

**CHARTER TOWNSHIP OF VAN BUREN  
PLANNING COMMISSION MINUTES  
NOVEMBER 9, 2011**

Chairperson Thompson called the meeting to order at 7:31 p.m. Present: McKenna, Budd, Boynton, Johnson, Guenther and Thompson. Excused: Kelley. Staff Present: Director Carroll and Secretary Harman. McKenna Associate present: Sally Hodges. Wade Trim Associate present: David Nummer. There were 2 people in the audience.

**APPROVAL OF AGENDA:**

**Motion McKenna, Boynton second to approve the agenda of November 9, 2011 as presented.  
Motion carried.**

**MINUTES:**

**Motion Boynton, Johnson second to approve the minutes from October 12, 2011 as presented.  
Motion carried.**

**OLD BUSINESS:**

**ITEM #1**

**TITLE: CONTRACTOR'S STEEL REQUEST FOR FINAL SITE PLAN APPROVAL  
FOR EXPANDED PARKING AND STAGING AREA**

**LOCATION: PARCEL NUMBER V125-83-017-99-0014-702 ALSO KNOWN AS 48649  
SCHOONER DRIVE**

Presentation was given by the applicant providing changes made since preliminary site plan approval. These were primarily landscape changes, filling in the gap by moving trees to address visibility problems. Cut sheets were added for light fixtures and poles have all been adjusted to 17' 6" and are 250 watts. Existing fixtures are larger with tilt and will be turned down so they are flush. Signage for engine shut off has been added to the plans.

McKenna Associates recommends the Planning Commission grant final site plan approval with the following conditions:

1. All lighting on the site must be downward facing and must not be angled at all. The site plan must be amended to reflect this.
2. Approval of the Township Engineer.

Wade Trim Associates find the plans submitted comply with Township standards and have approved the construction plans on behalf of the Township. Wade Trim recommends approval of final site plan at this time.

**Motion Boynton, Budd second to grant final site plan approval for expanded parking and staging area located at parcel number V125-83-017-99-0014-702 also known as 48649 Schooner Drive with recommendations as stated in McKenna Associates letter dated November 3, 2011 and Wade Trim letter dated November 8, 2011. Motion Carried.**

**ITEM #2**

**TITLE: BELLE TIRE REQUEST FOR SPECIAL LAND USE APPROVAL AND PRELIMINARY SITE PLAN APPROVAL TO CONSTRUCT AND OPERATE A COMMERCIAL GARAGE AS REGULATED BY ARTICLE XXII C-1 GENERAL BUSINESS AND SECTION 12.03 OF THE TOWNSHIP ZONING ORDINANCE**

**LOCATION: PARCEL NUMBERS V125-83-059-01-0018-000 AND V125-83-059-0019-000 ALSO KNOWN AS 10595 BELLEVILLE ROAD**

Presentation given by the applicant commenting on changes being made referencing letter from McKenna Associates dated November 3, 2011. Applicant requested 6 additional parking spaces, is landscaping the island, corrected sign to comply with zoning ordinance and resubmitted to township, reduced flag pole to 55 feet and flag size to 25 x 15 feet, fence height and details submitted to McKenna Associates with photograph, screening in the transformer with shrubs, brought a brick sample, and would like to move the location of the front door to the South side of the building.

McKenna Associates, subject to the following conditions, recommends the Planning Commission recommend the Township Board of Trustees approve the requested special land use:

1. Provisions for muffling noise from tire changing and the other automotive operations, shielding of lights, and site screening must be addressed to the satisfaction of the Planning Commission and specified on the site plan.
2. Complete easement documents, granting the neighbors the right to cross Belle Tire's site must be submitted for review by the Township attorney and approval of the Planning Commission prior to final site plan approval. The approved, executed easement must be recorded prior to issuance of a certificate of occupancy. The documents must provide that the connection will be constructed by the landowner at such time as the Township requires it.
3. Final site plan approval.

