13.07, Hazardous Materials and Fuel Storage. (as amended (2/2/2))

- (1) Automobile washes, automatic or self-service, shall comply with the following requirements:
  - (1) Only one (1) ingress/egress driveway shall be permitted on any single street.
  - (2) Where adjoining a residential district, a solid fence or wall six (6) feet in height shall be erected along any common lot line. Such fence or wall shall be continuously maintained in good condition. The Planning Commission may require landscaping, including a berm, as an alternative.
  - (3) All washing facilities shall be within a completely enclosed building.
  - (4) Vacuuming and drying may be located outside the building, but shall not be in the required front yard and shall be set back at least fifty (50) feet from any residential district.

- (5) All cars required to wait for access to the facilities shall be provided stacking spaces fully off the street right-of-way which does not conflict with vehicle maneuvering areas to access gasoline pumps or vacuums, and as required Article 14, Parking and Loading-Unloading Standards.
- (m) Banks, credit unions, savings and loan institutions with drive-through facilities shall only be permitted one (1) ingress/egress driveway, or one (1) pair of one-way driveways along any street.
- (n) Hospitals shall comply with the following requirements:
  - (1) Building shall not exceed a height of four (4) stories.
  - (2) Minimum site size shall be twenty (20) acres.
  - (3) The proposed site shall have at least one property line abutting a primary road as classified by the Livingston County Road Commission, or along a roadway with a right-of-way of at least eight six (86) feet.
  - (4) Front, side and rear yard minimum setback shall be fifty (50) feet.
  - (5) Parking setback shall be forty (40) feet in the front yard, twenty (20) feet for side and rear yards.
  - (6) Emergency room, ambulance and delivery areas shall be screened from public view with an obscuring wall and/or landscaping a minimum of six (6) feet in height.
  - (7) Auxiliary uses, such as a pharmacy, gift shop, cafeteria, medical office buildings with required parking and similar customary hospital related uses shall be allowed.
- (o) Veterinary hospitals which include overnight stays and/or boarding of animals shall comply with the following requirements:
  - (1) The principal accessory building or structure shall be setback seventy five (75) feet from the front property line and fifty (50) feet from all other property lines.
  - (2) All principal use activities shall be conducted within a totally enclosed principal building.
  - (3) The applicant shall provide a waste management plan detailing both indoor and outdoor waste management procedures to ensure animal waste is not discharged to surface or storm water. Outdoor animal areas shall be designated and shall consist of properly maintained lawn, special canine grass or other methods as approved by the Planning Commission following a recommendation by the Township Engineer.
  - (43) Applicants shall submit, at the time of special land use application, a proposed site plan and floor plan and written operating procedures including waste and noise management methods, such as those recommended by the AmericanInternational Boarding and Pet Services Kennel-Association (AIBPSKA) or American Kennel Club

(AKC). These procedures shall be followed for the duration of the business and shall be designed to prevent or control animal behavior that may adversely impact surrounding uses, including loud or excessive barking.  
(as amended (??/?))

- (p) Carnivals, fairs, commercial cider mills and amusement parks shall comply with the following requirements:
- (1) Minimum lot size shall be ten (10) acres.
  - (2) A site plan shall be provided clearly defining activity areas using fences, buildings, walkways or other suitable barriers.
  - (3) All buildings, structures and parking shall be at least three hundred (300) feet from any dwelling unit excluding any dwelling unit on the site.
  - (4) The Township Board may require placement of a six (6) foot high fence around all or part of the site.
  - (5) Access shall be provided onto a primary road, as designated by the Livingston County Road Commission. Access shall be controlled, with capability to accommodate at least three (3) lanes of ingress traffic. At least three hundred (300) feet on stacking (queuing) area shall be provided on site before parking fee collection.
  - (6) The amount of on-site parking shall be deemed sufficient.
  - (7) Maximum coverage by buildings and structures shall be twenty percent (20%).
  - (8) The Township Board may require posting of a performance bond or other form of financial guarantee. The bond shall be in an amount determined by the Board as necessary to cover any potential damage or clean-up on the site or adjacent properties.
  - (9) The Township Board may establish limits on hours of operation, time limits on validity of special use permit, or any other measures deemed necessary to minimize negative impacts on nearby uses and traffic operations along public streets.
  - (10) Prior to issuance of a Special Land Use Permit, the applicant shall provide evidence of public liability insurance and property damage insurance to cover potential liability for death or injury to persons, or damage to property, which may result from the conduct of the activity.
- (q) Commercial Outdoor Recreation Establishments (excluding golf related uses) shall comply with the following requirements:
- (1) Such uses shall include, but need not be limited to, the following: recreational fields, rinks or courts, including football, softball, soccer, tennis, basketball, ice skating, and similar activities, swimming pools open to the general public or operated by a private non-profit organization, archery and shooting ranges, animal racing, go-cart, automobile or motorcycle tracks, music concert pavilions and band shells, amusement parks and uses accessory to the above uses, such as refreshment stands, retail shops selling items related to the above uses, maintenance buildings, office for management functions, spectator seating and service areas, including locker rooms and rest rooms.

- (2) The site shall be adequate to accommodate the intended use(s), parking and adequate buffer areas without significant impact on nearby properties in terms of noise, traffic, lighting glare, views, odors, trespassing, dust or blowing debris, as determined by the Planning Commission. The applicant shall provide documentation the site size is adequate using national facility standards.
- (3) The site shall be located on a paved street which is classified as a Primary Route by the Livingston County Road Commission.
- (4) No building or spectator seating facility shall be located within one hundred (100) feet of a property line.
- (5) The site shall be periodically cleared of debris.
- (r) Golf Driving Ranges, Miniature Golf Courses shall comply with the following requirements:
  - (1) All traffic ingress and egress shall be from a Primary Road, as classified by the Livingston County Road Commission.
  - (2) Any lot line abutting a residential district shall provide a fifty (50) foot wide, landscaped buffer zone A, as defined in Section 12.02.
  - (3) A minimum twenty (20) foot wide greenbelt, as described in Section 12.02, shall be provided along any public street or highway.
  - (4) Site size shall be adequate to retain all golf balls within the site by means of a fence no more than six (6) feet high.
  - (5) The Planning Commission may restrict the hours of operation in consideration of the adjacent land uses and zoning.
- (s) Indoor commercial recreation: (bowling alleys, ice arenas, skating rinks, etc.) shall comply with the following requirements:
  - (1) The principal and accessory buildings and structures shall be not be located within one-hundred (100) feet of any residential district or permitted residential use.
  - (2) All uses shall be conducted completely within a fully enclosed building.
- (t) Animal shelters shall comply with the following requirements:
  - (1) ~~Buildings wherein dogs are kept, dog runs, and/or exercise areas shall not be located nearer than five hundred (500) feet to a residential use or property line, two hundred (200) feet from any adjacent principle building or unit, and shall be setback one hundred and fifty (150) feet to any lot line and/or road right-of-way. Building wherein animals are kept, dog runs, cat cages, and/or exercise areas shall not be located nearer than one hundred (150) feet from any lot line and two hundred (200) feet from the road right of way and any residential zoning district.~~
  - ~~(2) An operations/management plan must be submitted for review.~~
  - (2)

~~(3)~~ Adequate odor control measures shall be implemented so that odor from inside or outside the center will not be discernible outside the building.

(3) All shelters shall be operated in conformance with all applicable county and state regulations and operated by a licensed operator.

~~(4)~~ Any dog and food waste shall be properly and lawfully disposed of to not create a litter, insect, rodent, vermin or offensive odor nuisance. Approval from the Utility Authority, Drain Commissioner and Health Department shall be provided as part of the special use application.

~~(5)~~ The applicant shall provide a waste management plan detailing both indoor and outdoor waste management procedures to ensure animal waste is not discharged to surface or storm water. Outdoor animal areas shall be designated and shall consist of properly maintained lawn, special canine grass or other methods as approved by the Planning Commission following a recommendation by the Township Engineer.

~~(654)~~ The applicant may be required to post a financial guarantee, the amount of which to be determined by the Township board, before a permit is granted or renewed.

~~(765)~~ The application shall include a floor plan for the facility that indicates noise insulation measures.

~~(786)~~ All enclosures for breeding, rearing, shelter, or other uses in connection with harboring of animals, shall be hard surfaces and provided with proper drains for washing with water pressure.

~~(897)~~ Such facilities shall be subject to other conditions and requirements necessary to ensure against the occurrence of any possible nuisance (i.e., fencing, sound-proofing, sanitary requirements).

~~(109)~~ Applicants shall submit, at the time of special land use application, a proposed site plan and floor plan and written operating procedures including waste and noise management methods, such as those recommended by the International American Boarding and Pet Services Kennel Association (IABPSKA) or American Kennel Club (AKC). These procedures shall be designed to prevent or control animal behavior that may adversely impact surrounding uses, including loud or excessive barking. (as amended (??/??))

(u) Shelters and rehabilitation centers for philanthropic or non-profit institutions shall comply with the following requirements:

(1) The center shall have access to at least one County Primary Road, State Trunkline or roadway with a right-of-way of at least eight six (86) feet.

(2) The site shall not be located within five hundred (500) feet of a residential zoning district. (as amended 12/31/06)

- (v) Temporary outdoor sales and Temporary outdoor events may be permitted on the same lot with a developed permitted use and shall comply with the following conditions:
- (1) The total of all such uses on any given lot shall be allowed for a combined total of a maximum of twenty-eight (28) days during a calendar year.
  - (2) There shall be no outside vendors. Merchandise sold or service provided shall be that of the regular use in the principal building of the site. Proof of tenant occupancy in the principal building shall be provided to the satisfaction of the Zoning Administrator.
  - (3) All such uses shall be contained on-site and shall not have an adverse impact on adjacent properties or the surrounding neighborhood. Parking shall be provided on-site and shall not exceed parking and/or occupancy loads.
  - (4) Such uses shall not occupy or utilize the street right-of-way nor block traffic movement on the street, and shall not interfere with pedestrian's use of the sidewalks. Available sanitation facilities must be adequate to meet the requirements of the expected attendance and any temporary facilities shall be approved for use by the Livingston County Health Department. Traffic and dust control measures shall be utilized as deemed necessary by the Zoning Administrator throughout the duration of the sale or event.
  - (5) In addition to being subject to Genoa Township Ordinances, such uses shall be subject to all other applicable law, rules, and regulations including but not limited to the Livingston County Sanitary Code, the regulations of the Livingston County Health Department, Building Department, Road Commission, Drain Commission, Sheriff's Department and the Brighton Area Fire Authority, as applicable. The applicant shall allow for inspections by Township officials, the Brighton Area Fire Authority and all other public agencies having jurisdiction.
  - (6) The applicant shall submit and obtain the Zoning Administrator's approval of a Land Use Permit for each Temporary outdoor sale and/or Temporary outdoor event prior to each such use. The application for Land Use Permit shall include a site plan illustrating location of structures and sale/event areas (with setbacks), sufficient off-street parking, means of ingress/egress, location of utilities, fire lanes, proposed and existing lighting and signs prior to initiation of such activity.
  - (7) The use of any sound system shall be controlled so as not to become a nuisance to adjacent properties and shall comply with the Township Noise Ordinance.
  - (8) Failure to comply with any of the standards within this section shall constitute grounds for immediate termination of the Land Use Permit for the temporary sale and/or event.
  - (9) The restrictions set forth herein shall be enforceable except to the extent pre-empted by state law.

~~(as amended 6/2/14)~~

- (w) Pet Daycare Centers (as differentiated from Kennels, which commonly have outdoor runs and are primarily operated for purposes of sheltering, boarding, impounding, keeping or breeding of animals with minimal social interaction among animals), including retail sale of dog care products, grooming, overnight boarding, and outdoor play area, provided the following conditions are met:
- (1) Hours of operation open to the public are limited to twelve (12) hours per day and shall not extend later than 7 p.m.
  - (2) There shall not be individual, outdoor dog runs.
  - (3) Walls, partitions and floor/ceilings assemblies separating dog daycare facilities from adjacent uses shall adequately soundproofed with a sound transmission class over sixty (60) and shall be constructed so that there will be no emission of noise detrimental to surrounding properties.
  - (4) The number of ~~dogs~~pets cared for at any one time shall not exceed one (1) ~~dog~~pet per one hundred (100) square feet of ~~usable~~gross floor area, which is subject to discretionary review by the Planning Commission.
  - (5) ~~Revenues for o~~Overnight boarding of ~~dogs~~pets shall be an accessory use to the ~~may~~ not comprise more than sixty percent (60%) of the total revenue of the ~~dog~~ daycare center. The length of stay for boarded animals shall be limited to ~~fourteen~~seven (14) consecutive days, and no outdoor boarding shall be permitted.
  - (6) Adequate odor control measures shall be implemented so that odor from inside or outside the center will not be discernible outside the building or unit.
  - (7) Any outdoor play area shall be attached to the center and shall be setback a minimum of three hundred (300) feet from the nearest residential use.
  - (8) The outdoor play area for the ~~pets~~dogs shall be surrounded with a masonry wall or other material that is aesthetically compatible in terms of material, color and finish with the principal and surrounding buildings. Said wall shall be at least ~~six~~seven (6) feet in height and maintained in good condition at all times. Failure to maintain the wall in its original condition shall be considered a violation of the site plan approval.
  - (9) Any outdoor play area is for periodic use only, and ~~dog~~petss shall not be allowed to access the outdoor play area on their own. Not more than ~~fifteen~~ten (15) ~~pets~~dogs shall be permitted in the outdoor play area at any one time. While in the outdoor play area, dogs shall be escorted and supervised by a dog handler who will be responsible for preventing or quickly suppressing any dog behavior that may adversely impact surrounding uses, including loud or excessive barking.
  - (10) The applicant shall provide a waste management plan detailing both indoor and outdoor waste management procedures to ensure animal waste is not discharged to surface or storm water. Outdoor animal areas shall be designated on the plan and shall consist of properly maintained lawn, special canine grass or other methods with an appropriate drainage system to control surface run-off. The outdoor area surface



shall be approved by the Planning Commission following a recommendation by the Township Engineer. The outdoor play area must have special canine grass designed for the purpose of covering outdoor areas for dogs, with an appropriate drainage system to control surface run-off. The outdoor play area must be maintained in a clean, sanitary manner, and adequate odor control measures shall be implemented so that odor will not be discernible beyond the area. Solid pet dog waste in the outdoor play area must be promptly picked up.

