

**CHARTER TOWNSHIP OF VAN BUREN
PLANNING COMMISSION
April 9, 2014
MINUTES**

Chairperson Thompson called the meeting to order at 7:30 p.m.

ROLL CALL:

Present: McKenna, Budd, Kelley, Boynton, Johnson, Franzoi and Thompson.

Excused: None.

Staff: Director Mullen and Secretary Harman.

Planning Representatives: McKenna & Associates, Sally Hodges and Wade Trim, David Nummer.

Audience: Six.

APPROVAL OF AGENDA:

Motion McKenna, Boynton second to approve the agenda of April 9, 2014 as presented.

Motion Carried.

APPROVAL OF MINUTES:

Motion Budd, Johnson second to approve minutes from March 26, 2013 as presented.

Motion Carried.

OLD BUSINESS:

ITEM # 1 CASE # SLU & SPR 13-013

TITLE: THE APPLICANT, FULL HOUSE SELF STORAGE, IS REQUESTING A RECOMMENDATION FOR SPECIAL LAND USE APPROVAL AND GRANTING PRELIMINARY SITE PLAN APPROVAL FOR EXPANSION OF A SELF-STORAGE FACILITY. THIS REQUEST IS BEING MADE IN CONFORMANCE WITH SECTION 12.03 PERMITTED USE AFTER SPECIAL APPROVAL OF THE TOWNSHIP ZONING ORDINANCE.

LOCATION: PARCEL NUMBER V125-83-033-99-0035-000, ALSO KNOWN AS 7934 BELLEVILLE ROAD, IS THE SUBJECT PROPERTY OF THIS REQUEST. THIS SITE IS LOCATED ON THE WEST SIDE OF BELLEVILLE ROAD BETWEEN ECORSE AND TYLER ROADS.

Paul Loosely, Environmental Engineer from Civil Engineering Consultants gave the presentation for the applicant.

Sally Hodges of McKenna Associates presented review letter dated 3-28-14 recommending special land use approval to the Township Board of Trustees subject to the seven (7) conditions referenced in the letter.

Sally Hodges of McKenna Associates presented review letter dated 3-28-14 recommending the Planning Commission grant preliminary site plan approval subject to the ten (10) conditions referenced in the letter.

David Nummer of WadeTrim presented review letter dated 4-1-14 recommending the Planning Commission grant preliminary site plan approval.

Director Mullen presented the Fire Department review letter dated 4-4-14 recommending preliminary site plan approval subject to conditions referenced in the letter.

Commissioners inquired about the hours of operation, number of employees, mosquito control at the existing pond on site, fencing and parking.

Motion Johnson, Franzoi second to recommend special use approval to the Township Board for 7886 Belleville Road subject to conditions in the McKenna Associates letter dated 3-28-14. (Letter Attached)

Roll Call:

Yeas: Boynton, Kelley, McKenna, Budd, Johnson, Franzoi and Thompson.

Nays: None.

Absent: None.

Motion carried.

Motion Johnson, Boynton second to grant preliminary site plan approval to Full House Self Storage located at 7886 Belleville Road subject to conditions in the McKenna letter dated 3-28-14, Wade Trim Letter dated 4-1-14 and Battalion Chief McInally's letter dated 4-4-14. Motion Carried. (Letters Attached)

ITEM # 2 CASE # SPR13-008

TITLE: THE APPLICANT, L & W INDUSTRIES, IS REQUESTING TO REVISE FINAL SITE PLAN APPROVAL GRANTED ON JANUARY 22, 2014 FOR DEMOLITION OF A STRUCTURE AND CONSTRUCTION OF LOADING DOCKS AND TRUCK CIRCULATION.

LOCATION: PARCEL NUMBER V125-83-033-99-0035-000, ALSO KNOWN AS 7934 BELLEVILLE ROAD, IS THE SUBJECT PROPERTY OF THIS REQUEST. THIS SITE IS LOCATED ON THE WEST SIDE OF BELLEVILLE ROAD BETWEEN ECORSE AND TYLER ROADS.

A representative for L & W Industries gave the presentation for the final site plan revision to add more warehouse space.

Sally Hodges of McKenna Associates presented review letter dated 3-31-14 recommending approval of the amended final site plan subject to the Planning Commission's approval of photo metrics for the site and the reduced number of 294 parking spaces.

David Nummer of WadeTrim presented review letter dated 3-18-14 recommending the Planning Commission grant approval of final site plan revisions.

Director Mullen presented Fire Department review letter dated 4-7-14 recommending approval of the revised final site plan.