McKenna Associates recommends the Planning Commission grant preliminary site plan approval, with the following conditions:

1. The lots in questions must be combined prior to the issuance of a Certificate of Occupancy.
2. Documents for the proposed cross-access easement must be submitted to the Township and approved prior to final site plan approval. The approved, executed easement must be recorded prior to issuance of a certificate of occupancy. The documents must provide that the connection will be constructed by the landowner at such time as the Township requires it.
3. The number of parking spaces to be permitted is subject to the determination of the Planning Commission.
4. The landscape island on the southwestern corner of the parking lot must be dimensioned, be at least 360 square feet in area, and must include at least one tree.
5. The proposed signs must be revised to comply with the Zoning Ordinance.
6. The proposed flag must be reduced to a size acceptable to the Planning Commission and relocated to be out of the proposed cross-access easement.
7. The height and details of the proposed decorative wrought iron look fence must be supplied.
8. The transformer must be screened from view of the street with evergreen shrubs.
9. The building elevations and façade materials are subject to approval of the Planning Commission, including the location of the front door.

10. Special Land Use approval.
11. Tree removal permit approval.

McKenna Associates noted the Planning Commission typically does not take action on tree permit applications until final site plan approval. There is no need for action at this time.

Wade Trim recommends preliminary site plan approval at this time.

Commission members inquired about noise muffling around the building. The applicant informed he is able to acquire noise studies from existing stores that can be presented to the Commission members for review.

Commission members inquired about request for 6 additional parking spaces. The applicant is concerned that there is no overflow lot for peak days. Based on the size of the site, 40 spaces with the island included are within area of need. Commission members have no problem with the 6 additional spaces.

Commissioner Thompson thanked the applicant for making sign corrections this afternoon.

Commission members would like to look into standard flag sizes and the location of the flag pole. Applicant noted the company that Belle Tire utilizes looks into standards before placement. Hodges of McKenna Associates suggested when granting preliminary site plan approval subject to staff confirming special size. Members are concerned about oversized flag scale on the Belleville Road Corridor taking away from the downtown feel and would like to see visual picture or three dimensional image of placement.

The applicant submitted sample brick material matching the photo of the building. Committee members would like to see the brick a bit more red matching the rest of the Belleville Road Corridor keeping everything consistent. Applicant will bring back new brick samples to Director Carroll and Hodges of McKenna Associates.

Commission members questioned the applicant on the placement of the door on the south side of the building. The applicant noted that there is typically more movement on the south side of the building and it is the preference of the corporation. The address of the building will be on both sides.

**Motion McKenna, Boynton second to recommend the Township Board grant Special Land Use approval to Belle Tire for parcel numbers V125-83-059-01-0018-000 and V125-83-059-0019-000 also known as 10595 Belleville Road sighting McKenna Associates letter dated November 3, 2011 and Wade Trim letter dated November 8, 2011 and subject to submission of noise study by the applicant to be reviewed by Township staff in reference with Township ordinance.**

**Motion Carried.**

**Roll Call:**

**Yeas: Johnson, Boynton, McKenna, Budd, Guenther and Thompson.**

**Nays: None.**

**Absent: Kelley**

**Motion carried.**

The noise muffling issue will be taken under final site plan. Director Carroll will review reports to see that they meet the criteria of the ordinance.

**Motion Johnson, Boynton second to grant request for preliminary site plan approval to construct and operate a commercial garage as regulated by article XXII C-1 general business and section 12.03 of the Township Zoning Ordinance for parcel numbers V125-83-059-0018-000 and V125-83-059-0019-000 also known as 10595 Belleville Road subject to McKenna Associates letter dated November 3, 2011 and Wade Trim letter dated November 8, 2011 with the approval of 6 extra parking spaces, verification of industry standards for the flag, change of brick color and approved proposed entry to the South. Motion Carried.**

**NEW BUSINESS:**

**ITEM #1**

**TITLE: ESTABLISH 2012 MEETING DATES**

Director Carroll presented a list of the 2012 meeting dates to Commission members keeping the time at 7:30 p.m. on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday's of the month. Commission members would like to cancel the 2<sup>nd</sup> meeting in December 2012 as it falls the day after Christmas. The next meeting in November 2011 is the day before Thanksgiving; Commission members will move the meeting to November 30<sup>th</sup> if the meeting is needed.

**Motion McKenna, Boynton second to adjourn at 8:48 p.m.**

**Motion carried.**

Respectfully Submitted,

Christina Harman,  
Recording Secretary