

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

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

**ROLL CALL:**

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

**Excused:** None.

**Staff:** Secretary Harman.

**Planning Representatives:** McKenna Associates, Sally Hodges and a Wade Trim Associate.

**Audience:** Eleven.

**APPROVAL OF AGENDA:**

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

**Motion Carried.**

**APPROVAL OF MINUTES:**

**Motion Budd, Johnson second to approve minutes from June 25, 2014 as presented.**

**Motion Carried.**

**PUBLIC HEARING:**

**ITEM # 1**

**CASE # 14-006**

**TITLE:**

**THE APPLICANT, DAVID BOUGHAN, IS REQUESTING A TEMPORARY LAND USE PERMIT FOR A HAUNTED HAYRIDE BEYOND THE TWO CONSECUTIVE WEEKENDS ALLOWED AS A RIGHT IN THE ZONING ORDINANCE FOR TEMPORARY LAND USES UNDER SECTION 4.44 OF THE TOWNSHIP ZONING ORDINANCE 06-02-92, AS AMENDED.**

**LOCATION:**

**THIS SUBJECT SITE IS LOCATED ON PARCEL TAX ID NUMBER V-125-83-138-99-0013-000, ALSO KNOWN AS 15851 MARTINSVILLE ROAD. THE SITE IS LOCATED ON THE EAST SIDE OF MARTINSVILLE ROAD, BETWEEN HULL AND FRET ROADS. THE SITE IS IN THE AG, AGRICULTURAL AND ESTATES ZONING DISTRICT.**

**Motion Boynton, McKenna second to open the public hearing. Motion Carried.**

Presentation given by applicant, David Boughan. The applicant detailed the haunted hayride for which he is requesting a temporary land use permit to operate Friday through Sunday, September 19<sup>th</sup> through November 2<sup>nd</sup>. The main parking lot holds 100 cars with an overflow lot for 30 more, there will be between 25-30 workers/volunteers, safety rules and emergency training are provided for all workers, 2 port-a-jons will be on site and applicant will request more if needed. Mr. Boughan displayed a sign for the front of the property, the hayride pattern and gave an estimated level of attendance of 2,500 customers a night based on last year's event.

Commissioners discussed selling of food or other goods on the property, the location of fire extinguishers and port-a-jons.

Resident who volunteered last year expressed his support of the haunted hayride.

**Motion Franzoi, Johnson support to close the public hearing. Motion Carried.**

**UNFINISHED BUSINESS:**

**ITEM # 1**

**CASE # 14-002**

**TITLE:**

**THE APPLICANT, ATCHINSON FORD USED CAR DEALERSHIP, IS REQUESTING FINAL SITE PLAN APPROVAL TO EXPAND OPERATIONS INCLUDING USED CAR SALES AS REQUIRED IN SECTION 13.03 OF TOWNSHIP ZONING ORDINANCE 06-02-92, AS AMENDED.**

**LOCATION:**

**PARCEL TAX ID NUMBER V-125-83-061-99-0004-701, ALSO KNOWN AS 9700 BELLEVILLE ROAD, IS THE SUBJECT OF THIS HEARING. THE SITE MEASURES APPROXIMATELY 4 ACRES OF PROPERTY CURRENTLY ZONED C-2 (EXTENSIVE HIGHWAY BUSINESS). THE PROPERTY IS LOCATED ON THE WEST SIDE OF BELLEVILLE ROAD BETWEEN TYLER ROAD AND NORTH I-94 SERVICE DRIVE.**

Architect Wayde Hoppe gave the presentation for the applicant. The applicant has received special use approval and preliminary site approval. The AT&T easement has been located and added to the drawings with metes and bound shown, the open space requirement 680 sq. ft. has been met and the error in the monument sign calculation has been corrected. Mr. Hoppe displayed brick and limestone exterior materials to match the existing dealership.

Sally Hodges of McKenna Associates presented review letter dated 7-3-14 recommending final site plan approval subject to the conditions listed in the letter.

Wade Trim associate presented review letter dated 7-3-14 recommending final site plan approval.

Commissioner Boynton read the Fire Department review letter dated 5-29-14 recommending site plan approval.

No comments from commission members or the audience.

**Motion Boyton, Budd second to grant final site plan approval for expansion of operations including used car sales by Atchinson Ford also known as 9700 Belleville Road including recommendations as stated in the McKenna Associates review letter dated 7-3-14, WadeTrim review letter dated 7-3-14 and Fire Department review letter dated 5-29-14 including approval of 26 trees to satisfy the interior parking requirement and approval of building materials as presented. Motion Carried. (letters attached)**

**GENERAL DISCUSSION:**

**Motion McKenna, Johnson second to adjourn at 8:15 p.m. Motion Carried.**

Respectfully submitted,

Christina Harman  
Recording Secretary



# WADE TRIM

July 3, 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: Atchinson Ford Quick Lane  
Final Site Plan Approval

Dear Ms. Thompson:

At your request, we have reviewed the preliminary site plan dated July 2, 2014 for the proposed Atchinson Ford Quick Lane located on the west side of Belleville Road, south of Tyler Road. We have met with the Developer and they have addressed the majority of our concerns; therefore, we are recommending final site plan approval for this site with a few minor conditions. We have the following comments to offer in regard to the major engineering components of this Project.

