

**CHARTER TOWNSHIP OF VAN BUREN
PLANNING COMMISSION
AUGUST 24, 2016
MINUTES**

Vice-Chairperson Boynton called the meeting to order at 7:33 p.m.

ROLL CALL:

Present: Jackson, Franzoi, Budd, Atchinson and Boynton.

Excused: Kelley and Thompson.

Staff: Director Akers and Secretary Harman.

Planning Representatives: None.

Audience: One (1).

APPROVAL OF AGENDA:

Motion Franzoi, Budd second to approve the agenda of August 24, 2016 as presented.

Motion Carried.

APPROVAL OF MINUTES:

Motion Atchinson, Franzoi second to approve the regular meeting minutes from August 10, 2016 as presented. Motion Carried.

PUBLIC HEARING: None.

CORRESPONDENCE: None.

NEW BUSINESS:

ITEM # 1 16-033 – Country Walk Architectural

TITLE: THE APPLICANT, GILBERT HOMES IS REQUESTING AN AMENDMENT APPROVAL TO THE COUNTRY WALK SITE PLAN FOR REVISED SINGLE FAMILY ARCHITECTURAL ELEVATIONS.

LOCATION: THE PARTIALLY FINISHED COUNTRY WALK SUBDIVISION IS THE SUBJECT OF THE REQUEST. THE DEVELOPMENT IS LOCATED ON THE EAST SIDE OF MARTINSVILLE ROAD AND NORTH SIDE OF SAVAGE ROAD.

Director Akers gave the presentation for the applicant whom was unable to attend. The applicant, Gilbert Homes, is in the process of acquiring ten (10) homes in the Country Walk subdivision and is requesting architectural approval for an additional home plan and façade elevation for residential dwellings.

Director Akers presented his staff review letter dated 8-20-16 recommending the applicant address the underlined comments in the letter and resubmit plans for approval in order to move forward with the construction of the proposed model in the development.

Commissioners discussed exterior façade brick requirements, the fireplace to be a complete chimney vs. cutoff, sump pump venting, applicant to have more than one floor plan, side-entry garage requirements, set back requirements and the homeowners' association involvement.

Motion Budd, Franzi second not to take action on the architectural approval for this project at Country Walk until such time we have the additional floor plans from the developer and conditions referred to in Director Akers' staff review letter dated 8-20-16. Motion Carried. (Letter Attached)

GENERAL DISCUSSION:

ITEM #1: Citizen Planner Course – Washtenaw County

Director Akers presented the Commission members with an informational flyer on the upcoming Citizen Planner Course put on by MSU Extension Service in Washtenaw County. The course is a training program for BZA and Planning Commission members. Director Akers offered members the opportunity to attend; online courses are available as well. Commissioner Boynton also informed the Commissioners of the upcoming Annual MAP Conference dates, October 26-28, 2016.

Director Akers presented a letter from a resident requesting a change to the zoning ordinance, which would allow construction of a 12' x 12' shed on the property. Currently the resident is in the process of applying for a variance. The resident would like to know if the Planning Commission would consider discussing the matter at a future meeting and the Commissioners agreed.

Commissioner Atchinson inquired about an update on the Lakeshore Ordinance. Director Akers informed Commissioners that a draft has been formed, it is currently in legal counsel review and will return to the Planning Commission when the review is complete. Commissions discussed how all lakefront residents will be notified of the upcoming meetings, staff will take measures to make sure all residents are notified. Commissioners also discussed the lily pad growth at the west end of Belleville Lake. Director Akers will take the information to the Environmental Commission to make a formal request for them to seek alternative treatment options to control the lily pad growth in Belleville Lake.

Motion Atchinson, Boynton second to adjourn at 8:23 p.m. Motion Carried.

Respectfully submitted,

Christina Harman
Recording Secretary



Memo

DATE: August 20, 2016
TO: Planning Commission
FROM: Ron Akers, AICP – Director of Planning & Economic Development
RE: SPR 16-033 Site Plan Amendment regarding Architectural Elevations in Country Walk Subdivision.