- (11) Any pet dog and food waste shall be properly and lawfully disposed of to not create a litter, insect, rodent, vermin or offensive odor nuisance. Approval from the Utility Authority, Drain Commissioner and Health Department shall be provided as part of the special use application.
- (12) The applicant shall demonstrate the proposed drop-off/pick-up pattern and shall provide one (1) parking space for each staff member and one (1) space for each 5 animals permitted at the daycare.
- (13) Applicants shall submit, at the time of special land use application, a proposed site plan and floor plan and written operating procedures including waste and noise management methods, such as those recommended by the American International Boarding and Pet Services Kennel Association (IABPSKA) or American Kennel Club (AKC). These procedures shall be followed for the duration of the business and shall be designed to prevent or control animal behavior that may adversely impact surrounding uses, including loud or excessive barking.
- (x) Veterinary Clinic (as differentiated from Veterinary Hospital, which commonly has animal boarding or overnight in-patient animal care) provided the following conditions are met:
  - (1) A site plan shall be provided as part of the Land Use Permit application showing a dedicated outdoor animal walk area. Outdoor animal areas shall consist of properly maintained lawn, special canine grass or other methods with an appropriate drainage system to control surface run-off. The outdoor area surface shall be approved by the Planning Commission following a recommendation by the Township Engineer. The outdoor area must be maintained in a clean, sanitary manner, and adequate odor control measures shall be implemented so that odor will not be discernible beyond the area. Solid pet waste in the outdoor area must be promptly picked up.
  - (2) Applicants shall submit, at the time of land use application, a proposed site plan and floor plan and written operating procedures including waste and noise management methods. The waste management plan shall detail both indoor and outdoor waste management procedures to ensure animal waste is not discharged to surface or storm water. These procedures shall be followed for the duration of the business and shall be designed to prevent or control animal behavior that may adversely impact surrounding uses, including loud or excessive barking. (as amended (??/?))

(as amended (??/?))

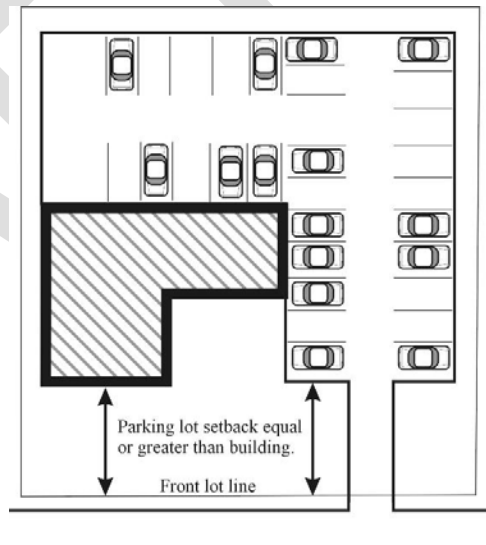
**Sec. 7.03 DIMENSIONAL STANDARDS**

7.03.01 **Commercial Schedule of Area and Bulk Requirements.** All lots, buildings, structures and parking areas shall comply with the area height and bulk requirements in Table 7.03.01:

Table 7.03.01 DIMENSIONAL STANDARDS – COMMERCIAL DISTRICTS								
District	Min. Lot Area <sup>(a)</sup>	Min. Lot Width <sup>(a)(b)(c)</sup>	Minimum Yard Setbacks – <sup>(d)(e)(f)</sup>				Max. Lot Coverage <sup>(o)</sup>	Max. Height <sup>(k)</sup>
			Front Yard <sup>(g)(h)(i)(j)</sup>	Side Yard <sup>(l)</sup>	Rear Yard <sup>(m)</sup>	Parking Lot		
Neighborhood Service District (NSD)	1 Acre	100 ft.	70 ft. 35 ft. if no parking in the front yard	10 ft. each side	40 ft.	10 ft.	Governed by setbacks	20 ft. one story
Office Service District (OSD)	1 Acre	100 ft.	70 ft. 35 ft. if no parking in the front yard	20 ft. each side	40 ft.	20 ft. 10 ft. side and rear	35% bldg. 60% impervious surface	35 ft. 2.5 stories
General Commercial District (GCD)	1 Acre	150 ft.	70 ft. 35 ft. if no parking in the front yard	15 ft. each side	50 ft.	20 ft. 10 ft. side and rear	35% bldg 75% impervious surface	35 ft. 2 stories
Regional Commercial District (RCD)	2 Acres	200 ft. <sup>(n)</sup>	70 ft. 35 ft. if no parking in the front yard	20 ft. each side	50 ft.	20 ft. 10 ft. side and rear	35% bldg 75% impervious surface	45 ft. 3 stories
Planned Unit Development (PUD)	See Article 10, Planned Unit Development Districts. Setbacks from perimeter of property shall be consistent with the standards of the underlying zoning district. Internal setbacks shall be determined during the PUD review process.							

7.03.02 Footnotes to Table 7.03.01:

- (a) **Lot Area with Shared Access:** The lot area and width may be reduced to 20,000 square feet and 80 foot lot width for sites that have shared driveways and service drive connections with adjacent lots/uses and all access management requirements of Section 15.06 are complied with.
- (b) **Lot Width:** Minimum lot width is measured at the required front yard setback distance from right-of-way. Measurement for flag shaped lots shall be at the point where the narrow access strip joins the larger section of the lot, as determined by the Zoning Administrator.
- (c) **Depth to Width Ratio:** Lot depth shall be no greater than four (4) times the width.
- (d) **Landscape Buffers:** See landscape buffer zone and screening requirement in section 12.02 based on adjacent zoning.
- (e) **Natural Features Setback:** All structures shall be setback a minimum of twenty five (25) feet from an MDEQ regulated wetland and seventy (70) feet from the shoreline of a lake.
- (f) **Projections into Yards:** Projections into required yards are permitted for certain architectural features as described in section 11.01.04.
- (g) **Front Yard Setback Reduction:** The reduced front yard setback is allowed for sites that do not have parking in the front yard. The parking lot, including parking spaces and drive aisles must be located in the rear yard or the side yard where the parking lot is located no closer to the front lot line than the front wall of the building, with the exception of driveways providing access from the road and service drives or frontage roads providing cross-access to adjacent lots. (as amended 12/31/06)
- (h) **Use of Front Yard:** Except for necessary drives, walks and approved signs, or as authorized by Special Land Use, the required front yard shall not be used for loading, storage or accessory structures. (as amended 3/5/10)
- (i) **Landscape Greenbelt:** The front yard shall include a landscaped greenbelt as required by section 12.02.
- (j) **Detention Ponds:** Detention ponds shall be prohibited in the front yard, unless the Township Engineer determines there is no reasonable alternative due to existing topography and natural drainage problems.
- (k) **Exceptions to Height Limitations:** See exceptions to maximum height required for mechanical equipment; cornices; spires; cupolas; for institutional uses etc. in section 11.01.05.
- (l) **Side Yard Setback:** Where the building is connected to a building on an adjoining lot by an approved fire wall, the required side yard on the common side may be reduced to zero (0) feet.
- (m) **Rear Yard Setback:** The setback may be reduced to not less than twenty-five (25) feet by the Planning Commission if a wall or landscaped berm is provided to screen loading



areas, and the rear of the building has the same architectural character and materials as the front and side.

- (n) **Access Spacing:** Access points shall be at least 600 feet from a signalized intersection or expressway interchange ramps provided the spacing may be modified by the Township, with input from road agency staff, to minimize conflicts with traffic operations at intersections or existing access points.
- (o) **Impervious surface:** Impervious surface shall be determined as the total ground square footage of the building footprint plus the total of all paved surfaces.

**Sec. 7.04 ADDITIONAL SITE DEVELOPMENT STANDARDS**

7.04.01 All Permitted and Special Land Uses shall comply with all applicable provisions of this Zoning Ordinance including those listed below.

- (a) Article 11, General Provisions, shall be adhered to for general dimensional standards, calculation of (buildable) lot area, access to dedicated streets, projections into yards, supplementary height regulations, principal building, structure or use, determination of "similar uses", changes in tenancy/ownership, voting place, temporary buildings and structures, open storage, parking and repair of vehicles, essential public services, wireless communication facilities, fences, walls and screens, reception antennas and towers and wind energy conversion systems. (as amended 3/5/10)
- (b) Article 12, Site Development Regulations, shall be adhered to for commercial, office and industrial architecture, greenbelts, landscape materials and screening, exterior lighting, waste receptacles and non-motorized pathways and sidewalks.
- (c) Article 13, Environmental Protection Regulations, shall be adhered to for, clearing of woodlands and earth changes prior to development, wetland protection standards, floor drains, stormwater management and performance standards. (as amended 12/31/06)
- (d) Article 14, Parking and Loading-Unloading Standards, shall be adhered to for all non-single family residential parking.
- (e) Article 15, Access Management and Private Road Standards, shall be adhered to for all commercial driveways, shared driveways and private roads.
- (f) Article 16, Sign Standards, shall be adhered to for all signage.
- (g) Article 18, Site Plan Review and Impact Statement, shall be adhered to for the submission, review and approval of site plans for non-single family residential uses.
- (h) Article 19, Special Land Uses, shall be adhered to for the submission, review and approval of all special land uses.
- (i) Article 20, Land Divisions, shall be adhered to for all applications to divide land. Where a subdivision plat is required, the requirements of the Township Subdivision Control Ordinance shall be followed.



**Dog Town and Kitty City**

**Where the dogs come to play and the kitties come to stay**

**Howell, Michigan 48844**

**[www.dogtownkittycity.com](http://www.dogtownkittycity.com)**

**Paula Vanderkarr**

**[pvanderkarr@gmail.com](mailto:pvanderkarr@gmail.com)**

**989-277-1864**

## Pet Day Care Zoning

(w) Pet Daycare Centers (as differentiated from Kennels, which commonly have outdoor runs and are primarily operated for purposes of sheltering, boarding, impounding, keeping or breeding of animals with minimal social interaction among animals), including retail sale of dog care products, grooming, overnight boarding, and outdoor play area, provided the following conditions are met:

(1) Hours of operation open to the public are limited to twelve (12) hours per day and shall not extend later than 7 p.m.

(2) There shall not be individual, outdoor dog runs.

(3) Walls, partitions and floor/ceilings assemblies separating dog daycare facilities from adjacent uses shall adequately soundproofed with a sound transmission class over sixty (60) and shall be constructed so that there will be no emission of noise detrimental to surrounding properties.

(4) The number of dogs cared for at any one time shall not exceed one (1) dog per one hundred (100) square feet of usable floor area, which is subject to discretionary

*review by the Planning Commission. Current industry recommendations are from 50 to 100 square feet (for the average of 75 square feet per dog in your care) depending on the size and breed of the dog. We would like to see this lowered to 70 square feet per gross floor area. Referenced from FabJob Inc. FabJob Guide to Become a Dog Daycare Owner 2014, Recommendations from The Dog Gurus –Robin Bennett and Susan Briggs 2016 are 70-100 Square foot per dog of play area (could be as low as 50 for groups of small dogs only or 40 for toy breeds.*

(5) Revenues for overnight boarding of dogs may not comprise more than sixty percent (60%) of the total revenue of the dog daycare center. The length of stay for boarded animals shall be limited to seven (7) consecutive days, and no outdoor boarding shall be permitted. *We would like to see this number changed to 15 for flexibility i.e. holidays, longer vacations and owner illness/ surgeries.*

(6) Adequate odor control measures shall be implemented so that odor from inside or outside the center will not be discernible outside the building or unit. We can comply.

(7) Any outdoor play area shall be attached to the center and shall be setback a minimum of three hundred (300) feet from the nearest residential use. *We would like to drop back to 150 or 200 feet based on local zoning in nearby townships.*

(8) The outdoor play area for the dogs shall be surrounded with a masonry wall or other material that is aesthetically compatible in terms of material, color and finish with the principal and surrounding buildings. Said wall shall be at least seven (7) feet in height and maintained in good condition at all times. Failure to maintain the wall in its original condition shall be considered a violation of the site plan approval. *We would like to see the fence requirement lowered to 6 feet in height again based on the local zoning of nearby township. Our plans are to place a 6' white vinyl privacy fence around the play area.*

(9) Any outdoor play area is for periodic use only, and dogs shall not be allowed to access the outdoor play area on their own. Not more than ten (10) dogs shall be permitted in the outdoor play area at any one time. While in the outdoor play area, dogs shall be escorted and supervised by a dog handler who will be responsible for preventing or quickly suppressing any dog behavior that may adversely impact surrounding uses, including loud or excessive barking. *We would like to see this number increased to 20 dogs based on the local zoning in nearby townships around Howell i.e. Commerce Township.*

(10) The outdoor play area must have special canine grass designed for the purpose of covering outdoor areas for dogs, with an appropriate drainage system to control surface run-off. The outdoor play area must be maintained in a clean, sanitary manner, and adequate odor control measures shall be implemented so that odor will not be discernible beyond the area. Solid dog waste in the outdoor play area must be promptly picked up.