### Utilities

The existing sanitary and water services are being reused for this proposed site plan; no additional public utilities are being constructed. Storm drainage for this site will remain unchanged. As the Commission may recall, this property was redeveloped in 2011 as Victory Used Car Sales. At that time, the Developer installed an infiltration basin to facilitate drainage at the rear of the property. This system will remain in place and operating under this new site plan proposal. We understand that the owner may request to pave this area at a later date and that storm water management for the site will be brought up to standards at that time.

### Site Access

A new cross access drive is being installed which will facilitate circulation between the Quick Lane and the Ford Dealership without having to access Belleville Road. The corresponding improvements on the dealership parcel will be constructed when that property comes in for site plan approval.

### Requested Plan Revisions

In our review of the final plans, we noted two minor items that need to be corrected prior to this Project moving into construction.

1. Our review of the grading plan indicated a few locations where the proposed grading would cause water to pond on the site. We have requested that the engineer review and modify a few of the proposed ground elevations adjacent to the proposed curb and gutter to correct this situation.

<b>Wade Trim Associates, Inc.</b>	734.947.9700
25251 Northline Road	800.482.2864
P.O. Box 10	734.947.9726 fax
Taylor, MI 48180	www.wadetrim.com

2. There is a proposed light pole being installed adjacent to a new sidewalk just to the northwest of the building. This light pole has a 2-foot diameter concrete base. In order to avoid encroachment into the sidewalk we have requested that the light pole be located entirely within the pavement area, and that a 2-foot wide area be striped out between the parking spaces such that cars parked or displayed in the adjacent spaces will not hit the light pole. This will require the parking spaces to the north of the light pole to be shifted slightly. The designer should ensure that a minimum 24-foot wide drive aisle is maintained to the north of this parking area. We are aware of two other light poles that are located within the existing paved area. We are not as concerned about these as they are not adjacent to a sidewalk. These light poles straddle the line between two adjacent parking spaces, thus having a minor encroachment in to either one that will not affect the use of the parking space.

Recommendation

We are recommending that the Planning Commission grant final site plan approval at this time, contingent upon the above referenced items. 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:laj  
VBN 2235-01T

cc: Mr. James Taylor, Director of Public Works  
Mr. Kris Enlow, PE, Enlow Engineering

The information contained in the above message is privileged and confidential information solely for the use of the intended recipient. If the reader of this message is not the intended recipient, the reader is notified that any use, dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please immediately notify Wade Trim by telephone.

July 3, 2014

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

**Subject: VBT-14-002 SPR, Atchinson Quick Lane; 9700 Belleville Road  
Site Plan Review #4 – Final Site Plan; Plans Dated 7/1/14 and Received 7/2/14**

Dear Commissioners:

The applicant, Atchinson Ford, proposes to update and expand the sales and service building at the former Victory Pre-Owned Motors at 9700 Belleville Road. The applicant will be adding minor auto servicing via the "Quick Lane", as a new use in addition to the sale of used cars. The Planning Commission granted preliminary site plan approval on May 28, 2014, and the Township Board granted special use approval on July 1, 2014. We have reviewed the revised plans for compliance with the conditions of special approval and preliminary site plan approval and offer the following comments for your consideration.

**1. Special Approval Conditions.**

**a. Submission of a written definition of "light maintenance" for Commission approval, including specific list of included and excluded servicing operations, statement that the car wash will not include rustproofing, and statement that there will be no major repair or refurbishing; all to be listed in the Building Use statement on the site plan.** The Commission approved the use description at preliminary site plan approval and it has been added to Sheet DT. This condition has been met.

**b. Review of the overall circulation planned for the Quick Lane and Ford dealership sites, with the potential for eliminating a curb cut addressed to the satisfaction of the Commission.** This condition has been met, as the Commission determined that it will reconsider overall circulation with the new car dealership plans.

**c. No auto parts shall be sold on site, and this must be noted on Sheet DT.** This condition has been met.

**2. Existing display spaces on the pavement at the front south part of the building must be shown on the site plan.** This condition has been met.

**3. The location of parking for all the employees (20 total) must be identified to the satisfaction of the Planning Commission.** The applicant presented, and the plan notes that the 13 employees not accommodated in the 7 employee parking spaces on the site would park on the new car sales parcel next door. This condition has been met.