The applicant, Gilbert Homes, is requesting architectural approval for an additional home plan and façade elevation for residential dwellings in the Country Walk development. There is an existing Planned Residential Development (PRD) Agreement in place for the property which was approved in 2002 and amended in 2005 which had previously expired. There were several homes completed in the development prior to the expiration of the PRD. A Memorandum of Understanding (MOU) between Van Buren Township, the Country Walk Three Homeowners Association, and Blue Country Walk, LLC was executed in July 2015 which outlined the responsibilities of the parties with regards to the completion of the development and required compliance with the PRD agreement.

Gilbert Homes is in the process of acquiring ten (10) lots from Blue Country Walk, LLC and is requesting to construct single family homes on those lots. The applicant has submitted one plan to the Township for review. This plan is subject to the PRD agreement, the MOU, and the standards of the Zoning Ordinance, specifically section 4.54 which addresses specific architectural standards in these types of development.

The following is my review of the architectural plan based on the conditions in the MOU and PRD agreement. I offer the following comments:

Comments

1. Site Plan

The applicant has indicated that the lots he is planning to acquire are as follows:

- Phase 3 - Lot 19, 98, 99, 104, and 107
- Phase 4 - Lot 87, 90, 91, 104, and 107

I have attached the plans for each phase to this review. The setbacks, as described in the site plan for the Country Walk approved site plan, depict a front and rear yard setback of

25' and a required side yard setback of 10'. The lots sizes in the development vary in width from 70' to 61' and in depth from 120' to 125'. Based on a 42' width for the proposed dwelling it does not appear that the applicant will be able to meet the required side yard setbacks for the 61' wide lots (61'-42' = 19', combination of both side yard setbacks is 20'). The house plans will need to be revised to ensure the proper setbacks are able to be met.

2. Floor Area

The PRD agreement requires that the square footages of homes for the 536 units in the subdivision will average at least 1,750 square feet. According to the provided plan the square footage of the proposed single family dwelling will be 2,076 square feet. This will meet this requirement.

3. Façade Elevations

The Zoning Ordinance and the PRD agreement have specific requirements to ensure that the Township's "Substantially Different" architectural design standard is met. Section j(ix) of the PRD agreement specifically requires that the "Substantially Different" requirement be met by varying the following two (2) criteria:

- Roof pitch by varying three or more vertical units in twelve from one another (i.e. 6/12, 9/12, 12/12, etc.)
- Location of major design features relative to main mass by varying the location of at least two major design features that include, but are not limited to dormers, gables, garages (i.e. front-entry versus side-entry), and porches.

According to a previous McKenna & Associates letter, eight (8) different elevations are the minimum required to be able to meet the separation requirements in the Zoning Ordinance (all elevations within three (3) lots of each other must be substantially different from each other). Without having record of the homes that Blue Country Walk, LLC is proposing to build in the development it is impossible to determine this requirement.

Based on the location of the lots to be purchased, the applicant will not be able to construct the same proposed model on every lot. Some of those lots are immediately adjacent to one another. Based on this the applicant will need to provide additional plans which meet the "Substantially Different" requirement in order to construct homes on each lot. Staff also recommends that the applicant work with Blue Country Walk, LLC to have them provide plans for the types of homes they are planning on constructing within the development.

4. Building Materials

Section i(1) of the PRD agreement requires that all 416 detached units feature brick to the belt on the front and side elevations and requires that on specific lots brick will be required on the rear elevation as well. The proposed plan features brick to the belt course on the front elevation and partially on the left elevation, but does not feature brick on the rear elevation, right elevation, and on the full required area on the left elevation. Due to this it

does not meet the requirements of the PRD agreement. Additionally, the following lots require brick along the rear elevation per the PRD agreement:

- Phase 3 – Lot 98, 99, 104, and 107
- Phase 4 – Lot 104 and 107

Based on this the applicant will need to revise the building plans to meet this requirement.

5. Side Entry Garages

The PRD agreement requires that at least 30% of the single family detached units have side entry garages and specifically indicates which lots are required to have side entry garages. The following lots the applicant is proposing to acquire require side entry garages.

- Phase 3 – Lot 98, 99, and 107

The applicant still has the option to construct side entry garages on the other lots he is proposing to acquire despite it not being a mandatory requirement. The proposed plan has a side entry garage and would meet this requirement.

Recommendation

Staff does not recommend approval at this time. The applicant will need to address the underlined comments above and resubmit plans for approval in order to move forward with the construction of the proposed model in the development.

Ron Akers, AICP
Director of Planning & Economic Development
Charter Township of Van Buren