

**CHARTER TOWNSHIP OF VAN BUREN
PLANNING COMMISSION
December 2, 2015
SPECIAL MEETING MINUTES**

Chairperson Thompson called the meeting to order at 7:31 p.m.

ROLL CALL:

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

Excused: None.

Staff: Director Akers and Secretary Harman.

Planning Representatives: McKenna Associate, Patrick Sloan and WadeTrim Associate, David Nummer.

Audience: Four (4).

APPROVAL OF AGENDA:

Motion Boynton, McKenna second to approve the agenda of December 2, 2015 as presented.

Motion Carried.

APPROVAL OF MINUTES:

None.

NEW BUSINESS:

ITEM # 1 CASE# 15-014

TITLE: THE APPLICANT, TRILOGY RESIDENCES, LLC, IS REQUESTING FINAL SITE PLAN APPROVAL FOR THE DEMOLITION OF THE EXISTING TENNIS COURTS AND CONSTRUCTION OF A CLUBHOUSE AND SWIMMING POOL IN THE SAME AREA. THE PROPOSED CLUBHOUSE AND SWIMMING POOL, WHICH ARE ACCESSORY TO THE EXISTING APARTMENT HOUSES, ARE SPECIAL LAND USES IN THE RM, MULTIPLE FAMILY RESIDENTIAL ZONING DISTRICT. A SPECIAL LAND USE PERMIT FOR THIS PROJECT WAS APPROVED BY THE TOWNSHIP BOARD OF TRUSTESS ON OCTOBER 20, 2015.

LOCATION: PARCEL TAX ID NUMBER V125-83-056-99-0019-001, ALSO KNOWN AS 41500 BELLRIDGE BOULEVARD, IS THE SUBJECT OF THIS HEARING. THE SITE IS LOCATED ON THE WEST SIDE OF INDEPENDENCE LANE, NORTH OF THE I-94 SERVICE DRIVE.

A representative of Trilogy Residences, LLC gave the presentation. The applicant is requesting final site plan approval to demolish the exiting tennis courts and construct a clubhouse with a swimming pool. The clubhouse will include a lease office, café, gym, pool and outdoor barbecue area. Four (4) additional parking spaces and two (2) additional ADA accessible spaces were added to the site plan and the fencing area and landscape plan have been revised. Special land use approval was granted by the Township Board of Trustees on October 20, 2015.

Patrick Sloan of McKenna Associates presented site plan review letter dated 11-27-15 recommending final site plan approval subject to the four (4) conditions referenced in the letter.

David Nummer of WadeTrim Associates presented site plan review letter dated 11-18-15 recommending final site plan approval.

Commissioner Boynton read the Fire Department review letter dated 11-28-15 recommending approval subject to the conditions referenced in the letter.

Commissioners discussed the Planning and Zoning Application, trees and woodland areas within the parcel and landscaping on the site.

No comments from the audience.

Motion Kelley, Boynton second to grant final site plan approval for the demolition of the existing tennis courts and construction of a clubhouse and swimming pool located at 41500 Bellridge Boulevard subject to the recommendations in the McKenna Associates review letter dated 11-27-15, WadeTrim review letter dated 11-18-15, Fire Department review letter dated 11-28-15 and completed tree information on the Planning and Zoning Application. Motion Carried.

GENERAL DISCUSSION:

Commissioner liked receiving the email link to access the Planning Commission packet.

Motion Budd, Boynton second to adjourn at 7:44 p.m. Motion Carried.

Respectfully submitted,

Christina Harman
Recording Secretary

November 27, 2015

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

**Subject: VBT-15-014 SPR; Bellridge Apartments Clubhouse and Pool; Site Plan Review #3;
Plans Dated November 4, 2015**

Dear Commissioners:

The applicant proposes to develop a 7,785 square foot community club house with pool and patio as part of the existing multiple family apartment complex, located north of I-94 North Service Road and west of East Archwood Drive. The Planning Commission recommended special approval and granted preliminary site plan approval subject to conditions on September 9, 2015. The Township Board granted special approval on October 20, 2015.