(11) Any dog and food waste shall be properly and lawfully disposed of to not create a litter, insect, rodent, vermin or offensive odor nuisance. Approval from the Utility Authority and Health Department shall be provided as part of the special use application.

(12) The applicant shall demonstrate the proposed drop-off/pick-up pattern and shall provide one (1) parking space for each staff member and one (1) space for each 5 animals permitted at the daycare.

(13) Applicants shall submit, at the time of special land use application, a proposed site plan and floor plan and written operating procedures including waste and noise management methods, such as those recommended by the American Boarding and Kennel Association (ABKA) or American Kennel Club (AKC). These procedures shall be followed for the duration of the business and shall be designed to prevent or control animal behavior that may adversely impact surrounding uses, including loud

**or excessive barking.** *Note: The American Boarding and Kennel Association (ABKA) is no longer a functioning body due to bankruptcy in May 2012. The American Kennel Club doesn't have regulations on boarding or daycare. Their guidelines apply to breeders and handlers only. We have no intention of breeding dogs.*





## Daycare Operations Standards By The Dog Gurus

The standards listed are considered the minimum acceptable aspects to prioritizing safety during dog daycare and off-leash playgroup sessions.

### Design and Layout of Physical Space

<b>Design and Layout of Physical Space should allow</b>	<b>The Dog Gurus Resources available to provide further information and assistance</b>
<ul style="list-style-type: none"> <li>• Ability to separate large and small dogs, puppies and tiny dogs (under 10lbs)</li> <li>• Double gates or doors into play areas to minimize risk of escape and provide safer entry or exit of dogs to and from the playgroup</li> <li>• 70 - 100 Square foot per dog of play area (could be as low as 50 for groups of small dogs only or 40 for toy breeds)</li> <li>• Nap areas where dogs can be individually rested away from the dogs</li> <li>• Areas where dogs can get away for a brief break on the play floor (e.g., under equipment, in a crate, etc.)</li> <li>• Safe, rust resistant, easy-to-clean construction materials for play area dividers that allows for noise and odor control as well as good sanitation</li> <li>• Non-skid flooring that allows for good sanitation</li> <li>• Climate control measures both inside and outside</li> </ul>	<ul style="list-style-type: none"> <li>• The Four E's of Excellence (free when you joined The Dog Gurus (see <a href="https://www.thedoggurus.com/special-gifts-joining/">https://www.thedoggurus.com/special-gifts-joining/</a>)</li> <li>• Blogs, articles and resources in the "Evaluating Facility" section of "Tools and Resources (at <a href="https://www.thedoggurus.com/evaluating-your-facility/">https://www.thedoggurus.com/evaluating-your-facility/</a>) including:               <ul style="list-style-type: none"> <li>○ The Four E's Assessment Checklist</li> <li>○ Stand Apart with CCPDT Certification</li> </ul> </li> <li>• The Four E's Online Course (available FREE to All Access Members) at <a href="https://www.thedoggurus.com/course-list/">https://www.thedoggurus.com/course-list/</a></li> </ul>

## 2.2 Your Day at the Daycare

The day at a dog daycare starts pretty early — usually you'll be open for business by 7 or 8 a.m. Dog owners will arrive with their pets, check them in, say goodbye, and be on their way to work. Most dogs will have eaten breakfast, although you may get the occasional special request for a morning feeding if the owner was in a rush.

A typical daycare day is a whole day of care while the owner is at work, with owner drop off in the morning and pickup in early evening, but there is room for variance depending on your niche. For example, some daycares offer pickup and drop-off service to their clients. At other daycares, short-term care (a few hours at a time) can also be arranged. And there are also dog daycares that offer overnight services, which we cover in the upcoming section on additional services to offer.

### 2.2.1 Play and Daily Routine

When dogs will be in your care for a whole day, it's a good idea to have a bit of structure. This may include set nap times, and a rotating schedule of indoor/outdoor play. As fun as it is to play with your own dog at home, dogs at daycare play mainly with each other, not their human caregivers.

This doesn't mean you sit in your office and read the newspaper while the dogs romp around, though. A minimum of one staff member should be on hand to supervise each group of 10 to 15 dogs. The supervisor needs to be on hand paying attention to the socialization of the dogs, and close enough to step in quickly if needed.

Toys can be provided, but providing dogs with toys requires extra-close supervision. Like children, dogs can easily choke on small items they ingest. Buy high-quality toys, and inspect them daily for wear that could cause pieces to break off. If you can't supervise toy use carefully, you'd be safer not providing them at all. Clients will appreciate your concern for their pets' safety if you explain the reasons no toys are present.

Most dogs like to socialize, and have unique play styles. In order to prevent small dogs from being hurt by big dogs just wanting to play, many dog daycare owners will separate dogs into playgroups by size. If you

eat or sleep, an isolation space for dogs that misbehave, a lobby for drop-off and pick-up, laundry room and office, storage, and an area for employees to take a break.

Dog daycares require a rather large play area — the current industry recommendations are anywhere from 50 to 100 square feet (for an average of 75) per dog in your care, depending on the size/breed of dog. The play area can be indoors or outdoors, or a combination, depending on what your space will allow. Play structures like play pools, ladders, and some cheerful decorating complete a basic safe-and-fun play area.

“[We are an] all-suite dog boarding and doggy daycare. We have no cages or kennels — all our suites are 6x8 feet or 8x10 feet bedrooms with sofas and porcelain tile floors, half walls and Dutch doors. Most bedrooms have access to play yards, and dogs can go in and out freely,” says Paws Inn owner Bobbi Heimbaugh.

If you ask the owners of any business where pets come to call, you’ll know that it’s a given that pets will need to relieve themselves either upon entering or exiting your facility as well as during their visit. Rather than let your clients choose a spot, many dog daycare owners prefer to set aside a potty area, marked by a sign or miniature fire hydrant — both outside your facility, and inside where dogs play.

## 4.1.2 Layout and Design

When you are thinking about the layout of your workspace, be sure to consider how dogs will move through the areas. Are there pets you don’t want to come into contact with each other, such as aggressive dogs and shy dogs? How will you help these animals avoid contact with each other? How will you keep daycare dogs from barking at each owner as they come to pick up their dog at the end of the day?

Where you place your office, break room, etc. will depend on the space available and how you want dog and people “traffic” to move from area to area. As you mentally walk through a day at your dog daycare, you will also consider issues such as:

- Will you have laundry facilities on site, or send laundry away to a service?

## Pet ownership trend have changed significantly!

The dog's role of a pet, to valuable member, of the family has resulted in the emergence of a booming pet industry market. One of the most profitable and popular businesses to be born out of the shift in society is dog daycare. At "Dog Town and Kitty City" we specialize in caring for dogs while their owners are at work, or have other commitments that would force their dog to be left home alone. We are dedicated to giving the pets in our care a fun filled day, or emotional and mental stimulation, and providing the owners with the peace of mind that their pet is receiving the utmost in personal care and attention while they are participating in activities at our facility.

Pet ownership has been on the rise for the last 12 years. In 1988, 56% of U.S. households owned a pet. According to the American Pet Products Association 2015-2016 National Pet owners' survey, about 65% of U.S. households own a pet. Noteworthy findings from this survey show an increase in the number of new and younger pet owners. This survey has found that more than 10% of current pet owners are new pet owners, which equates to almost eight million new pet owners within the last year, the majority of which are Gen Y and Gen X. According to this survey, this generation tends to spend more dollars on their pets than their parents and grandparents do. A Gen Y dog or cat owner spends more to purchase their pet, takes them to the vet more often, buys more toys, gifts and care items and utilizes more services than Gen X, Baby Boomers.

We plan on offering specific classes at various times for therapy dog preparation; agility and rally obedience as well. We are willing to go to offsite facilities and offer obedience classes.

In addition, we plan on visits at the elementary schools in the area to provide an educational opportunity to help the youth be safe around a dog. In our relationship with the local humane society/ animal shelters and we will offer discounted obedience training classes from owners who recently adopt a dog.

We will establish a relationship with the local humane society. We can host an adopt a dog event, or even fundraisers that might include our clients who donate unused pet supplies that can be provided to pet shelters in the area. There are many opportunities to bring new clients to our facility for a tour to see what services we offer such as offering photo shoots with their dog at Christmas, at the summer holiday season.

Our staff will consist of a general manager/owner and one co-manager/instructor with several part-time staff to assist with the volume of guests with the ratio being 8 to 15 dogs based on energy and temperament of the guests.

The manager/owner Paula Vanderkarr has 27 years with in the retail industry, beginning her career working as customer service staff and moving on into management in the corporate level for 18 years. She grew up with dogs as her father bred and raised beagles. Paula helped with the day-to-day care of the adult dogs as well as taking care of the puppies. Paula has the ability to work with employees with very little skill sets and this honed with her becoming the cutting edge manager. Employees want to come to work every day and be part of her team. For the past 3 years Paula has been pet sitting at her home to, prove to herself, that this was her passion.

Co-manager Cheryl Barton has over 40 years of experience working with dogs. She has trained numerous dogs throughout her lifetime. She has been teaching dog obedience classes through the local high school with the community education for over ten years. With her leadership as the Dog Superintendent of the Shiawassee County 4-H dog program-the community has developed the largest 4-H dog program in the state of Michigan. Cheryl also offers 35 years of experience working in retail management through her career with the Kmart Corporation.

All employees will go through an extensive training program utilizing the training program developed by "The Dog Gurus" Robin Bennett, CPDT and Susan Briggs, CKO. This training program is quite extensive. Utilizing the industry standard for staff education and accountability, Master Plan Pet Care™ each and every job function will be fully systemized with specific policies and procedures used by the top facilities in the country. Policies include safety, animal health, customer service, teamwork, professionalism, cleaning, disinfection, facility management, and customer service. Each policy is designed specifically for the pet care industry and is compiled from the top 600 facilities in an ongoing process improvement environment.

This training program utilizes two training workbooks: 1 - Knowing Dogs 101: Dog Language which has 8 modules and DVDs; and Knowing Dogs 201: Group Play also with 8 modules and DVDs for learning.

The purpose of Knowing Dogs 101 is to provide the tools and knowledge that pet care providers need to remain safe while working with dogs in a professional pet center. Dogs have a language that they use to communicate, with each other, with humans, and with other animals. When you learn and understand their language you'll recognize the warning signs and signals that the dog is not comfortable and how to safely respond. The dog language program helps pet care providers recognize the early warning signs of discomfort and shows them how to take action to make each dog comfortable. This will result in happier and healthier dogs that make the job easier and produce satisfied clients that keep coming back.

Knowing Dogs 201: Group Play provides the skills and knowledge to supervise group play and be physically safe and leave the group as emotionally sound as when they arrived to play. The lesson in this series help pet care providers, recognize the early warning signs of inappropriate play behaviors, and shows them how to take action to keep play fun and safe for each dog. This, too, will result in happier and healthier dogs that make the job easier and satisfied clients that keep coming back.

The dog owner of yesterday isn't the same dog owner of today. The dog owner of today treats their dog more like a child in the family. Families are smaller today with only one or two children or with no children. No one is home during the day so dogs left alone will sometimes get into boredom problems and destructive issues.

According to the American Pet Product Manufacturers Association (APPMA) pet owners have spent 55 billion dollars on their pets in 2014. Since 1996 to 2005 –American pet owners have boosted their pet budget by nearly 75%. Pet ownership has been on the rise for the last 12 years, in 1988, 56% of U.S. households owned a pet, comparatively, according to the American Pet Products Association 2015-2016 National Pet owners' survey, about 65% of U.S. households own a pet.

According to the international boarding and pet service Association in 2014 it was estimated that 36.5% of all US households have an estimated 1.6 dogs and 30.4% of all US households have an estimated 2.1 cats. So if you take the # of households and multiple it by 1.6 for dogs and 2.1 for cats then multiply by .365 or .304 that gives you an estimate on how many dog and cats are in a given radius.

In the area I'm looking at, I've broken it down by dogs and cats and by 5, 10, 15, and 20 miles.

Dogs:

5 miles 10,415  
10 miles 20,440  
15 miles 55,018  
20 miles 95,211

Cats:

5 miles 11,385  
10 miles 22,344  
15 miles 60,143  
20 miles 104,081

## ***Competition***

Competition in the area:

Bark Town in Howell is a facility that offers grooming, daycare, and training. No services are available for cats.

Pet Ritz in Brighton is a facility that offers boarding, overnight boarding, grooming, daycare and training. No services are available for cats.

Animal Crackers in Hartland provide boarding, overnight boarding, grooming, and daycare. Boarding and grooming services for cats are available. No training is provided for dogs.

Paws Palace in Fenton offers boarding, overnight boarding, grooming, and day care. They offer pickup and delivery to your home. In home visits are available to let your pet in and out as well as boarding and grooming services for cats.

Animal House in Waterford offers boarding, overnight boarding, and daycare. No training services are available. No services for cats are available.

Camp Bow Wow in Brighton offer boarding, overnight boarding, daycare, and grooming. Their play is that they call their facility a camp and everything is relating to camping. They call their enclosures cabins and they are like the newer style of boarding that are like suites. Small rooms with an elevated bed, some decor on the wall and sometimes TV's in the individual suites.