Motion Boynton, Kelley second to grant L & W Industries a revision to the final site plan approved January 22, 2014 for demolition of a structure and construction of loading docks and truck circulation subject to recommendations in the McKenna letter dated 3-31-14, Wade Trim letter dated 3-18-14 and Lieutenant Fire Inspector McCormick's letter dated 4-7-14 and to include the reduction in parking spaces as stated in the request from L & W Industries. Motion Carried. (Letters Attached)

NEW BUSINESS:

ITEM # 1 CASE # TLU14-008

TITLE: THE APPLICANT, ELLIOTT'S AMUSEMENTS, IS REQUESTING APPROVAL TO HOLD A CARNIVAL BEYOND THE SEVEN CONSECUTIVE DAYS THAT IS ADMINISTRATIVELY ALLOWED IN THE ZONING ORDINANCE FOR TEMPORARY LAND USE UNDER SECTION 4.44 OF THE TOWNSHIP ZONING ORDINANCE 06-02-92, AS AMENDED.

LOCATION: THIS SITE IS LOCATED IN THE BELLEVILLE SQUARE SHOPPING CENTER AT 10900 BELLEVILLE ROAD. THE SUBJECT LOCATION IS AT THE NORTHWEST CORNER OF BELLEVILLE ROAD AND NORTH I-94 SERVICE DRIVE.

A representative for Elliott Amusements gave the presentation. The applicant has met the fire requirement standards for the state.

Director Mullen presented review letter dated 4-7-14 recommending approval of the application for temporary land use of more than seven consecutive days. The carnival will run Thursday through Sunday, April 17th- 20th and Thursday through Sunday, April 24th- 27th. The site has been used for a carnival in the past without any known complaints.

Director Mullen presented Fire Department Review letter dated 4-9-14 recommending approval.

Director Mullen presented Police Department letter dated 4-7-14 recommending approval provided Elliott's amusements provides proof of a bonded and insured security company, preliminary security action plan or a contract with the Van Buren Township Police Department to provide security.

Commissioners discussed location of fire extinguishers and a first aid booth being located on site.

Motion McKenna, Boynton second to approve the temporary land use request for Elliot's Amusements for the dates referenced in Director Mullen's letter. Motion Carried.

GENERAL DISCUSSION:

Commissioner inquired if the Belleville Petroleum project had been approved by the Township Board. The project is on the April 15th agenda.

Motion Boynton, McKenna second to adjourn at 8:12 p.m. Motion Carried.

Respectfully submitted,

Christina Harman
Recording Secretary



March 28, 2014

Planning Commission
Charter Township of Van Buren
46425 Tyler Road
Belleville, MI 48111

Attention: Arthur Mullen, Director of Planning and Economic Development

**Subject: VBT-13-013 SLU; Full House Self Storage; 7886 Belleville Road;
SLU Review #3: Plans Received 3/21/14**

Dear Commissioners:

The applicant, Full House Self Storage, is proposing to expand its site by 1.52 acres, to a total 6.92 acres, and add more storage units to the existing mini-warehouse facility on the west side of Belleville Road. The applicant proposes to add 15,450 square feet of self-storage space to the existing 69,978 square feet currently on the site. A detailed use statement must be added on the plan, describing the use, hours of operation, number of employees and similar aspects of the use, as expanded.

The site is in the C-1 General Business District. In the C-1 district, mini-warehouse/self-storage facilities require public hearing and special approval recommendation by the Planning Commission and approval by the Township Board. Site plan approval by the Planning Commission is also required (please see our site plan review letter under separate cover). Our comments follow.

COMMENTS

1. **General Requirements for Special Approval Uses (§18.08.f).** All special approval uses must meet general standards specified in the Ordinance, as follows:
 - a. **Promotes the use of land in a socially and economically desirable manner.** The expansion of the existing mini-warehouse facility will create additional tax base and a service desired by the public for storage of personal goods. Although the use is not necessarily consistent with the pedestrian-oriented mixed uses envisioned by the Township Master Plan, the site has been designed in a manner that will permit future frontage development and cross access consistent with the Plan. The land proposed to be added to the site is approximately 950 ft. deep, and the storage units will be set back 100 ft. from Belleville Road, thus the storage use will have minimal impact on the overall Plan.
 - b. **Is necessary for the public convenience at that location.** While not essential, the proposed expansion of the existing mini-warehouse will provide for the public’s convenience by offering increased opportunities for storage of goods by Township residents in a central easily accessible location.

