

**CHARTER TOWNSHIP OF VAN BUREN
PLANNING COMMISSION
AUGUST 22, 2018
MINUTES**

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

ROLL CALL:

Present: Jahr, Boynton, Atchinson, Budd, Franzoi and Thompson.

Excused: Kelley.

Staff: Director Akers, Planning Intern Moore and Secretary Harman.

Planning Representatives: McKenna Associate, Patrick Sloan and Fishbeck Associate, David Potter.

Audience: Three (3).

APPROVAL OF AGENDA:

Motion Atchinson, Boynton second to approve the agenda of August 22, 2018 as presented.

Motion Carried.

APPROVAL OF MINUTES:

Motion Franzoi, Boynton second to approve the regular meeting minutes of August 8, 2018 as amended with a spelling correction to Commissioner Boynton's name. Motion Carried.

NEW BUSINESS:

ITEM # 1 18-025 – SITE PLAN APPROVAL

TITLE: THE APPLICANT, ASHLEY CROSSROADS SOUTH, LLC, IS REQUESTING SITE PLAN APPROVAL TO ADD ADDITIONAL CAR PARKING TO SERVICE THE EXISTING BUILDING 1.

LOCATION: SUBJECT PROPERTY IS LOCATED AT THE CROSSROADS SOUTH DEVELOPMENT WHOSE ADDRESS IS 41775 & 41873 ECORSE ROAD.

Joseph Webb, design engineer for Ashley Crossroads South, LLC gave the presentation. The additional parking request is to accommodate FedEx. No representative was present from Ashley Crossroads South, LLC.

Patrick Sloan of McKenna Associates presented his site plan review letter dated 8-3-18 recommending the following revisions be made to the sites plans:

1. That Sheet C1 of the plans be updated to correct the minimum setback requirements.
2. That all proposed parking spaces be double striped per Section 9.104(C) of the Zoning Ordinance and that Sheets C2 and L1 be revised to show the required double striping.
3. That a note be added to the plans that all other parking spaces on the parcel be double striped per Section 9.104(C) the next time they are repainted.
4. That the required barrier free spaces be shown on the plans.
5. That the plans include a note that the filling and truck parking in the southern part of the property was not approved by the Township, and that a note be added to the plans stating

that the proposed changes to the site explicitly excludes any facilities outside of the subject 3-acre area.

6. That the additional truck parking areas illustrated in light gray lines on the plans be removed from the plans if they were not previously approved by the Township.
7. That a lighting plan and photometric plan for the proposed parking area be submitted that meets the requirements of Section 154.030.
8. That the height of the evergreen trees be increased to at least 8 feet, pursuant to Section 10.104(B) of the Zoning Ordinance.
9. That the existing greenbelt area located south of the proposed parking lot be illustrated on the plans and that additional evergreen trees be planted in this greenbelt area in accordance with Section 10.103(E) if there is sufficient area to plant additional evergreen trees in the buffer/berm area.

The Planning Commission may approve the revisions as conditions of approval to be confirmed by the Planning Director or may require revised plans to be submitted for the Planning Commission to review prior to site plan approval.

David Potter of Fishbeck Associates presented his site plan review letter dated 8-7-18 recommending the Planning Commission grant preliminary approval subject to the comments in the review letter:

1. An overall drainage area map must be provided indicating all areas tributary to the proposed storm water system.
2. Storm water conveyance and detention storage calculations must be provided to verify storm water pipe capacity and storage capacity. Calculations for composite C factor for the entire site must be updated and provided.
3. Applicant must submit storm water conveyance and detention plans, including water quality best management practices (BMP's), for review to Wayne County for approval and receive a permit before completion of the VBT construction plan review.
4. Plans must include typical sections for pavement, parking lots, driveways and sidewalks. Curb and gutter details must be provided.
5. Verify removal limits and constructability of the new 12-inch storm sewer near existing Manhole No. 67. It is apparent that the existing pavement and curb and gutter near the ADA accessible parking areas will be disturbed during construction. The applicant must include details for replacing the disturbed areas.

Director Akers presented the Fire Department review letter dated 7-31-18 granting approval.

Commissioners discussed the steps taken since becoming aware of a violation made by Ashley Crossroads South, LLC during the previous site plan approval. Commissioners also inquired what had been approved by Wayne County, if lights had been installed at the site and if the site had adequate storm water detention. The applicant needs to come into compliance with Wayne County standards this includes the storm water detention and no lighting has been installed.

Resident failed to see how anything can be done since the applicant had a violation.

Commissioners were not interested in approving the request with so many items outstanding and agreed to postpone the approval until plans are received that include the conditions and recommendations made in the review letter from McKenna Associates and Fishbeck Associates.

Motion Boynton, Jahr second to postpone preliminary site plan approval until the conditions and recommendations have been met. Motion Carried.

GENERAL DISCUSSION:

Item #1: PUBLIC PARTICIPATION PLAN PRESENTATION/DISCUSSION

Planning Intern, Grace Moore gave a presentation of the Public Participation Plan. The plan is a written commitment and guide to involving the community throughout Van Buren Township's planning and development process. Ms. Moore is currently in the process of drafting the Public Participation Plan; she will share the completed plan with the Planning Commission before presenting it to the Township Board.

ADJOURNMENT:

Motion Boynton, Atchinson second to adjourn at 8:14 p.m. Motion Carried.

Respectfully submitted,

Christina Harman
Recording Secretary