We have reviewed the plan for compliance with the conditions of preliminary site plan approval and offer the following comments:

- a. **Revision of the number of parking spaces provided to comply with the Zoning Ordinance unless the Commission determines that an alternate standard should apply. That determination shall be based on information submitted by the applicant regarding the use.** The Planning Commission determined that the existing 465 parking spaces would be sufficient for the use, and 466 spaces are proposed. This condition has been met.
- b. **Provision of all required barrier-free parking spaces and restoration of the site to no fewer parking spaces than no exist.** The number of barrier-free parking spaces has been increased from 5 to 9, and one additional standard space has been added. This condition has been met.
- c. **Sufficient means to prevent parking at the pool/clubhouse from negatively impacting and displacing those residents who live closest to the new facility, included in the use statement, and to the satisfaction of the Commission.** A note has been added on Sheet C-4 under "Clubhouse Notes" stating that residents shall not park at the clubhouse to use the clubhouse facilities.
- d. **Parking space dimensions must be 20 feet in length (total parking area from the overhang to the end of the parking stall).** The area of new asphalt parking lot will be double striped, as required and the newly marked spaces are dimensioned at the required 20 ft. This condition has been met.
- e. **Revisions to the landscape plan as noted in Comment 7, of our September 3, 2015 letter.** The items noted in the referenced letter have been addressed, however several other items need to be corrected, as follows:
 - i. The number of plants shown on the landscape plan and the plant list do not correspond to each other. For example, in the southwest corner of the proposed improvements, 9 PN and 3 PN are noted, yet 10 such plants are shown. 3 ICC are noted and 4 are shown. The applicant must

review the plan and correct the errors on a revised and dated landscape plan.

- ii. A spec is noted for "Michigan Wildflower Farm Ecoturf Low Maintenance Mix". Where will this seed mix be planted? The locations must be identified on the plan.
- f. **Replacement of the proposed pool fence with a design that does not include a spike/sharp finish at the top of the fence.** The fence has been revised to a closed picket design. This condition has been met.
- g. **Notation on the site plan that the stockpile is temporary during construction of the site, and will be removed before the certificate of occupancy is granted.** The stockpile note has been added. This condition has been met.
- h. **Approval of Township Engineer.** Pending.
- i. **Approval of all agencies with jurisdiction.** Evidence must be submitted to the Township's satisfaction.

RECOMMENDATION

Based on the comments above, we recommend Final Site Plan approval subject to the following conditions:

1. Revision of the landscape plan to make the plant labels and number shown and plant quantities match each other;
2. Identify on the plan where the seed mix will be used;
3. Approval of the Township engineer and
4. Approval of all agencies with jurisdiction.

McKENNA ASSOCIATES



Sara J. Hodges, AICP, IAP2
Senior Vice President

Cc: Chad Joseph, MHT Housing 32600 Telegraph Road, Bingham Farms, MI 48025
Jeffrey Graham, Kem-Tec, 22556 Gratiot Ave., Eastpointe, MI 48021

David C. McNally II
Battalion Chief / Fire Marshal
O: 734-699-8900 ext 9416

Van Buren Fire Department
46425 Tyler Rd
Belleville, MI 48111



November 28, 2015

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

Re: Bellridge Apartments (Trilogy)
Proposed clubhouse with pool & Patio area

To whom it may concern:

I have reviewed the submitted construction site plan drawn by Stonefield Engineering and Design, LLC. **NFPA 1, NFPA 101 2012 edition**, and all applicable **NFPA** codes were used as reference to the plan submitted.

Project Overview:

This project is for construction of a new clubhouse, patio and pool for member use. The clubhouse is shown as being 7,785 sq. feet. The clubhouse is surrounded by concrete sidewalk with a 64'x28' pool and encompassing patio at the rear of the clubhouse

I note hydrant locations on front and rear of the proposed structure. Fire apparatus access is attained through drives on the front and rear of the proposed structure.