- c. ***Is compatible with adjacent uses of land.*** The site is surrounded by vacant land to the west, a contractor's yard to the south, a single family dwelling to the north and a church and Township fire station across Belleville Rd. to the east. The site is zoned C-1 General Business and is bounded by C-1 zoning to the north, south, and west. Land east of Belleville Rd. is zoned R-1B Single Family Residential. The Zoning Ordinance requires a sight-proof barrier around the perimeter of the facility, and the deeper front yard setback site provided gives ample space for effective buffering of the buildings and parking to protect the future use of the land consistent with the Master Plan. Provided that the proposed expansion complies with the greenbelt landscaping, stormwater pond and other requirements for site plan approval, this condition will be met.
- d. ***Is designed, located and proposed to be operated so that the public health, safety, and welfare will be protected.*** This condition can be met, provided that the plan is revised to comply with the Township's stormwater basin requirements (Sections 4.40.3.o. and 4.56.), as will be required for site plan approval.
- e. ***Can be adequately served by public services and facilities without diminishing or adversely affecting public services and facilities to existing land uses in the area.*** The proposed building renovations and expansion should not adversely impact public services and facilities to the surrounding land uses. In order to promote traffic safety and accommodate future traffic flow consistent with the Master Plan, a cross access easement (minimum 24 feet wide) connecting to the north and south parcels should be provided and delineated on the site plan. That easement should be described and submitted for review and approval of the Township Attorney prior to final site plan approval, and the approved easement must be recorded prior to issuance of a certificate of occupancy.
- f. ***Will not cause injury to other property in the neighborhood in which it is to be located.*** This requirement can be met, provided the cross access easement is properly provided, the stormwater pond complies with Township standards with proper screening and fencing, and the greenbelt landscaping is revised to enhance the view from Belleville Road.
- g. ***Considers the natural environment and helps conserve natural resources and energy.*** Existing landscaping has been preserved and infill plantings have been added along the Belleville Road frontage. Also, the site will be improved for pedestrians by the addition of a sidewalk connecting the street sidewalk to the office.
- h. ***Is within the provisions of uses requiring special approval in the zoning district, is in harmony with the purposes and conforms to the applicable regulations of the zoning district, and meets applicable site design standards for the uses.*** The proposed use is consistent with the purposes of the zoning district and is an extension of an existing land use. If our detailed site plan comments under separate cover are adequately addressed, this condition will be met.
- i. ***Is related to the valid exercise of the Township's police power.*** This condition is met, as the proposed expansion will be consistent with the Township's police power.

2. Specific Use Standards (§7.03.f). The use must also meet the following specific standards listed in Section 12.03.k. for mini-warehouses:

- a. ***The minimum size of the site devoted to such use shall be not less than three (3) acres.*** The total site would be 6.92 acres, and complies.
- b. ***Building setbacks shall be as follows: front yard not less than twenty (20) feet; side and rear yard not less than ten (10) feet.*** This minimum standard is met. The Township Master Plan for this site is Mixed Use – which encourages several “layers” of use on deeper parcels in lieu of typical strip commercial development. The intent is to provide a variety of uses, extending deeper into frontage properties, and allowing a more sustainable mix and protection of adjacent single family residential neighborhoods. The uses would generally be smaller in scale to facilitate mixing and to create appropriate transitions to adjacent single family residential districts. Although the proposed mini-warehouse expansion is not a “mixed use” development, its design should reflect the Master Plan principles to the greatest extent possible. The site fronts Belleville Road, is part of the Township’s downtown district, and is envisioned as part of a pedestrian-oriented mixed use area, therefore the storage units have been setback in line with the front of the manager’s residence. This greater-than required setback is more consistent with the surroundings, creates space for cross access between sites, and possibly allows for commercial uses of the type master-planned to be added to the site in the future.
- c. ***Building separation between self-storage buildings on the same site shall be fifteen (15) feet, as measured from side-to-side or front to rear or equal to the building height, whichever is greater.*** This requirement is met.
- d. ***The total lot coverage of all structures shall be limited to fifty (50) percent of the total lot area.*** Total coverage is noted as 23% for the new site and 28% for the two sites combined.
- e. ***A sight-proof barrier shall be provided around the perimeter of the development. Said barrier shall be located at the setback line and may consist of either the solid facades of the storage structures or a fence. If a fence is provided, it shall be a minimum of six (6) feet in height and shall be constructed of brick, stone, masonry units or wood products which are determined by the building inspector to be durable and weather resistant.*** The existing and proposed expanded site will be surrounded by a chain link fence. The required sight-proof barrier is created by a combination of 6 foot high screen wall segments and the backs of the buildings totally enclosing the vehicle-use part of the site, all inside the chain link fence area.
- f. ***A ten (10) foot landscaped greenbelt shall be provided between the property line and required barrier along all street frontages. A ten (10) foot landscaped greenbelt shall be provided between the property line and barrier where the site abuts any residential district. Refer to Section 4.40 for greenbelt requirements.*** The site does not abut any residential district. The applicant proposes a combination of trees and a 3 foot high berm in the required frontage greenbelt. The landscape plan is incomplete in that it does not show existing evergreen shrub hedges near the parking lot, and must be revised accordingly. We recommend that the pattern of evergreen shrubs in a hedge be continued (in addition to the proposed trees) as the means to buffer view and create the required greenbelt, in lieu of the berm. The berm will impact the

