

**CHARTER TOWNSHIP OF VAN BUREN
PLANNING COMMISSION
September 9, 2015
MINUTES**

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

ROLL CALL:

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

Excused: Boynton.

Staff: Director Akers, Deputy Director Best and Secretary Harman.

Planning Representatives: McKenna Associate, Sally Hodges.

Audience: Eight (8).

APPROVAL OF AGENDA:

Motion Budd, McKenna second to approve the agenda as amended to include under Old Business Item #1 Update on Belleville Development rezoning application and Item #2 Recommendation to extend the medical marijuana moratorium, under New Business Item #1 Preliminary site plan review, possible site plan approval and recommendation to township board for special use approval for Trilogy Residences, LLC. Motion Carried.

APPROVAL OF MINUTES:

Motion Johnson, Franzoi second to approve the minutes from August 26, 2015 as presented.

Motion Carried.

PUBLIC HEARING:

ITEM # 1 **CASE# 15-014 (SLU & SPR)**

TITLE: **THE APPLICANT, TRILOGY RESIDENCES, LLC, REQUESTS SPECIAL LAND USE 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. THIS HEARING IS BEING HELD IN ACCORDANCE WITH SECTION 8.03 (PERMITTED USES WITH SPECIAL APPROVAL) OF THE ZONING ORDINANCE.**

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

Motion Kelley, McKenna second to open the public hearing. Motion Carried.

Engineer Tim Ponton gave the presentation for the applicant. The applicant is requesting special land use approval to make improvements to the amenities located at Bellridge apartments by demolishing the two 2 tennis courts currently on site to construct a clubhouse and pool in the same area. The

clubhouse will include offices for employees, a gym, movie room, coffee bar, pool area, cabana's, hot tub, outdoor cooking area with BBQ's and a fire pit area. The site will lose 2 of the 465 parking spaces currently on site with the change. The applicant has received review letters from the planning engineers and is looking to get started before winter hits.

Motion Johnson, McKenna second to close the public hearing. Motion Carried.

OLD BUSINESS:

ITEM #1 UPDATE ON BELLEVILLE DEVELOPMENT REZONING APPLICATION

Director Akers gave the rezoning application update. Belleville Development is revising the conditional rezoning agreement and planning staff has received comments from the Township Attorney. The first public hearing was published only for the northern parcel, the public hearing will need to be republished to include both parcels with the next public hearing date on 9-23-15.

Motion Budd, second Franzoi to extend the table on the conditional rezoning agreement. Motion Carried.

ITEM #2 RECOMMENDATION TO EXTEND THE MEDICAL MARIJUANA MORATORIUM

Director Akers presented information on the medical marijuana moratorium. On April 7, 2015 the Township Board approved a 6 month moratorium. Subcommittee members reviewed several aspects of other cities ordinances and visited a grow dispensary in Ypsilanti. Due to turnover in the planning department and lack of time put into this item, Director Akers is requesting the Planning Commission recommend to the Township Board an extension of the moratorium for an additional 6 months.

Motion Budd, Kelley second to recommend to the Township Board an additional six (6) months of moratorium to allow the subcommittee to complete their review and recommendation. Motion Carried.

NEW BUSINESS:

ITEM # 1 CASE# 15-014 (SLU & SPR)

TITLE: THE APPLICANT, TRILOGY RESIDENCES, LLC, REQUESTS SPECIAL LAND USE 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. THIS HEARING IS BEING HELD IN ACCORDANCE WITH SECTION 8.03 (PERMITTED USES WITH SPECIAL APPROVAL) OF THE ZONING ORDINANCE.

LOCATION: PARCEL TAX ID NUMBER V125-83-056-99-0019-001, ALSO KNOWN AS 41500 BELLRIDGE BOULEVARD, IS THE SUBJECT OF THIS HEARING. THIS SITE IS

LOCATED ON THE WEST SIDE OF INDEPENDENCE LANE, NORTH OF THE I-94 SERVICE DRIVE.

Tim Ponton presented a rendering of the proposed clubhouse and explained the special land use approval needed.

Sally Hodges of McKenna Associates presented special land use review letter dated 9-3-15 recommending the Planning Commission recommend special approval to the Township Board, subject to final site plan approval.

Sally Hodges of McKenna Associates presented preliminary site plan review letter dated 9-3-15 recommending preliminary site plan approval subject to the conditions referenced in the letter.

Director Akers presented the WadeTrim preliminary site review letter dated 9-3-15 along with the Fire Department review letter dated 7-26-15, both recommend approval.

Commissioners discussed keeping the number of parking spaces at 465 (not reducing 2 spaces), barrier free ADA compliant parking spaces, ADA accessibility to the pool and clubhouse and visibility of the clubhouse from the roadway. No comments from the audience.

Motion Johnson, McKenna second to recommend the Township Board grant Trilogy, LLC special land use approval for the demolition of the existing tennis courts and construction of a clubhouse and swimming pool at parcel number V125-83-056-99-0019-001 also known as 41500 Bellridge Boulevard subject to final site plan approval.