It is further noted that the plan submitted is not a construction site plan. Future plans will need to be submitted to this office regarding life safety and fire protection features of the clubhouse itself. (Review 7-27-2015) This still has not been met. Also the following will need to be address on re-submittal.

1. NFPA construction class needs to be identified on the plans
2. Life safety features are not listed (emergency lighting, extinguishers, etc.)
3. No reference to NFPA as the code set used for reviewing plans
4. Occupancy load signage in the three areas listed.
5. Using NFPA to calculate occupancy in the community room requires panic hardware on the doors in that area.
6. Knox box on the building for emergency access. www.knoxbox.com. Do not mount without checking with Fire Marshal for location to install.

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.

7. The building is shown as a non-sprinkled building and therefore the AHJ is requiring the building to be smoke detector monitored by off-site alarm company.

At this point of the project, I can grant conditional approval to proceed if the constructions plans that are submitted address the above issues and resolve them.

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.

If you have any questions about this plan review report, please feel free to contact me at (517)812-7344.

Respectfully submitted,

David C McInally
Fire Marshal
Van Buren Fire Department



WADE TRIM

November 18, 2015

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

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

Re: Bellridge at Trilogy – Proposed Clubhouse
41452 East Archwood Drive
Final Site Plan Approval

Dear Ms. Thompson:

We have reviewed the site plan package dated November 4, 2015 for the above-referenced project located at 41452 East Archwood Drive. The project involves the demolition of existing tennis courts and the addition of a new clubhouse and pool, with site and parking improvements. Our comments are as follows:

SANITARY SEWER

There is no public sanitary sewer proposed for this site. The building shall be serviced by a proposed 6-inch PVC sanitary lead which outlets to an existing 8-inch on-site sanitary sewer which runs between the clubhouse and the existing south apartment building.

WATER MAIN

There is no public water main proposed for this site. The building shall be serviced by a 2-inch copper water service tapped from an existing 8-inch water main which runs between the clubhouse and the existing south apartment building. An existing hydrant in the southeast corner of the proposed improvements provides coverage for the clubhouse.

STORM WATER MANAGEMENT

The Developer has provided 12-inch storm sewer on-site to convey the 10-year storm. The proposed system outlets to an existing 24-inch storm sewer located on-site. Since the proposed improvements do not add any impervious area and the drainage patterns are similar to existing, we are not concerned about the capacity of the existing storm system.

GRADING AND PAVING

The Developer has proposed to repave and restripe the west half of the existing parking lot to the east of the clubhouse. Curb and gutter is proposed for the area that is being improved, however, since the east half of the lot will remain as existing, no curb and gutter is proposed. The Developer is also adding four parking spaces in the lot to the west of the proposed improvements, which shall be delineated with curb. A pavement cross section of three inches bituminous on six inches aggregate base has been proposed, which meets the minimum standard for a light duty parking lot.

Wade Trim Associates, Inc. 734.947.9700
25251 Northline Road 800.482.2864
P.O. Box 10 734.947.9726 fax
Taylor, MI 48180 www.wadetrिम.com



Charter Township of Van Buren
November 18, 2015
Page 2

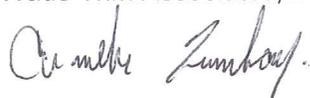
RECOMMENDATION

Approval of this final site plan is recommended at this time.

If you have any questions regarding this review, please feel free to contact our office at 734.947.9700.

Very truly yours,

Wade Trim Associates, Inc.



Carmelle Tremblay, EIT


David M. Nummer, PE

DMN:CT:ka
VBN 2260-01T
20151118Thompson.docx

cc: Mr. James Taylor, Public Works Director
Mr. Ron Akers, Director of Planning and Economic Development
Mr. Matthew Best, Deputy Director of Planning and Economic Development