root zone of the large oak in the road R.O.W. and is not consistent with the future, more urban character planned for this area.

- g. **Two (2) parking spaces shall be provided for the manager's residence plus one (1) parking space for each twenty-five (25) storage units, to be located at the office at the storage complex. In no instance shall less than five (5) parking spaces be provided on site.** Based on the standards above, the expanded site requires a total of 26 parking spaces. The applicant has submitted written rationale requesting that he be allowed to bank seven of the parking spaces, as permitted under Section 6.01.8. Under that section, a note should be added on the site plan stating that "the applicant agrees to construct the deferred parking at such time as there are 3 documented parking violations from the Building Department". We believe the applicant's rationale is reasonable and recommend the Commission approve the request.
- h. **Internal driveway aisles shall be a minimum of twenty-four (24) feet in width.** The plan complies.
- i. **All ingress and egress from this site shall be directly onto a collector or major thoroughfare.** The plan complies.
- j. **Building height shall not exceed one (1) story, fifteen (15) feet except that a caretaker or resident manager's unit may be allowed a building height of two (2) stories twenty-five (25) feet.** Based on the notes on Sheet C-1, the plan complies, however, the building elevations must be dimensioned and labelled accordingly.
- k. **No single storage building shall exceed five thousand (5,000) square feet.** The largest proposed building is 5,000 sq. ft., thus conforms.
- l. **All storage on the property shall be kept within an enclosed building.** The plan notes that the outdoor storage of goods, materials and vehicles is prohibited.

RECOMMENDATION

The proposed self-storage facility expansion will provide a useful service in the Township. We recommend that the Planning Commission recommend approval to the Township Board of Trustees of the special land use for 7886 Belleville Road, subject to the following conditions:

1. Final site plan approval.
2. Addition of the detailed use statement on the plan, describing hours of operation, number of employees and similar aspects of the use, as expanded.
3. Provision of a cross access easement (minimum 24 feet wide) connecting to the north and south parcels delineated on the site plan. That easement should be described and submitted for review and approval of the Township Attorney prior to final site plan approval, and the approved easement must be recorded prior to issuance of a certificate of occupancy.

4. The building elevations must be dimensioned to confirm that the building height complies with the Ordinance.
5. Revision of the landscape plan so that the existing pattern of evergreen shrubs in a hedge is continued across the frontage (along with the proposed trees) as the means to buffer view and create the required greenbelt, in lieu of the berm.
6. Planning Commission approval of the request to defer 7 parking spaces, and addition of a note on the site plan stating that “the applicant agrees to construct the deferred parking at such time as there are 3 documented parking violations from the Building Department”.
7. Revision of the plan to comply with the Township’s stormwater basin requirements in Sections 4.40.3.o. and 4.56., as required for site plan approval.

Respectfully submitted,

McKENNA ASSOCIATES

A handwritten signature in blue ink that reads "Sara J. Hodges". The signature is written in a cursive, flowing style.

Sara J. Hodges, AICP, IAP2
Senior Vice President

David C. McInally II
Battalion Chief / Fire Marshal
O: 734-699-8900 ext9416

Van Buren Fire Department
46425 Tyler Rd
Van Buren Twp., MI 48111



April 7, 2014

Arthur Mullen, Director of Building and Planning
46425 Tyler Road
Belleville, MI 48111

Re: L & W Engineering Plant 2 Haggerty Road SPR# 13-082

I have reviewed the plans by L. Warden dated 03/05/14, Job number SPR 13-082 for the above referenced project. NFPA 1 Fire Code (2012 Edition), NFPA 13 (2007 Edition) and NFPA 101, Life Safety Code (2012 Edition), were the primary reference documents used for this review.

Reference is made to a letter wrote by Fire Marshal McInally on his previous review, (11-5-2013) with the below items corrected:

The gate valves shown in previous plans have been moved to accommodate egress from the building on the sidewalk.

The hydrant has been moved on the plan set, placing it closer to the main driveway.