Some of the services that we plan on offering that set us apart from the competition will be:

- Our competitive advantage is increased boarding services, transportation services for delivery and pick up of pets at various locations.
- Community seminars/ training classes, partnerships with local business and organizations.
- Partnerships with local businesses to offer the day care services as an employee benefit.

- Visits at the elementary schools in the area to do an educational visit on meeting and greeting a dog, and proper greeting techniques for the safety of the children.
- Offering discounted obedience training classes for owners who recently adopted a dog.
- Working with the local humane society to host an adopt a dog event.

Our keys to success will be providing superior pet care, competitive pricing, and excellent customer service.

### ***Marketing/Sales Plan***

Pets have always played an important part in the makeup of the American family. However, the American culture has shifted dramatically in the last two decades, providing a more prominent role for the pet as a valued member of the family. In today's busy society, the constant necessity of working and handling the daily tasks of life leads to people losing touch with friends and family so they become much closer to their pets. The population has made another important shift in that couples are waiting much longer to have children, if at all. Thus the disposable income that would have been spent on a child is being shifted and spent on the family pet.

As our society continues to grow and more homes report ownership of pets the bonds between those owners and their pets continues grow along with the amount of money that they are willing to spend on those pets.

We now have dog bakeries, luxury pet motels, gourmet pet food, and a myriad of other pet related services that would have been unheard of 20 years ago. These services are now being viewed not as an eccentricity for the wealthy but as a viable and useful service for the comfort of our four legged family members.

Companies that provide specialty services to pets are reporting year over year profit increases in the triple digits. Society views of pets has shifted from purely outside or recreational additions to the family to accepted, loved and cared for members of the family. The market segment of pet owners is becoming a more solid profit maker, with the trend towards spending more money on a pet with every passing year.

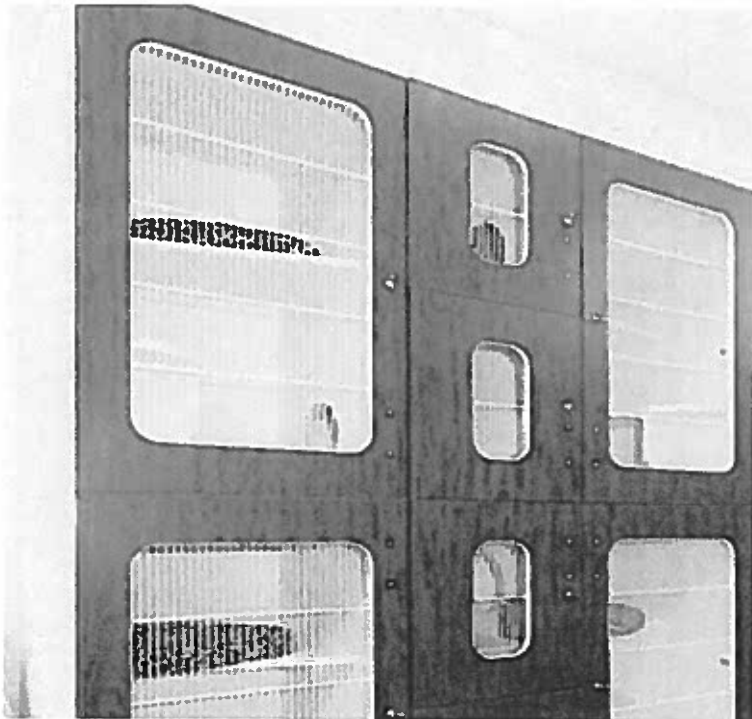
By using strategic networking with local humane societies and volunteer organizations, we can utilize the free press coverage to begin to reach our target client market. Placing well-designed and easily visible advertising material and discount coupons in pet stores, adoption agencies and the veterinary facilities in our area will be part of our marketing strategy. Working with the volunteer and pet wellness organizations, we can host adopt-a-thons and other public service events at our facility to bring pet owning individuals to our facility and provide them with a tour and a description of the services we offer. By offering extended business hours beyond the range of normal work schedule, we will allow owners to drop their pet off on the way to work and still conveniently pick them up after work.

#### **Marketing Plan:**

- To develop a partnership with St. Joseph Hospital to offer pickup and delivery transportation to the facility as an employee perk. We would pick up their pet and take it to the facility to do the purchased grooming and/or day care services and return the pet at the desired time.
- Offer obedience training classes/ puppy classes in the church community at their location to 242 church that has 5000 plus attendees on the weekends.
- Advertise our business at the local dog park in the area by creating flyers explaining our services.

- Offer sample training classes at the park to show the owners what they can receive through the normal training classes offered at our facility.
  - Develop a relationship with local breeders in the area to encourage their dog buyers to utilize our facility for boarding, grooming, daycare, and training.
  - Post flyers on community bulletin boards to advertise our services.
  - Utilize social media such as Facebook, twitter, and Instagram to advertise our services, upcoming training classes etc.
  - Develop a website that describes all the services that we offer, prices for services complete with pictures and photographs of happy pets attending the services that we provide.
  - Develop a good relationship with local veterinarians with pass through links on our website to services and medicines that they offer on their individual sites. By maintaining a strong relationship with our local veterinarians, we will insure good business in the form of referrals.
- All the tools of this trade will be the latest in environmental friendly such as my bathing system uses 90% less water along with our floor machine that uses 70% less water.

I would like to thank you for taking the time to read over a cherry picked version of my business plan and would be will to meet with you and share my entire Business plan with 3 year projections and address in large cities where this type of business is next door to law firms, physicians, pizza places and even residential setting and it works!



Cat Condos







Dog Suite

# 3555 GRAND RIVER - FOR LEASE

3555 GRAND RIVER, HOWELL, MI 48843



EXCLUSIVELY LISTED BY:

**JOHN PORTH**

Vice President

[jkporth@thomasduke.com](mailto:jkporth@thomasduke.com)

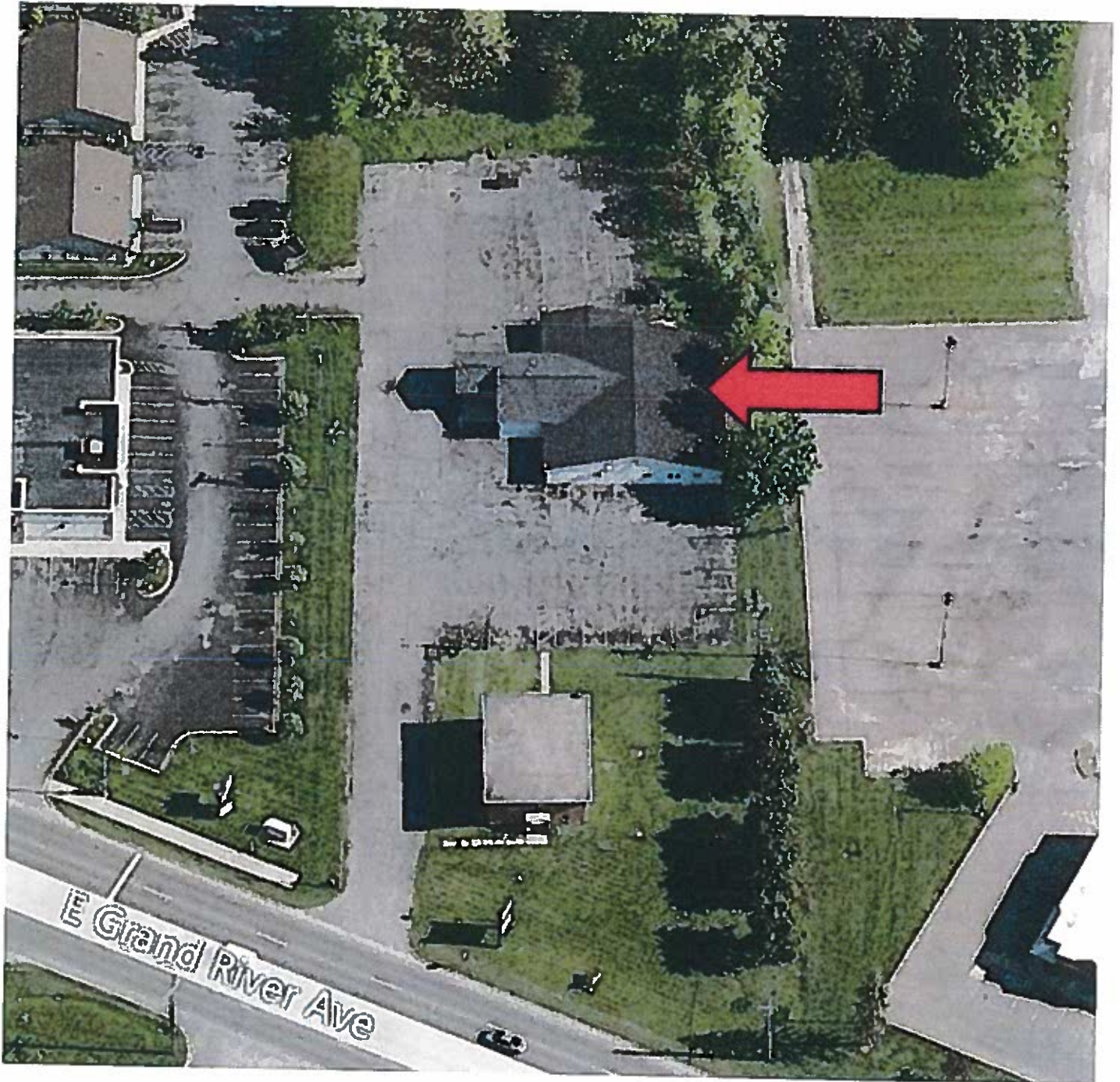
**MARK SCHAFFER**

Associate

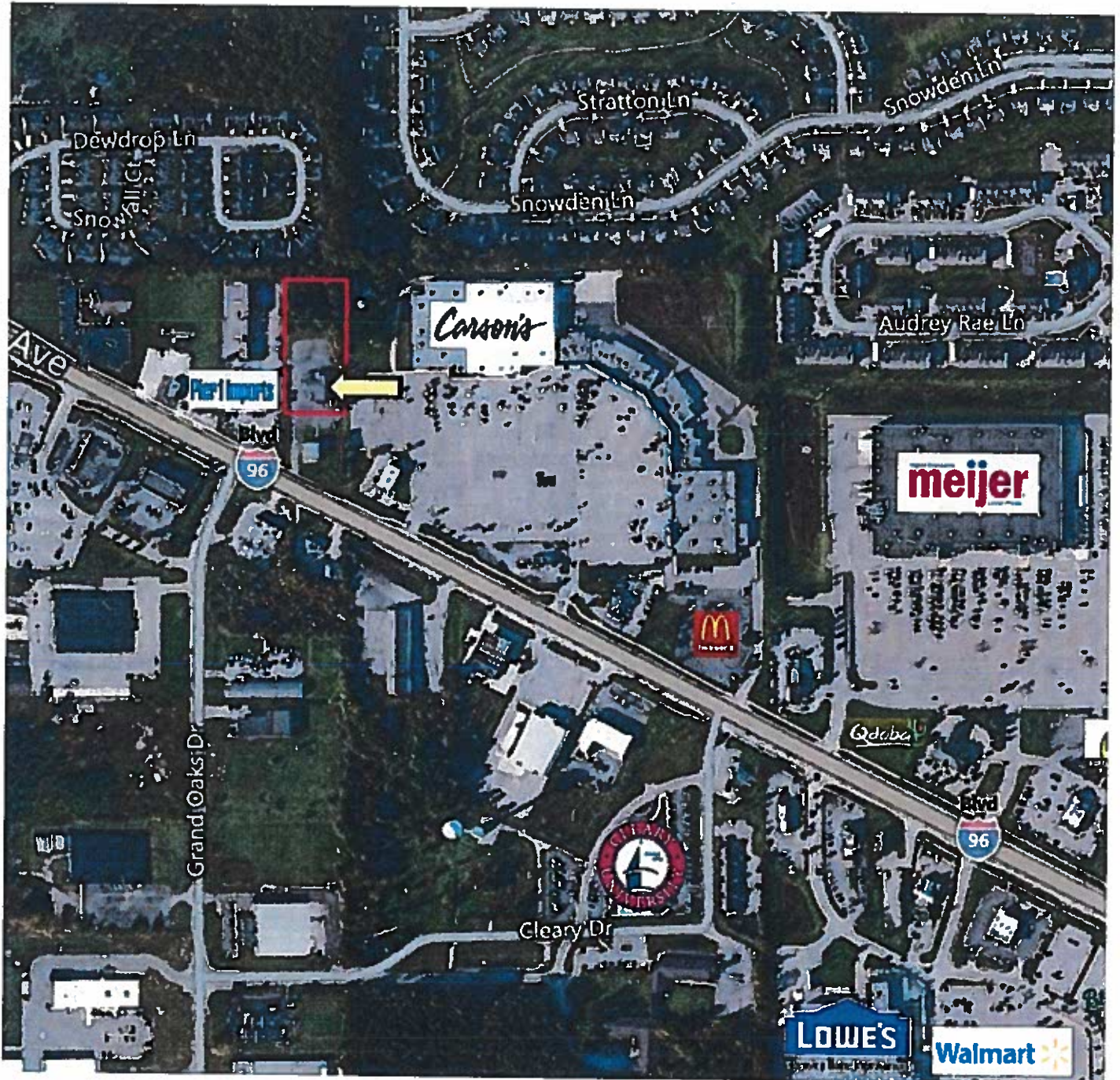
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**THOMAS DUKE COMPANY**  
COMMERCIAL PROPERTY