Roll Call:

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

Nays: None.

Absent: Boynton.

Motion Carried.

Motion Kelley, Franzoi second to grant preliminary site plan approval for 41500 Bellridge Boulevard subject to the conditions in the McKenna Associates review letter dated 9-3-15, WadeTrim review letter dated 9-3-15 and Fire Department review letter dated 7-26-15 including 465 parking spaces and ADA compliance. Motion Carried. (Letters Attached)

GENERAL DISCUSSION: None.

Motion McKenna, Johnson second to adjourn at 8:07 p.m. Motion Carried.

Respectfully submitted,

Christina Harman
Recording Secretary

September 3, 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 #2;
Plans Dated August 14, 2015**

Dear Commissioners:

The applicant proposes to develop a 7,785 square foot community club house with pool and patio at an existing multiple family apartment complex, located north of I-94 North Service Road and west of East Archwood Drive. We have reviewed the plan for compliance with the Township's Zoning Ordinance, and sound planning and design principles. We offer the following comments for your consideration.

COMMENTS

- 1. Zoning and Use.** The site is zoned RM, Multiple Dwelling Residential where the proposed community club house serving residents with pool and patio is a permitted subject to special approval. The club house will only be available for residents and their guests, 7 days a week from 8 am – 6 pm, and will feature a pool, barbeque area, fireplace, gym, showers, locker room, conference rooms, movie room, and café.
- 2. Lot Coverage.** Section 4.14(B)(1)(d) restricts the maximum lot coverage for detached accessory buildings on any lot to a maximum 4,000 square feet in area, OR the maximum lot coverage permitted in the RM District (30%), OR lot area in acres multiplied by 1,280, whichever is less.

The proposed clubhouse is approximately 7,785 square feet and in our opinion, while the proposed recreation facilities are accessory to the apartment complex, the clubhouse is actually a principal building, just like an apartment building. Therefore, we believe the maximum floor area limits specified in Section 4.14(B)(1)(d) are not applicable to, nor were they intended for, developments such as this. The land use table on Sheet C-3 documents that the lot coverage calculations for buildings and accessory structures will comply with the Zoning Ordinance.

- 3. Dimensional Standards.** The proposed buildings and structures comply with height and setback requirements of the Ordinance.
- 4. Architecture and Building Design.** The clubhouse and pool equipment building facades feature cultured stone and Hardi-shingle siding. An arched entrance, bay windows, accent lighting and additional features that make for a visually attractive building. The building is proposed at 26'6" in height, less than the 30 foot maximum in the RM District.

5. Parking and Loading.

a. Ordinance Parking Requirements.

Parking Standard	Applicable Measurement	# Spaces Required	# Existing Spaces	# Proposed Spaces
<i>Multiple Family Dwelling</i>				
2 spaces per dwelling unit plus .25 spaces per bedroom for guests	251 dwelling units	565 spaces	465 spaces	463 spaces
<i>Clubhouse (Swimming, tennis clubs, or similar use operated by a resident org.)</i>				
1 space per every 2 member families plus 1 space per staff member on the largest shift	5 employees peak shift	5 spaces <i>(8 spaces calculated on the site plan)</i>		
	Minimum Parking Required:	570 spaces	465 spaces	463 spaces
	Barrier Free	11 spaces	5 spaces	7 spaces, 9 required based on 463 total spaces provided

The parking calculations on Sheet C-3 indicate that 565 parking spaces are required for the apartment dwellings, plus 8 spaces for the community club house, for a total of 573 required parking spaces. The clubhouse parking standard referenced is not the correct standard from the Ordinance; it should be the sum of the number of staff at peak shift *plus* 1 space per 2 member families. If the applicant believes a modified parking standard is more appropriate for the use, he should present the rationale and basis for the alternate standard in writing for consideration and possible approval by the Commission. Otherwise, the parking calculations and parking spaces provided must be revised accordingly.

The existing site does not conform to barrier free parking requirements, with 5 barrier free spaces for the 465 space total, when 9 are required. The proposed site plan does not conform to ADA requirements, offering 7 barrier free spaces for the 463 space total, when 9 are required. The additional 2 barrier free spaces must be provided on the site plan.

b. Parking Provided.

The site is currently nonconforming in the number of parking spaces provided (465 spaces total on site) and no additional parking is proposed with the development of the pool and clubhouse. Further, the plan proposes to decrease the number of spaces by 2 (463 parking spaces including 7 barrier free spaces). Per the Ordinance, the nonconformity may not be increased – at minimum, the two parking spaces must be replaced elsewhere on the site.

Further, unless the Planning Commission determines that the existing number of parking spaces is sufficient to support the clubhouse/pool along with the existing residential use of the site, additional parking spaces will be required to be added somewhere on the site. We recommend that a site plan showing the existing and proposed parking throughout complex be submitted for review, including any new and the relocated spaces for the clubhouse.

c. Parking Location and Dimensions.

Because the club house and pool are only for residents and their guests, the overall parking demand would not appear to be in excess of the existing parking that is available. However, the applicant must address how he intends to prevent parking at the pool/clubhouse from negatively impacting and displacing those residents who live closest to the new facility, to the satisfaction of the Commission.