The fire lane on the plan set indicates a 35.4 feet of access for Fire Operations / Access.

The fire lane on the north side of the building shows 20ft of access (must be maintained at all times).

The addition of a Knox Box is indicated on the plan set. **Note:** The Knox Box will not be installed until speaking with a representative of the Van Buren Fire Marshal's Office to determine the best location. The Knox Box **will not be installed** to the height indicated by the Knox Company, (which is currently 6 ft minimum). The Knox Box will be installed no higher than 5 ½ ft as required by the AHJ.

At this point, the plan set is approved as submitted.

Our Mission: The members of the Van Buren Fire Department shall work together in a professional and caring way to protect life and property from the adverse effects of fire, trauma, illness and dangerous conditions. Our services will be provided in a fair, honest, and ethical manner with the highest respect and dignity to all.

The fire department requires involvement in the continuing plan review, inspection, and Certificate of Occupancy process and will require various inspections during the construction phases and immediately prior to opening to verify compliance with the appropriate codes. One set of as built construction drawings, schedules, and details, as it relates to construction, fire protection and response, will be required, as well as a **digital cad layout** of the building by this department prior to our final C of O inspection.

The digital CAD layout will need to be submitted to the Fire Marshal's office **prior** to the final Fire Inspection.

Review and approval by the Authority Having Jurisdiction shall not relieve the applicant of the responsibility of compliance with these codes.

Respectfully Submitted,

Ryan M. McCormick
Lieutenant - Fire Inspector – Certified Plan Examiner 13-76



March 31, 2014

Planning Commission
Charter Township of Van Buren
46425 Tyler Road
Belleville, MI 48111

Attention: Arthur Mullen, Director of Planning and Economic Development

**Subject: VBT-13-082 SPR, L&W Industries; 6201 Haggerty Road
Revised Final Site Plan, Review #2; Plans Received 3/5/14**

Dear Commissioners:

The applicant, L&W Industries, proposes to revise the plan that was granted final site plan approval on January 22, 2014. The revised site plan must meet the conditions of the previous submittal's site plan and approval, and all changes must conform to the Zoning Ordinance. Our comments follow.

CHANGES FROM PREVIOUSLY APPROVED PLAN

L&W proposes to increase the loading dock addition by 5,600 square feet. The extra square footage causes the loading docks to extend 20 feet further south along the entire 280-foot length of the addition. The access drive, concrete loading dock ramp, and grassy area proposed south of the addition would all retain their dimensions, but would be shifted 20 feet south. The asphalt turning area at the southeast corner would be approximately 21 feet shorter than previously proposed, but we do not anticipate this posing a problem for truck circulation. The landscaped area south of the loading docks would also be made smaller, but the number of plantings would not be altered.

No changes are proposed to the landscape screen/berm along the east boundary of the site.

CONDITIONS OF PREVIOUS APPROVAL

1. Landscaping and Screening.

- a. The berm/planting cross-sections (existing and proposed berm sections) on the plan should be revised to be at the same vertical and horizontal scales so that their effectiveness can be objectively evaluated.** The cross sections have been provided and are the same as previously approved.

- b. The site plan sheets should include all finished grading and topographical lines, including landscape areas. The manner in which the new portion of the berm fits into the site must be made clearer – it appears that the topographic contour lines are incorrectly labeled on the Landscape Plan.** The contour lines have been included on the amended site plan. The larger addition does not impact the landscape berm on the east end of the site.

- 2. All outdoor storage must comply with the standards of §15.02.k. of the Zoning Ordinance, and must be dimensioned on the site plan with each area identified by the materials to be stored, located and screened so as to not be visible from any public right-of-way.** The required information was submitted for final site plan approval and has not changed on the amended site plan. The accessory outdoor storage areas are screened so as to not be visible from off site, total to less than 20% of the area of the main building, and are located on paved surfaces with drainage provided. The storage area along the north wall of the building is non-conforming since it is located within a required side yard setback, but was on the approved final site plan and has been permitted to remain in the past. The height of the outdoor storage is limited by the Ordinance and may not exceed 20 feet (6 feet below the “eave” of the roof), and plan sheet C1.0 includes a note stating L&W will comply.
- 3. Lighting.**

 - a. The wall pack lights at the loading docks must be downward-focused, full cutoff, concealed source fixtures and cut sheets must be submitted.** This condition has been met.
 - b. All light fixtures must be clearly located, positioned in rational locations in consideration of the revised site layout and truck activity, and sufficient lighting provided.** The central part of the truck maneuvering area is lit to less than 1 footcandle to a great extent. This is darker than typical for a vehicular circulation area. However, the Planning Commission approved the previous site plan with similar light levels, and we would support them doing so again.
 - c. Cut sheets for any proposed new light poles must be submitted. All lights must be downward focused, full cutoff, concealed source fixtures.** This condition has been met.
 - d. A photometric plan for the areas of new lighting must be submitted.** This condition has been met.
- 4. The justification for requested parking reduction must be submitted in writing and is subject to the Planning Commission’s approval.** The additional 5,600 square feet trigger a requirement for 11 additional parking spaces, bringing the total required spaces to 697. The site plan’s calculation of the requirement has been revised to account for the new building area.