BIRDSEYE AERIAL: 3555 Grand River | Howell, MI 48843



AERIAL: 3555 Grand River | Howell, MI 48843



# St Clair Shores, Michigan

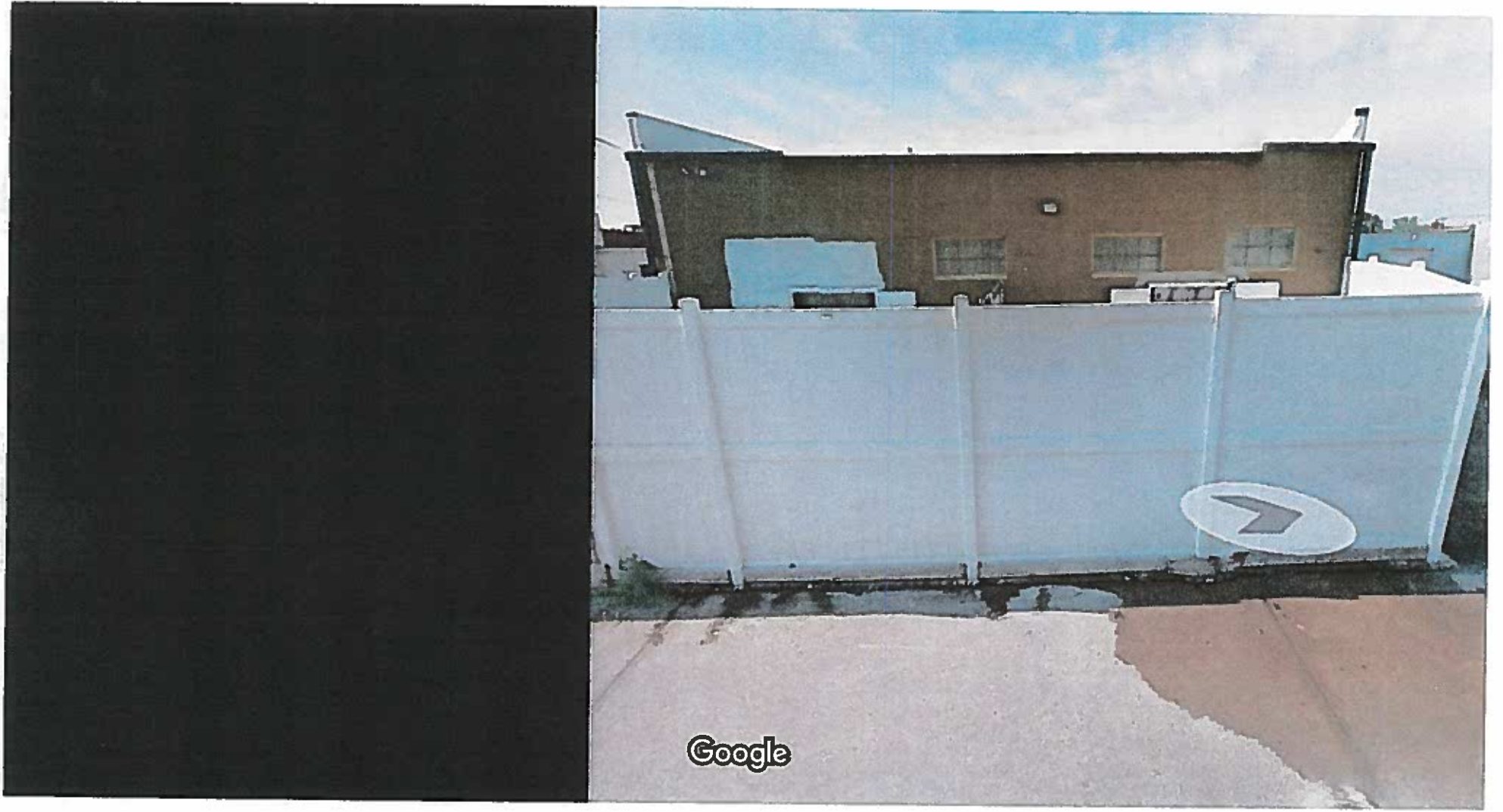


Image capture: Jul 2012 © 2017 Google United States

Street View - Jul 2012

**From:** Ryan Bradford [<mailto:dvmdrb@me.com>]

**Sent:** Monday, December 04, 2017 1:52 PM

**To:** Kelly VanMarter

**Subject:** FSVS Proposal/Kil's TKD

Kelly,

I have attached a revised copy of my proposal for a special use permit for a veterinary clinic in Kil's TKD building. I have included information regarding veterinary clinics in leased commercial buildings. I have also attached a revised preliminary floor plan. Again, please let me know if anything else is needed in preparation for the meeting on December 11th.

Included in the attachment:

According to Blackwell's Veterinary Practice Management Consult, "Most start up veterinary practices tend to be built in leased spaces in multi-tenant commercial buildings such as strip malls".

12 examples of veterinary clinics in leased spaces in the surrounding areas:

Novi Veterinary Clinic in Novi, MI

Meadowbrook and Breckenridge Veterinary Clinic in Novi, MI

Carousel Cat Clinic in Novi, MI

Angel Animal Hospital in Novi, MI

Parkway Animal Clinic in Ann Arbor, MI

City Pet Veterinary Clinic in Ann Arbor, MI

Arbor Hills Animal Clinic in Ann Arbor, MI

South Arbor Animal Hospital in Ann Arbor, MI

Affordable Vet Services in Ann Arbor, MI

Compassionate Care Animal Hospital in Ann Arbor, MI

Alliance Veterinary Hospital in Commerce Township, MI

Commerce Animal Hospital in Commerce Township, MI

Kind Regards,

Michelle

Dr. Michelle Bradford

**Four Seasons Veterinary Services  
Dr. Michelle Bradford**

**What I have to offer in Genoa Township:** I am a primary care veterinarian providing routine care to companion animals. Additionally, I have received 3 years of post-doctorate training in orthopedic and soft tissue surgery. I have continued to perform these more advanced procedures throughout my career, and I receive referrals from other veterinarians in Michigan. I have experience in the treatment of small "pocket" pets (such as, guinea pigs, rats, and mice) and I have extensive experience in the management and treatment of chronic conditions in geriatric dogs and cats.

**Services I will offer:**

- 1) Preventive and medical care for all life stages.
- 2) Routine surgical care (ie. spays and neuters) and advanced surgical care (orthopedic and soft tissue surgeries).
- 3) Diagnostics for diagnosing and treating sick and injured pets.
- 4) Bundled services (wellness plans, senior plans).
- 5) Stock and dispense frequently used medications and prescription diets.

**Services I will NOT offer:**

- 1) There will NOT be any boarding.
- 2) There will NOT be any grooming.
- 3) There will NOT be any extended hospitalization stays. Once I treat and stabilize a sick or injured pet, they are then transferred to an emergency veterinary hospital for continued care.

**Hours of Operation:**

Monday: 9am to 7pm  
Tuesday: 9am to 5pm  
Wednesday: 9am to 5pm  
Thursday: 9am to 7pm  
Friday: 9am to 5pm  
Saturday: 9am to 12pm  
Sunday: Closed

Appointment times vary based on the nature of the visit. However, routine vaccine appointments usually last between 15 to 20 minutes and illness visits are approximately 30 to 60 minutes. Surgery patients are admitted the morning of the procedure and sent home that same day, following recovery.

I am excited and motivated to offer my professional services to the Genoa Township area. I have been a practicing small animal veterinarian for over 12 years. My career began in the Grand Rapids area of Michigan. Following my mentorship in orthopedic and soft tissue surgery, my family moved to Howell in 2008. I have worked in the surrounding areas of Brighton and South Lyon for the past 9 years. My family and I have enjoyed being a part of the Howell and Genoa Township areas, and I see an opportunity to contribute my expertise to this growing community.

**Veterinary clinics or hospitals in leased spaces is not a novel idea:**

According to Blackwell's Veterinary Practice Management Consult, "Most start up veterinary practices tend to be built in leased spaces in multi-tenant commercial buildings such as strip malls".

12 examples of veterinary clinics in leased spaces in the surrounding areas:

Novi Veterinary Clinic in Novi, MI  
Meadowbrook and Breckenridge Veterinary Clinic in Novi, MI



Carousel Cat Clinic in Novi, MI  
Angel Animal Hospital in Novi, MI  
Parkway Animal Clinic in Ann Arbor, MI  
City Pet Veterinary Clinic in Ann Arbor, MI  
Arbor Hills Animal Clinic in Ann Arbor, MI  
South Arbor Animal Hospital in Ann Arbor, MI  
Affordable Vet Services in Ann Arbor, MI  
Compassionate Care Animal Hospital in Ann Arbor, MI  
Alliance Veterinary Hospital in Commerce Township, MI  
Commerce Animal Hospital in Commerce Township, MI

I appreciate your consideration in this endeavor to provide favorable growth to Genoa Township and the surrounding areas.

Four Seasons Veterinary Services  
Written Operating Procedures for Waste and Noise Management  
December 11, 2017

**Dedicated Outdoor Animal Walk Area:** Located at the North side of the building. There will be a small sign indicating the animal walk area, as well as, an outdoor poop bag dispenser and collection container. The container will be emptied daily.

**Medical Waste Management Methods:**

**Sharps:** Placed into an appropriately labeled sharps container before being stored and/or removed by a medical waste disposal service, and are stored at our facility no longer than 90 days (the storage begins when the use of the container is initiated).

**Pathological Waste:** Removed and incinerated by a medical waste disposal company or cremated by a crematorium (Faithful Companion provides these services same day). Following euthanasia, animals will be placed in a freezer designated for only this purpose until Faithful Companion picks them up.

**Contaminated Animal Waste:** Placed into appropriately labeled containers and removed by a medical waste disposal company.

**Inhalant Anesthesia Management Method:**

A Scavenging System will be used to collect and remove waste gases from the patient breathing and ventilation circuits.

**Radiation Safety:**

There will be lead walls for the radiology room. Employees will wear lead gowns, thyroid protectors, and gloves while positioning patients for radiographs.

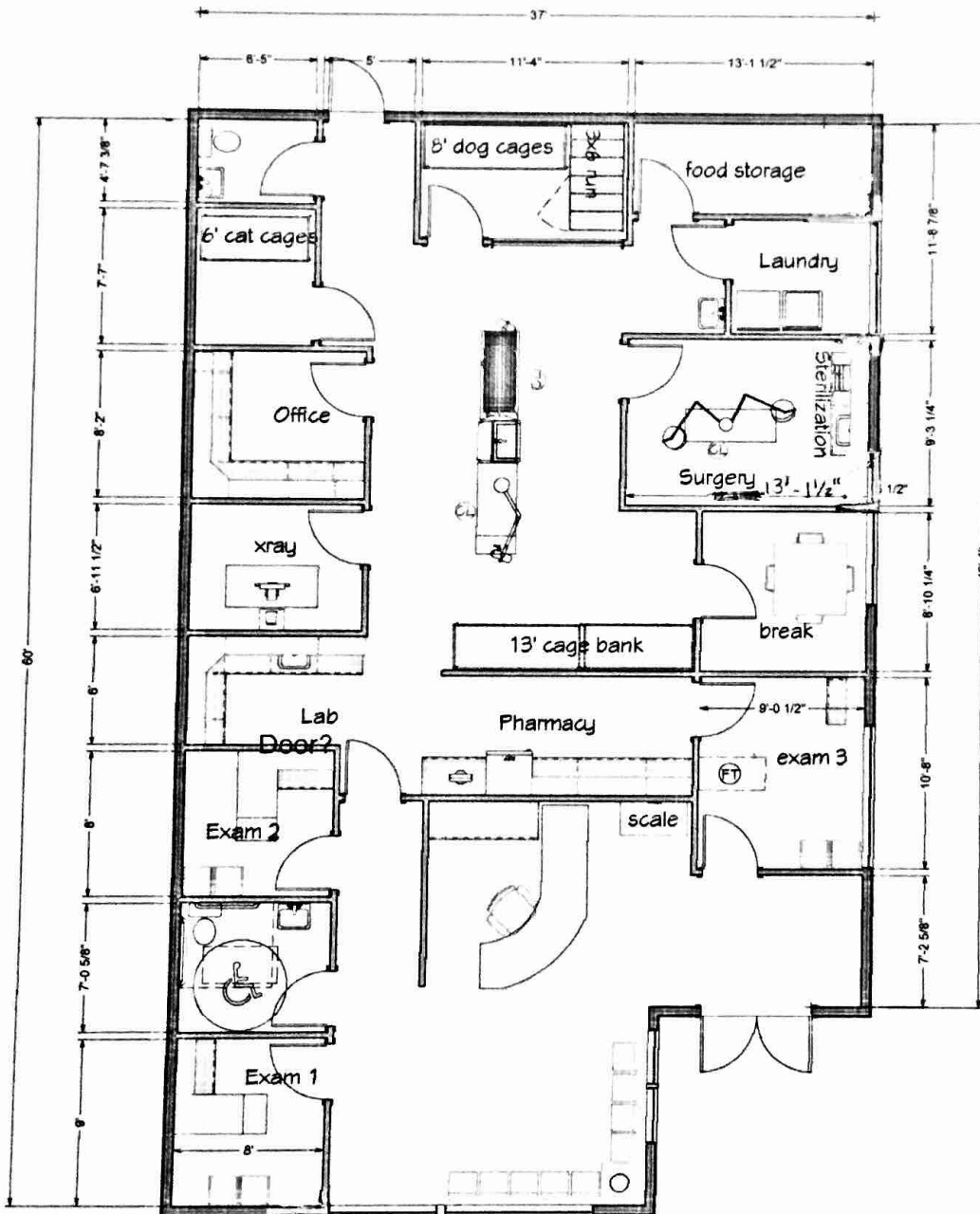
**Noise Management Methods:**






My contractor has proposed several solutions to manage noise depending on the level of sound attenuation needed:

- Acoustical door for the dog ward.
- Sound deadening insulation in the dog ward and all examination rooms (walls and ceilings).
- Sound deadening insulation in the wall of the adjoining tenant space.
- Placement of the dog ward on the west wall, away from the adjoining tenant space and away from the exterior windows.