The parking spaces are dimensioned at 18 feet on the site plan. Parking spaces are permitted to be 18 feet only when there is a 2 foot overhang abutting an 8 foot sidewalk or lawn area. The parking space dimensions must be listed as 20 feet in length (total parking area from the overhang to the end of the parking stall).

6. **Sidewalks.** 5 foot wide concrete sidewalks are proposed to be added to connect the clubhouse to the existing sidewalk network along both sides of the clubhouse building.
7. **Landscaping.** A detailed landscape plan has been submitted showing evergreen trees and shrubs, deciduous shrubs, and perennials around the clubhouse and pool area with mulch and grass ground cover. The arborvitae must be specified in the table as a minimum 5 feet in height at planting and not by caliper. The existing trees on the plan must be identified by type and height. Also, the plan must include the required seasonal maintenance program note that states they will replace all diseased, dead or damaged plants, replenish mulch, control weeds, fertilize and prune beginning upon completion of landscape installation.
8. **Pool and Fencing.** The plans propose a 30 foot by 84 foot in-ground swimming pool and hot-tub, surrounded by a 4 foot high wrought iron pool fence and secured gate as required. Typical details for the proposed fence are included and indicate a 'spike' like design on top. Section 4.30(b)(3) of the Zoning Ordinance prohibits spikes or other sharp instruments at the top of fencing. The fencing design must be revised to comply.
9. **Lighting.** The lighting plan proposes the installation of 7 area lights and 11 building mounted lights. The lights will be top-mounted Era Lantern LEDs. These lights will be appropriately shielded and directed so as to limit light pollution and exposure to neighboring residential buildings. The photometric plan predicts lighting levels below 0.1 footcandles near the apartment buildings, and 0.0 footcandles near the lot lines.
10. **Signage.** No signs are proposed for the clubhouse development.

- 11. Other.** A "soil stockpile" is shown on Sheet C-4 of the site plan. The plan must note that this is only a temporary feature during construction of the site, and will be removed before the certificate of occupancy is granted.

RECOMMENDATION

Based on the comments above, we recommend preliminary site plan approval subject to the following conditions:

- 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.
- b. Provision of all required barrier-free parking spaces and restoration of the site to no fewer parking spaces than no exist.
- 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.
- d. Parking space dimensions must be 20 feet in length (total parking area from the overhang to the end of the parking stall).
- e. Revisions to the landscape plan as noted in Comment 7, above.
- f. Replacement of the proposed pool fence with a design that does not include a spike/sharp finish at the top of the fence.
- 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.
- h. Approval of Township Engineer
- i. Approval of all agencies with jurisdiction
- j. Special approval by the Township Board

McKENNA ASSOCIATES



Sara J. Hodges, AICP, IAP2
Senior Vice President



John Culcasi
Assistant Planner



WADE TRIM

September 3, 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 – Preliminary Site Plan Approval

Dear Ms. Thompson:

We have reviewed the preliminary site plan package dated August 14, 2015 for the proposed clubhouse and pool for the Bellridge at Trilogy located on the west side of Independence Lane. The Project involves the demolition of an existing tennis court and construction of a new clubhouse and swimming pool. Our comments on the preliminary site plan are as follows:

WATER MAIN

Water service to the proposed clubhouse will be provided by tapping the existing 8-inch water main located to the south side of the existing tennis courts.

SANITARY SEWER

Sanitary sewer service for the proposed clubhouse will be provided by tapping the existing 8-inch sanitary sewer located to the south of the existing tennis courts.

STORM SEWER/DETENTION

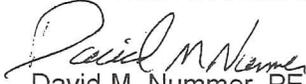
The existing development drains to a pond to the west of the development which ultimately discharges into Belleville Lake. The proposed development is only a slightly more impervious surface than the existing tennis courts and it appears the existing drainage system and pond can accommodate the additional drainage.

RECOMMENDATION

We are recommending preliminary approval for the proposed site plan. The Developer should be aware that, following preliminary site plan approval, a detailed engineering review will be necessary. If you have any questions regarding this review, please contact me directly at 734.947.2793.

Very truly yours,

Wade Trim Associates, Inc.


David M. Nummer, PE

DMN:ka
VBN 2260-01T
20150903Thompson.docx

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

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

Van Buren Fire Department
46425 Tyler Rd
Belleville, MI 48111



July 26, 2015

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

Re: Bellridge Apartments (Trilogy)
SPR15-014

To Whom it may concern:

I have reviewed the submitted construction site plan drawn by Stonefield Engineering and Design, LLC. **NFPA 1, NFPA 101**, 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 7,380 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 a construction site plan only at this point. Future plans will need to be submitted to this office regarding life safety and fire protection features of the clubhouse itself.

At this point of the project, I can grant conditional approval to proceed at this point in the project.

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.

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.

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,

Jason M Martin, Firefighter
Van Buren Fire Department
NFPA Fire Inspector II 15-1058 / Certified Plan Examiner 14-0081