The site plan shows 294 spaces, which is the same as the previously approved site plan. The Planning Commission approved this number of spaces based on the applicant’s logic that the site has 185 workers in the largest shift, and therefore 294 spaces is sufficient. We would support the Planning Commission approving the reduced number of parking spaces again.
- 5. Identify any mechanical equipment proposed for the roof of the addition, and the method of screening that equipment.** There will be no mechanical equipment on the roof of the addition. This condition has been met.
- 6. A note specifying the maintenance plan for the proposed paved surface, as included in §4.33.2.a. of the Zoning Ordinance.** The required statement is included on Sheet C1.1, as it was on the approved site plan. This condition has been met.

RECOMMENDATION

Based on the above, we recommend that the Planning Commission approve the amended site plan subject to:

1. Confirmation that the outdoor lighting is sufficiently bright;
2. Planning Commission approval of the reduced parking to 294 spaces; and

Respectfully submitted,

McKENNA ASSOCIATES

A handwritten signature in blue ink that reads "Sara J. Hodges". The signature is written in a cursive style with a large, looping initial "S".

Sara J. Hodges, AICP, IAP2
Senior Vice President



March 28, 2014

Planning Commission
Charter Township of Van Buren
46425 Tyler Road
Belleville, MI 48111

Attention: Arthur Mullen, Director of Planning and Economic Development

**Subject: VBT-13-013 SPR; Full House Self Storage; 7886 Belleville Road;
SPR Review #3: Plans Received 3/21/14**

Dear Commissioners:

The applicant, Full House Self Storage, is proposing to expand its site by 1.52 acres, to a total 6.92 acres, and add more storage units to the existing mini-warehouse facility on the west side of Belleville Road. The applicant proposes to add 15,450 square feet of self-storage space to the existing 69,978 square feet currently on the site.

The site is in the C-1 General Business District. In the C-1 district, mini-warehouse/self-storage facilities require public hearing and special approval recommendation by the Planning Commission and approval by the Township Board. Site plan approval by the Planning Commission is also required. Our comments on the site plan follow.

COMMENTS

- 1. Site Boundaries.** The site includes several parcels, which must all be combined and one of which must be split from the adjacent property. Lot split and combination application and approval will be required prior to issuance of a building permit for the site.
- 2. Landscaping and Screening.** The landscape plan requires several revisions. The required landscape maintenance plan statement from the Zoning Ordinance and the location of all existing and proposed shrubs must be added to the plan. The scale on the landscape plan sheet must be corrected, as it is 1:50 not 1:30 as indicated on the plan.

As discussed in our special approval recommendation, the existing pattern of evergreen shrubs in a hedge should be continued (along with the trees proposed) as the means to buffer view and create the required greenbelt, and the berm should be removed. The berm will impact the root zone of the large oak in the road R.O.W. and is not consistent with the future, more urban character planned for this area.

The fencing proposed along the south side of the site should be stopped no closer to the street than the east end of the new storage units. This will keep it consistent with the front façade of the building(s). Also, the type and color of the block in the six foot high screen wall segments must be labelled with the details for that wall.

- 3. Dumpster.** The existing dumpster enclosure sits on the asphalt parking lot in a very visible front location. Section 4.40.3.I. of the Zoning Ordinance requires dumpsters to be in a rear or side yard and they must be screened from view from public thoroughfares. In this case, the dumpster is in a side yard, but in the front parking lot. The site plan proposes additional year-round landscaping to increase the screening of the enclosure. Also, the screening gates on the enclosure must be kept closed, and this assurance should be noted on the site plan.
- 4. Parking and Circulation.** Standard parking spaces must be 9.5 feet wide by 20 feet deep, with a 24 foot wide access aisle. As noted above, all spaces must be dimensioned on the plan and conform. All parking spaces must be double striped, and this noted on the plan. The applicant has requested Planning Commission approval to defer 7 parking spaces and this aspect is addressed in our comments for special approval. The required deferred parking construction assurance must be added to the site plan.
- 5. Lighting.** Outdoor lighting details and a photometric plan have been submitted. New LED wall pack lights and LED pole lights are proposed. The pole mounted lights are concealed source and focused down. The cut sheet details must be submitted for the wall mounted lights to confirm that they are also concealed source fixtures.
- 6. Stormwater Pond.** The applicant proposes a new retention pond to handle site drainage from the expansion area. This facility is subject to the Township's standards in Sections 4.40.3. and 4.56, thus landscaping, fencing and other revisions are required. The basin perimeter must be planted with trees and shrubs, with the deciduous trees clustered so as to provide some shade. Native plant species are required, and to obtain more space for planting, water-tolerant species could be planted slightly below the noted high water elevation. Although the new pond will not hold water for an extended period of time, mosquito control measures for the existing pond must be addressed to the Planning Commission's satisfaction.