Additionally, noise can be managed by creating a fear-free environment through the use of:

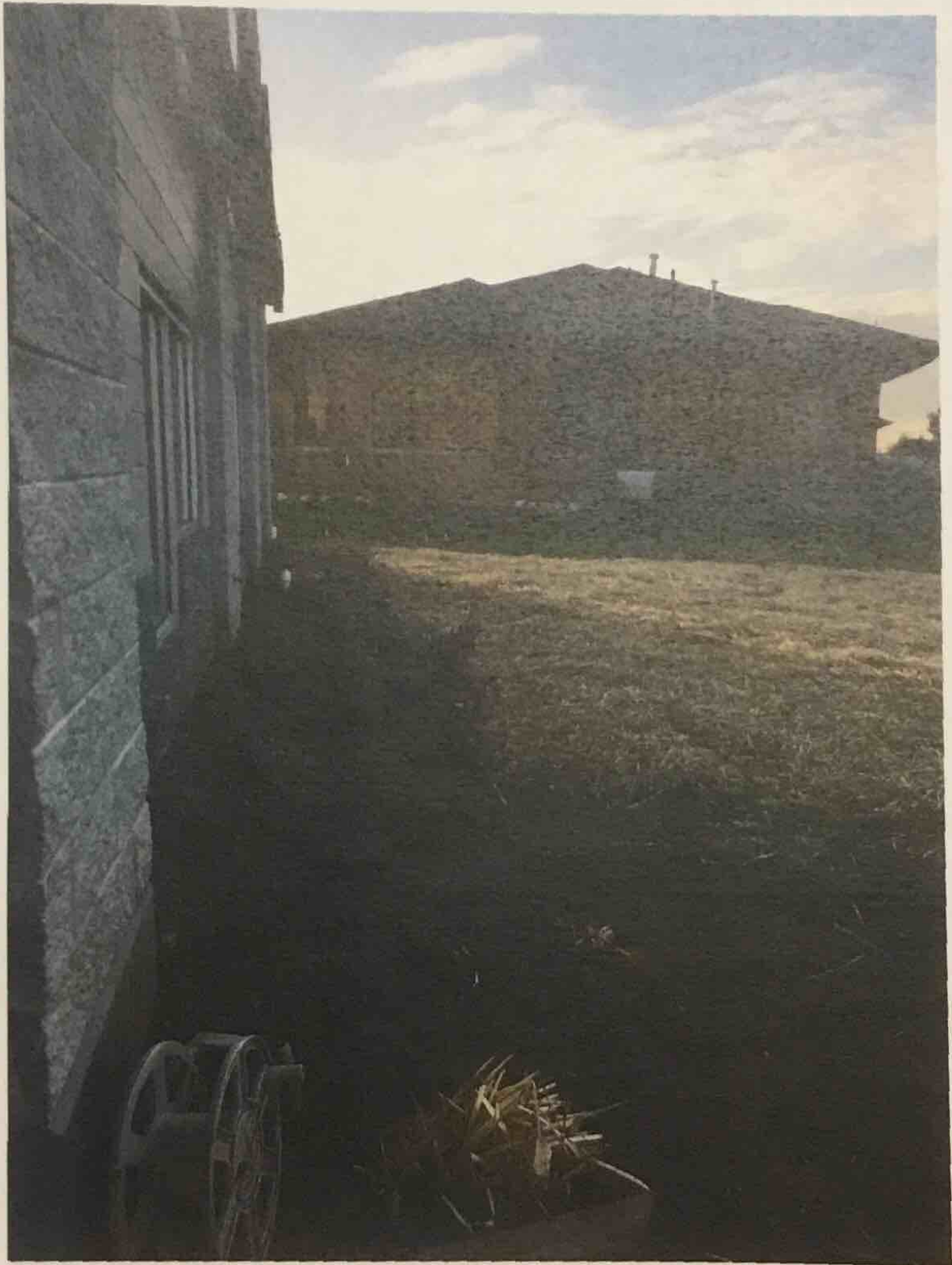
- Proper hospital flow: as indicated by separate entrance and exit doors, designated dog and cat examination rooms, and designated dog and cat wards.
- Pheromones and treats.
- When deemed necessary, anti-anxiety medications, sedatives and/or analgesics (pain medication).



-  = upper and lower cabinets
-  = Ceiling mounted lights that require reinforced mount
-  = wet prep table (requires plumbing)
-  see electrical requireme
-  = Wall mounted folding table requires backing

LIVING AREA  
2196 sq ft

Dedicated Animal Walk Area  
North Side of Building



## Sharon Stone-Francis

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**From:** Schlutow, Brenda <BSchlutow@bloomfieldtwp.org>  
**Sent:** Thursday, October 19, 2017 7:41 AM  
**To:** Sharon Stone-Francis  
**Subject:** Dogtopia  
**Attachments:** PC Minutes - 10-20-14.doc; Nov 10 2017 Board of Trustees.pdf

Hi Sharon:

As far as Ordinance enforcement, we have had NO issues with this site. It's really been a good "neighbor" to the community. No complaints, ever. They opened in late 2014 or early 2015.

Just to give you a sense of the approvals that were required, **below** are the minutes from our Design Review Board. And **attached** are minutes from the Planning Commission and the Board of Trustees. Hope this helps.

Aug. 2014 DRB minutes:

Mark Wayne and Melissa Aris, representing Dogtopia and Laith Jonna, Property Owner, were present before the Board seeking approval for a dog day care to occupy the existing building located at 1685 Telegraph Rd. Ms. Voelker reviewed the request which includes improvements to the existing dumpster enclosure and a new outdoor play area within the existing parking lot and enclosed by a 6 ft. vinyl fence. Ms. Voelker stated there is no parking standard within the B-3 zoning district specific to the dog day care use. Therefore, a parking study was complete which compared other community's parking requirements for the same use to determine the proposed 23 spaces are sufficient. The site plan, elevations, a report from Township traffic consultant, and departmental reports were reviewed and submitted to file. **Motion was made by Devine and supported by Barnett to forward the Dogtopia site plan to the Planning Commission. The motion was carried unanimously.**

*Brenda Schlutow*

*Lead Ordinance Enforcement Officer*

*Bloomfield Township*

*248-594-2845*

*Monday – Thursday, 7 a.m. to 5:30 p.m.*

*Closed on Friday*



# Bloomfield Township

## Memorandum

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**To:** Leo Savoie, Township Supervisor  
**From:** Patti Voelker, Director of Planning, Building & Ordinance  
**Subject:** Site Plan Review for Dogtopia Dog Day Care Facility  
1685 Telegraph Road (19-06-206-019)  
**Date:** November 6, 2014

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### Project Description

The 23,163 sf (.53 acres) subject site is located on the northeasterly side of Telegraph Road north of Square Lake Road. The applicant, Mark Wayne, in conjunction with the property owner, Jonna Properties, proposes to renovate the existing 6,166 sf commercial building to accommodate a new tenant, Dogtopia Dog Day Care, with related site improvements. The property abuts Bloomfield Construction to the south, and vacant property to the north known as 1675 Telegraph which provides a shared access drive for both properties. Bloomfield Animal Hospital is north of the shared access drive parcel.

### Master Plan, Land Use and Zoning

The 2007 Master Plan for Future Land Use recommends commercial uses on the easterly side of Telegraph Road in this area. The property is presently zoned B-3 General Business. The proposed use is considered a permitted use as retail or service use.

The property meets the location, height, bulk and area, parking and building setback requirements for the B-3 General Business District with previous variances granted in 2004 for the deficient parking setbacks. No additional variances are proposed with the new tenant.

### SITE PLAN STANDARDS FOR REVIEW

Chapter 42, Article 6.0 Development Procedures, Section 42-6.1 requires that the following standards be addressed by the applicant as part of the Board's consideration of a site plan. In the process of reviewing the site plan, the Planning Commission shall:

**A. Consider single-family development on the basis of a subdivision.**

Not applicable.

**B. Consider the location and design of driveways providing vehicular ingress to and egress from the site, in relation to streets giving access to the site, and pedestrians.**

The site has a shared access easement from Telegraph Road with the adjacent property known as 1675 Telegraph which is currently undeveloped.

**C. Consider the traffic circulation features within the site and location of automobile parking areas, and may make such requirements with respect to any matters as will ensure:**

The Township Departments of Assessor, Building, Fire, Engineering and Environmental Services, Ordinance, Public Works, and Police have had an opportunity to review the site plan and drawings, with their comments attached.

Fire Department – No objections to the proposed tenant.

Police Department – The Police Department finds no traffic concerns with the proposal as submitted.

Engineering and Environmental Services – Water and sewer service is available to the site with meter charges, connection fees and site maintenance details to be reviewed at building permit review.

### Building Design & Lighting

No changes are proposed for the exterior of the building. The existing parking lot lighting will remain as low profile, full cut-off fixtures, not exceeding 20 ft. in height, and directed downward to illuminate the parking area only.

### Design Review Board Recommendations

The Design Review Board reviewed the site plan, drawings and materials on October 15, 2014 and forwarded the request to the Planning Commission, as follows:

*Motion was made by Devine and supported by Barnett to forward the Dogtopia site plan to the Planning Commission. The motion was carried unanimously.*

The Design Review Board reviewed the signage on November 5, 2014 and took the following action:

*Motion was made by Roncelli and supported by Devine to approve the design of the ground sign and forward it the Zoning Board of Appeals for setback and a secondary sign, contingent on obtaining all necessary permits. The motion was carried unanimously. Motion was made by Devine and supported by Roncelli to approve the design of the wall sign and forward it the Zoning Board of Appeals for logo size, contingent on obtaining all necessary permits. The motion was carried unanimously.*

### Planning Commission Recommendation

At the Planning Commission meeting of September 15, 2014, the Planning Commission reviewed the site plan and special land use proposal with the applicant. At the conclusion of the public hearing, the Commission made the following recommendation:

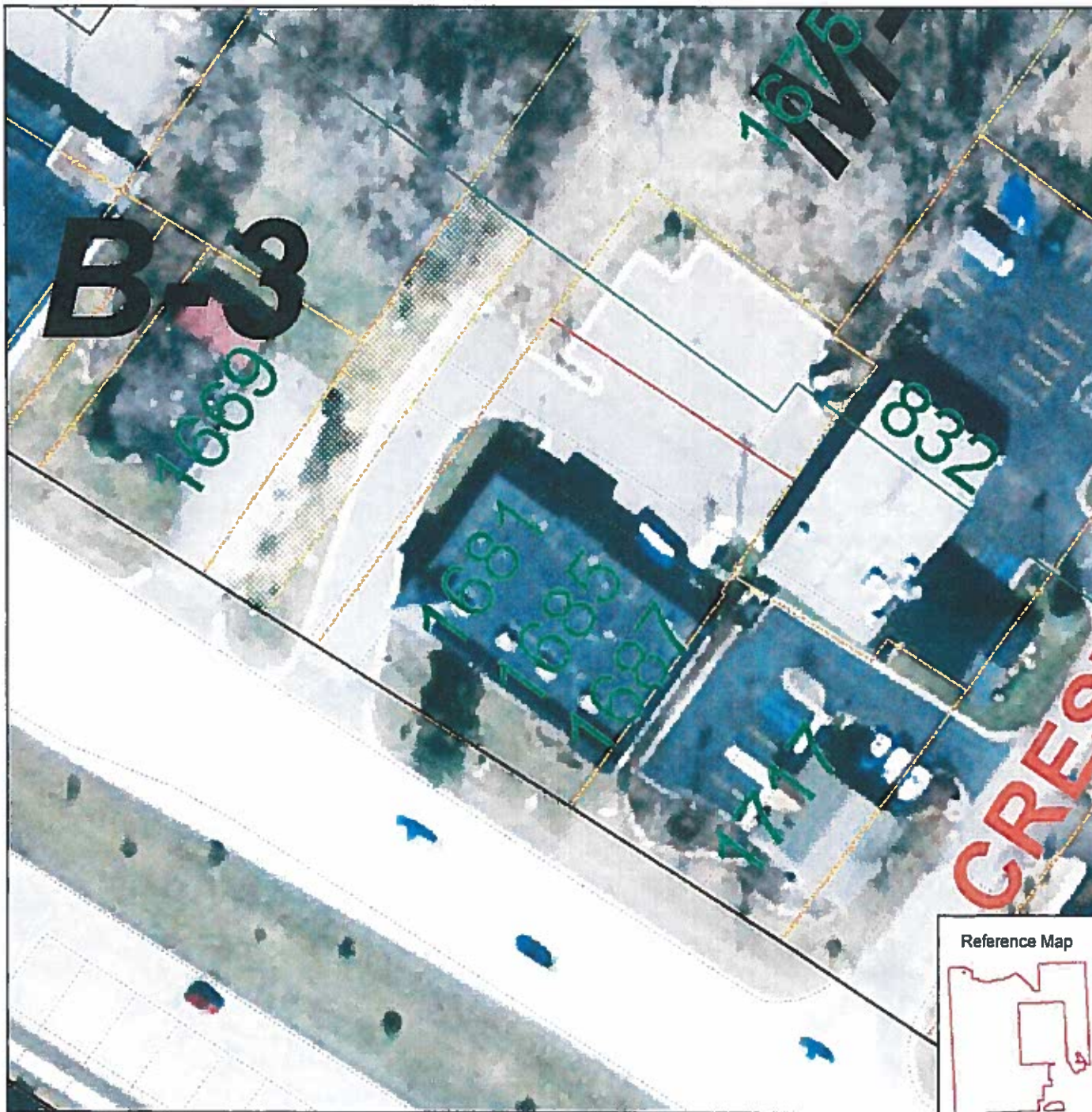
*Motion was made Barnett, seconded by Seneker and was unanimously supported to forward the site plan for 1681 – 1687 S. Telegraph Road to the Township Board of Trustees, subject to:*

- 1. Compliance with the requirements noted by the Township Departments.*
- 2. Seeking signage approval by the Design Review Board.*

*YEAS: Petinga, Seneker, Barnett, Mintz, Salz, Atto      NAYS: None*



# Bloomfield Township - CivicSight Map



Reference Map



## MAP LEGEND:

- Streets
- Water
- Public Buildings
- Public Works
- Public Utilities
- Public Services
- Public Safety
- Public Health
- Public Education
- Public Recreation
- Public Transportation
- Public Housing
- Public Land
- Public Property
- Public Works
- Public Utilities
- Public Services
- Public Safety
- Public Health
- Public Education
- Public Recreation
- Public Transportation
- Public Housing
- Public Land
- Public Property

Map Scale: 1 inch = 58 feet  
 Map Date: 10/14/2014  
 Data Date: October 7, 2014



Sources: Bloomfield Township, Oakland County GIS Utility, River's Edge GIS, LLC.