Chain link fence is proposed around the portion of the site used for the new stormwater pond (similar to the treatment of the existing stormwater basin); however the Zoning Ordinance's storm pond regulations require this fencing to be a decorative variety, not chain link. Standard chain link is prohibited at the pond by Ordinance, but given the location next to a contractor's storage yard and lack of public visibility of the pond, we believe the Commission could require and approve black vinyl-coated chain link as an alternative.
- 8. Amenities.** All C-1 uses in the Township are required to provide amenities on site that will serve the comfort of future users of the site. Sidewalk from Belleville Road to the manager's residence has been provided as an amenity. We also recommend that a bench be added at the front of the building.
- 9. Building Facades.** According to the applicant, the new buildings will match the existing one. The building elevations need to be clarified to specify that the east "end walls" closest to the street will be the version with masonry. The building materials and colors must be noted on the elevations, along with the dimensioned building height.

RECOMMENDATION

We recommend that the Planning Commission grant preliminary site plan approval to the expansion of Full House Self-Storage at 7886 Belleville Road, subject to the following conditions to be met on the final site plan (except as may be more specifically noted below):

1. Special approval.
2. Lot split and combination application and approval prior to issuance of a building permit for the site.
3. Compliance with the landscape items listed in Comment #2 above:
 - a. Addition of the required landscape maintenance plan statement from the Zoning Ordinance.
 - b. The location of all existing and proposed shrubs added on the plan.
 - c. Correction of the scale on the landscape plan sheet.
 - d. Continuation of the existing pattern of evergreen shrubs in a hedge across the frontage (along with the proposed trees), in lieu of the berm.
 - e. The fencing proposed along the south side of the site should be stopped no closer to the street than the east end of the new storage units.
 - f. Label the type and color of the block in the six foot high screen wall segments.
4. Note on the plan that the screening gates on the trash enclosure will be kept closed except when in use.
5. All parking spaces must be double striped, and this noted on the plan.
6. Addition of a note on the site plan stating that “the applicant agrees to construct the deferred parking at such time as there are 3 documented parking violations from the Building Department”.
7. Cut sheet details must be submitted for the wall- mounted lights, confirming that they are concealed source fixtures.
8. Revision of the plan to comply with the Township’s stormwater basin requirements as described in Comment #6 above, including Planning Commission approval of the type of fencing to surround the stormwater basin.
9. Addition of another site amenity, subject to the Commission’s approval.
10. Revision of the building elevations sheet to specify that the “end wall” with masonry is the one that faces the street. Building materials and colors must be noted on the elevations, along with the building height.

Respectfully submitted,

McKENNA ASSOCIATES



Sara J. Hodges, AICP, IAP2
Senior Vice President

David C. McNally II
Battalion Chief / Fire Marshal
O: 734-699-8900 ext9416

Van Buren Fire Department
46425 Tyler Rd
Van Buren Twp., MI 48111



April 7, 2014

Arthur Mullen, Director of Building and Planning
46425 Tyler Road
Belleville, MI 48111

Re: SPR & SLU 13-013 Full House Self Storage

I have reviewed the plans for the Full House Self Storage facility dated 3/21/14, Job number SPR & SLU 13-013 NFPA 1 Fire Code (2012 Edition), and NFPA 101, Life Safety Code (2012 Edition), were the primary reference documents used for this review.

The addition of a Knox Box is indicated on the plan set. **Note:** The Knox Box will not be installed until speaking with a representative of the Van Buren Fire Marshal's Office to determine the best location. The Knox Box **will not be installed** to the height indicated by the Knox Company, (which is currently 6 ft minimum). The Knox Box will be installed no higher than 5 ½ ft as required by the AHJ.

All other items marked on the previous letter for conditional approval have been updated on this plan set.

At this time, the plan set is approved.

The fire department requires involvement in the continuing plan review, inspection, and Certificate of Occupancy process and will require various inspections during the construction phases and immediately prior to opening to verify compliance with the appropriate codes. One set of as built construction drawings, schedules, and details, as it relates to construction, fire protection and response, will be required, as well as a **digital cad layout** of the building by this department prior to our final C of O inspection.

Review and approval by the Authority Having Jurisdiction shall not relieve the applicant of the responsibility of compliance with these codes.

Our Mission: The members of the Van Buren Fire Department shall work together in a professional and caring way to protect life and property from the adverse effects of fire, trauma, illness and dangerous conditions. Our services will be provided in a fair, honest, and ethical manner with the highest respect and dignity to all.

Respectfully Submitted,

Lt. Ryan McCormick
Van Buren Fire Department
Fire Inspector / Certified Plan Examiner



WADE TRIM

March 18, 2014

Charter Township of Van Buren
46425 Tyler Road
Van Buren Township, MI 48111

Attention: Ms. Carol Thompson, Chairperson
Van Buren Township Planning Commission

Re: L&W Plant 2 Loading Dock Final Site Plan Approval

Dear Ms. Thompson:

At your request, we have reviewed the revised final site plan for the proposed L&W Plant 2 Loading Dock project located at 6201 Haggerty Road. This revised plan has additional loading dock space being added to the project. The changes to the plan do not significantly modify the utilities, grading or drainage at the site. We have reviewed and approved the revised plans for construction on behalf of the Township.

At this time we are recommending that the Planning Commission grant final site plan approval for this project. If there are any questions on this project or our recommendation, please contact our office at 734.947.2793.

Very truly yours,

Wade Trim Associates, Inc.

David M. Nummer, PE

DMN:ka
VBN 2228-01T
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cc: Mr. Arthur Mullen, Planning and Economic Development Director
Mr. James Taylor, Director of Public Works

Wade Trim Associates, Inc.
25251 Northline Road
P.O. Box 10
Taylor, MI 48180

734.947.9700
800.482.2864
734.947.9726 fax
www.wadetrim.com





April1, 2014

Charter Township of Van Buren
46425 Tyler Road
Van Buren Township, MI 48111

Attention: Ms. Carol Thompson, Chairperson
Van Buren Township Planning Commission

Re: Full House Self Storage Preliminary Site Plan Approval

Dear Ms. Thompson:

At your request, we have reviewed the preliminary site plan dated March 21, 2014 for the proposed addition to the Full House Self Storage located on the west side of Belleville Road, north of Robson Road. We have met with the Developer and they have addressed our concerns; therefore, we are recommending preliminary site plan approval for this site. We have the following comments to offer in regard to the major engineering components of this project:

Utilities

Sanitary sewer, storm water management, and water service are all provided for on this preliminary site plan. Sanitary sewer service is being provided through the existing sewer service; no new sanitary sewer is being proposed through this project. Water service is currently provided by a long, dead end water main that feeds the site from the east side of Belleville Road. The plans for the addition show a water main extension to the south property line that will allow for connection and looping of the water main in the future when the property to the south develops.

The existing Full House site is served by a storm water retention pond that holds storm water, allowing it to infiltrate into the ground or evaporate into the air. Likewise, the new addition will also be served by its own retention pond. The Developer has provided calculations showing there is adequate volume and infiltration rate to accommodate a retention basin at this location. Unlike detention ponds, this pond is not designed to hold water unless there is a storm event, therefore, the pond will be dry the majority of the time.

Site Access

Access to the addition is being provided through the existing site. At our request, the Developer has made the access to the addition through two drives so that users of the new storage facility can pull through without having to back up or turn around.

| | |
|----------------------------|------------------|
| Wade Trim Associates, Inc. | 734.947.9700 |
| 252 51 Northline Road | 800.482.2864 |
| P.O. Box 10 | 734.947.9726 fax |
| Taylor, MI 48180 | www.wadetrим.com |

Charter Township of Van Buren
April 1, 2014
Page 2

Recommendation

We are recommending that the Planning Commission grant preliminary site plan approval at this time. The Developer should be aware that, following preliminary approval, a detailed engineering review will be required as a prerequisite to final site plan approval. If there are any questions on this project or our recommendation, please contact our office at 734.947.2793.

Very truly yours,

Wade Trim Associates, Inc.

P4 ' 

David M. Nummer, PE

DMN:ka
VBN 2232-01T
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cc: Mr. Arthur Mullen, Planning and Economic Development Director
Mr. James Taylor, Director of Public Works
Mr. Paul Lewsley, PE, Environmental Engineers, Inc.