**Disclaimer:**  
 The information provided here is intended for reference purposes only. It was compiled from a variety of available sources with varying degrees of accuracy. It is not a legally recorded map or survey and is not intended to be used as one. Bloomfield Township assumes no responsibility for errors that arise from the use of the data.



**CHARTER TOWNSHIP OF BLOOMFIELD  
PLANNING COMMISSION MEETING**

Monday, October 20, 2014

Bloomfield Township Hall

**I. ATTENDANCE:**

**PRESENT:** Petinga, Seneker, Barnett, Mintz, Salz, Atto  
**ABSENT:** Krear

**Staff Present:** Patti Voelker, Director of Planning, Building, and Ordinance, and Robin Carley, Development Coordinator

**II. APPROVAL OF MINUTES:**

Motion was made Mintz, seconded by Barnett, and was unanimously supported to approve the September 15, 2014 minutes as written.

**AYES:** Petinga, Seneker, Barnett, Mintz, Salz, Atto  
**NAYS:** None

**III. SITE PLAN:**

**A. 1681 – 1687 S. Telegraph Road – Dogtopia / Jonna Management – Dog Day Care Facility Utilizing Existing Building**

Ms. Voelker reviewed for the Commissioners the proposed Dog Day Care Facility to be located in the existing building located on the easterly side of Telegraph Road, south of Orchard Lake Road. Aerials, photographs, site plans and floor plans were reviewed and submitted to the file. The proposed dog day care facility will occupy the entire building, with interior renovations required. Ms. Voelker reviewed the access and parking lot layout, noting that the dumpster enclosure will be improved. The outdoor play area was reviewed, including the proposed 6 ft. fence and wall, with sound abatement measures. The applicant presented a parking analysis that was reviewed by the Township's traffic consultant, Mr. Michael Labadie. Mr. Labadie's report, dated 10-10-14, determined that the proposed development will have an adequate parking supply with the 23 spaces as provided on the plans presented. The parking analysis and consultant's report were

Dr. Petinga asked for questions or comments from the Commissioners to the applicant.

Mr. Barnett questioned the proposed sound abatement.

Mr. Wayne noted that the cinder block wall will be filled sand with a sound aversion panel added to redirect the sound back into the subject site.

Mr. Mintz asked if the dog handlers are licensed.

Mr. Wayne stated that there is extensive training and certification for the dog handlers and there is a screening process to determine that a dog has the proper temperament to attend the facility.

Mr. Salz questioned if there would be overnight boarding, and if so, would this require special land use approval.

Ms. Voelker stated that based on previous commercial operations, the hours of operation for the public will not extend beyond the allowable time frame. Overnight boarding does not require special land use approval.

Ms. Seneker questioned the drainage operations of the outdoor area.

Mr. Wayne reviewed the drainage materials and drainage system planned proposed for this facility to handle the liquid and solid waste.

Ms. Seneker questioned future use of the shared driveway.

Ms. Voelker commented that if there would be any future use of the property at 1765 Telegraph, a site plan proposal would be required.

Dr. Petinga questioned the maximum number of dogs.

Mr. Wayne stated that the maximum number of dogs will be 70 – 80 dogs. Many clients will utilize the facility on a scheduled weekly basis a week and others more sporadically.

Dr. Petinga questioned sanitation and waste disposal requirements associated with this type of use.

Ms. Voelker stated that the Township's Engineering and Environmental Services Department would address the sanitation and disposal requirements at the time of permitting.

There were no further questions from the Commissioners and Dr. Petinga opened the public comment portion of the meeting.

**MINUTES – MONDAY, NOVEMBER 10, 2014**

**PRESENT:** Barnett, Buckley, Devine, Kepes, Khederian, Roncelli, Savoie  
Also present, Attorney Mark Robert

**ABSENT:** None

Supervisor Savoie welcomed the public and led the Pledge of Allegiance.

**ITEM #1 Approve Board Minutes of October 27, 2014**

The minutes were approved as printed.

**ITEM #2 PUBLIC HEARING – Final Site Plan – Dogtopia/Jonna Management, 1681-1687 S. Telegraph Rd.**

Patti Voelker, Planning, Building & Ordinance Director, made the presentation. The property is located on the northeasterly side of Telegraph Road north of Square Lake Road. The applicant, Mark Wayne, in conjunction with the property owner, Jonna Properties, is proposing to renovate an existing commercial building to accommodate a new tenant, Dogtopia Dog Day Care, with related site improvements.

The proposed use is considered a permitted use in the B-3 General Business District. The property meets the location, height, bulk and area, parking and building setback requirements for the B-3 General Business District with previous variances granted in 2004 for the deficient parking setbacks. No additional variances are proposed with the new tenant. The applicant will seek approval from the Zoning Board of Appeals for additional signage.

Supervisor Savoie opened and closed the floor for public comment at 7:06 p.m. No one commented on this item.

Mark Wayne, applicant, addressed the Board. He signed a 10-year lease with Jonna Properties. Wayne plans to open six Dogtopia locations; this is the first.

**MOTION** by Barnett and **SUPPORT** by Buckley to **APPROVE** the final site plan for Dogtopia Dog Day Care located at 1685 Telegraph Road, subject to compliance with the requirements of Township Departments.

**AYES:** Barnett, Buckley, Devine, Kepes, Khederian, Roncelli, Savoie  
**NAYS:** None

**RESOLUTION DECLARED ADOPTED.**

**GENOA CHARTER TOWNSHIP  
PLANNING COMMISSION  
PUBLIC HEARING  
NOVEMBER 13, 2017  
6:30 P.M.  
MINUTES**

CALL TO ORDER: The meeting of the Genoa Charter Township Planning Commission was called to order at 6:31 p.m. Present were Chairman Doug Brown, Jim Mortensen, Eric Rauch, Chris Grajek, and Jill Rickard. Absent were Barb Figurski and John McManus. Also present was Kelly VanMarter, Community Development Director/Assistant Township Manager, Gary Markstrom from Tetra Tech, Brian Borden of LSL Planning, and an audience of 24.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was recited.

APPROVAL OF AGENDA:

Chairman Brown asked to have a work session prior to the start of Old Business.

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

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

WORK SESSION: Chairman Brown stated that there are two members who are absent this evening and one of the Commissioners will need to be excused from Open Public Hearing #2. That will leave only four members to vote. The applicant has the option to have their item tabled.

With regard to Hearing #5, he will need some additional information from the Planner and staff during the discussion. He also has some suggestions to the language.

**OLD BUSINESS:**

**OPEN PUBLIC HEARING #1...** (Tabled 9-11-17) Review of a request to amend conditions of previously-approved special land use and site plan for the Brighton Church of the Nazarene located at 7669 Brighton Road, Brighton. The request is petitioned by Brighton Church of the Nazarene.

Planning Commission Recommendation of Petition:

A. Recommendation of amendment to special land use and site plan conditions.

Pastor Ben Walls stated that they were asked to meet with the neighbors. They have done that and contracted Landscape Designs to determine which trees should be

moved. They all walked the tree line and the homeowners determined which trees should be taken out. The church paid to have them removed. They also paid to have Landscape Designs plant new trees, which were also approved by the neighbors.

Commissioner Grajek questioned who will maintain the trees. Pastor Walls stated this has not been resolved.

Mr. Borden reviewed his letter of November 6, 2017.

The amendment of the number of trees to be removed and replanted must be approved by the Township. He noted that the trees that were planted are 1.5"-2" caliper whereas the ordinance standard is 2.5" caliper.

A condition of a previous approval by the Township Board was that the church would maintain the tree line. If this is going to be changed, it must be approved by the Township Board.

The church is also requesting to eliminate the need for the security guard and this will need to be approved by the Township Board as it was also a condition of a previous approval.

Mr. Jim Burgess stated that they were not provided the size of the trees by their landscape architect and they were not aware there was a minimum caliper required. The landscape store told them that the 2" caliper containerized trees were better for the location.

Commissioner Grajek asked if there is someone on site at the skate park during its operating hours. Pastor Walls said they have a skate park manager and volunteers who are always there when the park is open.

Chairman Brown stated that an e-mail was received from Colleen Bussey of 4897 Aljoann. Ms. Bussy asked if the landscaping is finished because she did not get a chance to review the blueprints. She is not in favor of the deciduous trees that will lose their leaves, would like the Township to require the church to maintain the landscape and that records have been kept of the church's many agreements that have been rescinded on.

Mr. Rob Stogdill of 4793 Aljoann submitted a letter stating his approval of the new tree line; however, he, as well as other homeowners, do not want to be responsible for maintaining the trees. A condition of the Township's previous approval was that the church shall maintain the tree line. Another condition was that the sixteen trees that have died or been removed as well as the addition of three pine trees be planted along the east property line. The church has not maintained the tree line and many trees have died.

Pastor Wells stated that the church as spent a lot of money on the tree line. They have spent almost \$50,000. He disagrees that they have not maintained the tree line. They did have a delay in replacing the dead trees due to funding. The trees did not die because of the snow plowing or the salting of the parking lot; they died because they were diseased.

Chairman Brown asked if there any of these trees are on church property. Mr. Burgess stated there are no trees in this tree line on their property. Chairman Brown stated that he was not on the Planning Commission in 2003; however, he has learned that the homeowners signed a deed restriction stating they would maintain the tree line. Then other requests were made by the church and they were required to maintain the tree line. He feels that the homeowners should maintain the trees since they originally agreed to do it.

Commissioner Mortensen stated that the landscaping was put in to shield the view of the church from the residential area as well as to limit the children from the skate park running through the neighborhood. Pastor Walls stated the fence was put up to stop the kids from running through the trees. Commissioner Mortensen stated that the fence shields the neighbors from the church and the fence solves the safety issues. He believes it is unreasonable to ask the church to maintain them since they are not on their property.

Chairman Brown stated that at last month's Planning Commission meeting, there were residents who had concerns about the west side of the property. He visited the site today and saw that the church can be seen from their property. Pastor Walls stated that they did plant 12 evergreen trees when they built the sanctuary. They are not mature and will continue to grow.

Commissioner Rauch stated that when the privacy fence was put up, it created a visual condition that the tree line is on the residential property.

Commissioner Grajek thanked Chairman Brown for mentioning the deed restriction. This shows that the homeowners are responsible for the tree line and the church has done a lot of work in that area in good faith.

Commissioner Rickard stated that as it relates to the caliper of the trees, she believes they should be allowed to stay. Grajek agrees.

The call to the public was made at 7:15 pm.

Mr. Larry Webb of 7951 Brighton Road stated he is one of the three residents on that road on the west side of the church. There are no evergreen trees shielding his home

from the site. Pastor Walls stated he is willing to work with the neighbors. He was not aware of their concerns until last month's Planning Commission meeting.

The call to the public was closed at 7:16 pm.

**Moved** by Mortensen, seconded by Rauch, to recommend to the Township Board approval of amendments to the special land use and site plan conditions for the Brighton Church of the Nazarene as follows:

- The site plan design of Landscape Design and Associates dated October 2, 2017 showing is recommended.
- The requirement that the Church of the Nazarene maintain the tree line along the ROW should be removed with the assumption of the maintenance responsibilities be transferred to the homeowner's association of Worden Lake Subdivision. This is consistent with the covenant in the master deed of the subdivision on Worden Lake.
- It is recommended that a paid security individual on site of the Church of the Nazarene be discontinued.

These recommendations are made for the following reasons:

- The construction a few years ago of the 6-foot high, 700-foot long fence along Aljoann shields the view of the church and its activities from the neighborhood.
- There has been no reported incidents requiring continuation of a security guard and during operation of the skate park, there is a director and volunteers available.
- This amendment does not include the northeast portion of the site where there are plantings on the church property, which will continue to be maintained by the Church of the Nazarene.

**The motion carried unanimously.**

**OPEN PUBLIC HEARING #2...** (Tabled 10-10-17) Review of a special use application, environmental impact assessment and site plan for a proposed K-12 Livingston Christian Schools to be located within the Brighton Church of the Nazarene at 7669 Brighton Road, Brighton. The request is petitioned by Livingston Christian Schools.

Planning Commission Recommendation of Petition:

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

Commissioner Rauch asked to be excused from the discussion and motion as his children attend Livingston Christian Schools.

**Moved by** Mortensen, seconded Grajek, to excuse Commissioner Rauch. **The motion carried unanimously.**

Brett LaVanway of Boss Engineering, Steven Russo of Fleis & VandenBrink Engineering, Inc., and Rob Wiegand of Livingston Christian Schools were present.

Mr. LaVanway believes they have addressed all of the items requested at the previous Planning Commission meeting.

Mr. Borden reviewed his letter dated November 6, 2017.

- The general special land use standards have been met.
- The only deficiency with the specific use conditions is the east side parking lot setback.
- The site plan still shows an increase in building coverage; however, the building is not being expanded. This should be corrected.
- The Township can require looped or double-striped parking spaces for the modified parking area.
- When future signage is proposed, the applicant must obtain approval and a permit from the Township.
- They would like the applicant to describe where and how the students above the 3rd grade will be provided access to outdoor during the school day.
- They are suggesting that a method for the school to regularly report enrollment numbers to the Township be developed.

Mr. Wiegand stated that the play area is 7,300 square feet and the State of Michigan has approved this area for 250 kids. The school also believes this is sufficient for their students. They will also be utilizing the gymnasium for recess.

Ms. VanMarter asked to have a statement, such as "All of the children will use the playground or the gymnasium area during recess" added to the Impact Assessment.

Mr. Wiegand stated they have updated the lease agreement with the Church. Ms. VanMarter stated a letter was received from Pastor Walls stating that the church and the school have agreed to the proposed site plan. Commissioner Grajek asked if all of the site improvements have been agreed upon by the church and the school and has it been decided who will bear the cost. Mr. Wiegand stated this still needs to be discussed between the school and the church. They do not have bids yet. The commissioners would like to have an agreement between the church and the school submitted to the Township for review.

Mr. Markstrom stated that the applicant has completed the updated traffic study as requested. There was not a significant change from the study that was done in May of 2015.

Commissioner Mortensen questioned the Level of Service F on the traffic study. Mr. Russo stated there is a Level of Service F for the cars turning left out of the site onto



Brighton Road. This would cause a back-up on the site and not on the surrounding public streets.

Chairman Brown asked what the level of service will be on Aljoann. Mr. Russo stated he does not believe the level of service would be an F, as it is on the church site, but he cannot be sure without running the numbers.

Ms. VanMarter noted that there will be tap fees required to be paid to the City of Brighton. In 2015, the cost was \$81,000. She is not aware what it will be now and recommended the applicant check with the City of Brighton.

The call to the public was made at 8:01 pm.

Chairman Brown stated that a letter was received from Jay Johnson who is concerned with the traffic. He is suggesting using the church next door for a drop off and then the children could walk on the sidewalk to the church. He suggested a shuttle service be used during inclement weather.

The call to the public was closed at 8:04 pm.

**Moved** by Commissioner Mortensen, seconded by Commissioner Rickard, to recommend to the Township Board approval of the special use application to permit Livingston Christian Schools to operate a school on the site of the Church of the Nazarene with the following conditions:

- The terms of the special use agreement insofar as responsibilities between the Church of the Nazarene and the Livingston Christian Schools will be spelled out in a way that is satisfactory to the Township attorney prior to the issuance of a special land use permit. The agreement can be a copy of the lease agreement between the Livingston Christian Schools and the Church of the Nazarene.
- A copy of the Livingston Christian Schools' annual report to the State of Michigan certifying the school enrollment shall be provided to the Township.

This recommendation for the special use application is made because the Planning Commission finds it is consistent with the requirements of Section 19.03 of the Township Zoning Ordinance, and furthermore, is consistent with the general character in the area, which consists of a number of churches and schools.

**The motion carried unanimously.**

**Moved** by Commissioner Mortensen, seconded by Commissioner Grajek, to recommend to the Township Board approval of the impact assessment with a revision date of October 25, 2017 to permit Livingston Christian Schools to operate a school on the site of the Church of the Nazarene with the following note added:

- "The playground will be confined to the outdoor area identified on the site plan reviewed tonight by the Planning Commission as well as the gymnasium".

**The motion carried unanimously.**

**Moved** by Commissioner Mortensen, seconded by Commissioner Rickard, to recommend to the Township Board approval of the site plan dated October 25, 2017 to permit Livingston Christian Schools to operate a school on the site of the Church of the Nazarene with the following conditions:

- Correction on the site plan to indicate that the building coverage is 8.19 percent and not 6.99 percent.
- Parking spaces in the modified parking area will be double striped / looped
- Any future signage will need to be approved by the Township.
- The requests of the Engineer in his letter dated November 6, 2017 shall be met.
- The requests of the Brighton Area Fire Authority in their letter dated November 7, 2017 shall be met.
- The applicant shall play the required tap fees to the City of Brighton.

**The motion carried unanimously.**

### **NEW BUSINESS:**

**OPEN PUBLIC HEARING #3...** Review of a special use application, environmental impact assessment, and site plan for proposed outdoor storage and parking lot improvements located at 5818 Sterling Drive, Howell. The request is petitioned by Dennis Cregar.

#### Planning Commission Recommendation of Petition:

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

Mr. Brent LaVanway and Mr. Dennis Cregar were present. Mr. LaVanway stated that they would like to add fencing to screen their outdoor storage. They will be making improvements to the parking lot, which will include additional parking spaces. These spaces are used for employees as well as training and staff meetings that are occasionally held at this location. Additional improvements to the site will be signage and a dumpster enclosure. They will also be requesting to connect to public water and sewer.

Mr. Borden reviewed his letter dated November 1, 2017.

- The special land use standards of Article 19 are met.
- The Planning Commission will need to approve a six-foot privacy fence in lieu of Buffer Zone B for the accessory outdoor storage area.
- The Planning Commission has the authority to require the applicant to install the banked parking spaces if they feel they are necessary.
- He suggests adding a note to the impact assessment stating the applicant acknowledges he may be required to install the banked parking spaces if required by the Township.

Mr. Markstrom stated the applicant met all of his previous concerns.

The applicant has met all of the requirements of the Brighton Area Fire Authority.

The call the public was made at 8:27 pm with no response.

**Moved** by Commissioner Rauch, seconded by Commissioner Rickard to recommend to the Township Board approval of the special use application for proposed outdoor storage and parking lot improvements for Town Center, Inc. as it meets the requirements of Article 19 of the Township Ordinance. **The motion carried unanimously.**

**Moved** by Commissioner Rauch, seconded by Commissioner Mortensen, to recommend to the Township Board approval of the environmental impact assessment with a revision date of October 23, 2017 for proposed outdoor storage and parking lot improvements for Town Center, Inc. with the following not added:

- "The 19 banked parking spaces are approved if the applicant finds they are not needed, but understands that the Township can require them to be installed at their discretion".

**The motion carried unanimously.**

**Moved** by Commissioner Rauch, seconded by Commissioner Grajek, to recommend to the Township Board approval of the site plan dated October 25, 2017 for proposed outdoor storage and parking lot improvements for Town Center, Inc. with the following conditions:

- The requirements of the engineer's letter dated November 2, 2017 shall be met.
- The requirements of the Brighton Area Fire Authority's letter dated November 7, 2017 shall be met.
- The Planning Commission finds the 19 parking spaces being requested as banked parking is acceptable.

**The motion carried unanimously.**

**OPEN PUBLIC HEARING #4...** Review of site plan application, environmental impact assessment and site plan for a proposed multi-use athletic field with storage building and concessions building with parking lot expansion at 3750 Cleary Drive. The request is within the Cleary University Planned Unit Development and is petitioned by Cleary University.

Planning Commission Recommendation of Petition:

- A Recommendation of Environmental Impact Assessment.
- B. Recommendation of Site Plan

Brent LaVanway of Boss Engineering, Alan Price of University Housing Solutions, and Dave Howard, Facilities Director, were present.

Mr. LaVanway stated they are proposing to install a multi-use athletic field at Cleary University. It will also include a concession stand, an outdoor storage building, and bleachers. It will be used for baseball, soccer, lacrosse, and softball. He showed the site plan.

The proposal is slightly different from the approved PUD; however, in order to consolidate resources, Cleary University wanted to put the fields all together.

Mr. Price reviewed the architectural details of the site plan. He showed the proposed building materials.

Commissioner Rickard questioned if the easement from MHOG has been received. Mr. LaVanway has spoken to MHOG and they are agreeable to granting the easement; however, it has not been completed at this time.

Mr. Borden reviewed his letter of November 8, 2017

- The building elevations, colors, and materials are subject to approval by the Planning Commission.
- There is one light on the photometric grid that is slightly (10.3) above the 10-foot candle maximum. Mr. LaVanway will make this change by altering the height of that light pole.
- They suggest that the lights be turned off within a specified time after an event concludes. The applicant is in agreement that they will have them turned off one hour after any event.
- The applicant must obtain authorization from MHOG for an easement over a portion of the water tower property.

Mr. Markstrom reviewed his letter of November 2, 2017.

- The regional detention basin calculations must be updated to include the 4+ acres from the athletic fields.
- The applicant should provide an access drive to the outlet structure for maintenance purposes. This can be gravel.

The Brighton Area Fire Authority letter dated November 7, 2017 states that some of their requirements have been met and others are still outstanding.

The call to the public was made at 8:49 pm with no response.

**Moved** by Commissioner Grajek, seconded by Commissioner Mortensen, to recommend to the Township Board approval of the environmental impact assessment dated October 4, 2017 for a multi-use field with storage building and concessions building with parking lot expansion for Cleary University with the following requirement:

- The lights on the fields will be turned off one hour after the conclusion of any event.

**The motion carried unanimously.**

**Moved** by Commissioner Grajek, seconded by Commissioner Rauch, to recommend to the Township Board approval of the site plan dated October 25, 2017 for a multi-use

field with storage building and concessions building with parking lot expansion for Cleary University with the following requirements:

- An easement from MHOG shall be obtained prior to the issuance of the land use permit.
- The applicant shall comply with the requirements of the Engineer's letter dated November 2, 2017.
- The applicant shall comply with the requirements of the Brighton Area Fire Authority's letter dated November 7, 2017.
- The building materials reviewed this evening are acceptable to the Planning Commission and will become the property of the Township.

**The motion carried unanimously.**

**OPEN PUBLIC HEARING #5...** Consideration of Zoning Ordinance Text amendments to Article 7 of the Zoning Ordinance, entitled "Commercial and Service Districts", Table 7.02 and Section 7.02.02 is proposed to be amended to revise multiple conditions and to add standards related to "Dog Daycare Centers" and "Veterinary Clinics". This request is petitioned by Genoa Charter Township.

Planning Commission Recommendation of Petition:

A. Recommendation of Zoning Ordinance Text Amendment

Ms. VanMarter stated these proposed amendments are results of current and proposed future business owners asking for changes. The Township believes they are timely and appropriate so they have prepared the proposed ordinance changes.

The largest change would be to allow pets to stay overnight in a business in a commercial district.

Commissioner Rickard questioned how the pet waste will be handled. She is concerned about dogs barking and it being a disturbance to the neighboring businesses. Ms. VanMarter stated these businesses will require a special use permit so there are a lot of requirements, and they address the handling of pet waste and certain building materials to be used to mitigate the barking sound from leaving the building.

Commissioner Rauch questioned the "gaming establishments". Ms. VanMarter stated these types of uses are not gambling. The Planning Commission suggested having a definition placed in the ordinance. Ms. VanMarter agrees.

The call to the public was made at 9:12 pm.

Ms. Paula VanderKarr, who is interested in opening a pet day care facility in the Township, was present. She stated the waste is handled by a biodegradable bag with cedar chips. It helps with the smell and repels the bugs. Commissioner Rickard is concerned with the pet urine that could possibly be washed into the storm sewer. Ms. VanderKarr stated there is a certain system that is being required by the proposed ordinance that will filter the urine before it goes into the ground. Ms. VanMarter

reviewed these conditions as outlined in Paragraph (w)(10). Commissioner Rickard noted there are some issues with the system that is being proposed. Surface water cannot be emptied into the sanitary sewer system.

Dr. Michelle Bradford stated she is interested in opening a veterinary clinic in the Township.

Gary Laundroche, who represents Master Kihl, who owns the building where Dr. Bradford would like to open her veterinary clinic asked for clarification of the process for the ordinance amendments, then the approval for her to move into their building.

The call to the public was closed at 9:24 pm.

There was a discussion regarding outdoor areas for the animals, the disposal of waste, etc. Commissioner Mortensen feels this needs more review and discussion by the Planning Commission. There may be additional requirements. Chairman Brown agrees. Ms. VanMarter will make amendments to her proposed changes based on the discussion this evening and return to the Planning Commission for additional review.

**Moved** by Grajek, seconded by Rickard, to table Agenda Item #5 until the December 11, 2017 Planning Commission meeting. **The motion carried unanimously.**

#### **Administrative Business:**

- **Staff Report**

Ms. VanMarter had nothing to report.

- Approval of the October 10, 2017 Planning Commission meeting minutes

**Moved** by Commissioner Mortensen, seconded by Commissioner Rickard, to approve the minutes of the October 10, 2017 Planning Commission Meeting as presented. **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 9:38 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas, Recording Secretary