4. **Typically the Township requires all paved areas to be curbed; we defer to the Township engineer's recommendation on this matter.** The Township Engineer will permit the existing west pavement edge to remain uncurbed. This condition has been met.
5. **The width of the driveway immediately south of the building must be labeled on the plan.** The driveway width is labelled as 16' 7", sufficient for one way traffic. This condition has been met.
6. **The site plan must be revised to dimension and show that AT&T access easement.** The access easement is now noted on Sheet SP101, and a legal description given on sheet DT. For clarity, the boundaries of the easement should be delineated on the plan. This condition remains to be met.
7. **The cross access lanes must be dimensioned and widened to conform to the Ordinance.** Both cross access lanes are now dimensioned and met the Ordinance requirement.
8. **The loading space on the west side of the building must be dimensioned on the plan and be 10 feet by 50 feet in area.** This condition has been met.
9. **Landscaping items.** The requested table summarizing all of the landscaping requirements has been added to the plan.
  - a. **Vehicular Surface Landscaping –**
    - i. **The calculation of the amount paved area and the required square footage of vehicular surface landscaping has been corrected.** The calculation of paved area has been revised, and the required square footage of vehicular surface landscaping has been corrected accordingly. However, the required site amenities area that exists at the northeast corner of the site has incorrectly been added into the calculations as a landscape island. Per Section 11.05.d. (which also applies to C-2 sites), the site amenities area must be separate from required landscape areas, and cannot be counted twice. Thus, 2,471 sq. ft. of vehicle surface landscaping area is required and only 2,189 sq. ft. has been provided. Therefore additional vehicle surface landscaping area must be provided on the plan to comply. This condition remains to be met.
    - ii. **The area of each landscape island must be added to the plan, and each landscaped island must be at least 360 square feet.** The landscape island areas are noted, and all of them except two existing spaces, exceed the 360 square feet required. This condition has been met.
    - iii. **The small landscape island near the northeast corner of the building must have a tree added.** This condition has been met.
    - iv. **There must be 1 tree per 100 square feet of vehicular surface landscaping.** 2,471 sq. ft. of vehicle surface landscaping area is required, and 24 trees are provided (excluding the site amenities area, as noted above). Although the number of trees required may increase depending on how the applicant satisfies the vehicle surface landscape area deficiency, based on the minimum ordinance numbers, this condition has been met.
  - b. **General Landscaping - There must be one tree per 3,000 square feet of landscaped open space.** Two Serviceberry trees are noted in satisfaction of this requirement; this condition has been met.

**10. Signs.**

- a. **Total Signage (225 square feet permitted) - The dimensions of all proposed ground and wall signs (including any intended to remain) must be added to the plan, and the totals must comply with the requirements of the Zoning Ordinance.** Dimensions have been added as required, and the totals comply with the Ordinance. This condition has been met.
- b. **Wall Signs - Dimensions and calculations for each wall sign must be added to the plan and comply with the Zoning Ordinance.** Dimensions and calculations have been added as required. This condition has been met.
- c. **Monument Sign - The dimensions, height, and proposed new face of the monument sign must be submitted.** The dimensions shown on the monument sign vary somewhat from the dimensions used in the calculations. We calculate the sign as 32.664 square feet in area, not 34 sq. ft. The plan must be revised to be consistent.

**11. Relocate the trash receptacle to a more appropriate location and correct the discrepancies between pages.** This condition has been met.

**12. Samples of the colors and proposed materials should be presented to the Planning Commission for approval.** The applicant must present the color and material samples for approval by the Commission. This condition remains to be met.

**13. The required open space must be provided and labelled on the site plan.** Based on the proposed building area of 15,099.8 square feet, 604 square feet of open space is required (Section 11.05.d.). The open space area at the northeast corner of the site that contains the required amenities was noted as 680 sq. ft. on the previous plan submitted. The current plan now identifies it as only 452 square feet and counts it as a landscape island. The required space must be provided - we recommend that the existing amenities area remain at 680 square feet so that it will continue to conform to the Ordinance. This condition remains to be met.

**RECOMMENDATION**

Most of the conditions of the Planning Commission's preliminary site plan approval have been met. However, the amount of vehicle surface landscape area and the required outdoor amenities area must be increased to comply, and will change the site somewhat. We have spoken to the applicant's representative, who has agreed to revise the plans to meet all the above deficiencies and address the revisions at the Planning Commission meeting. If all the outstanding conditions above are met to the Commission's satisfaction and included on revised and dated site plans, we could recommend that the Planning Commission grant final site plan approval.

Respectfully submitted,  
**McKENNA ASSOCIATES**



Sara J. Hodges, AICP, IAP2  
Senior Vice President

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

Van Buren Fire Department  
46425 Tyler Rd  
Belleville, MI 48111



May 23, 2014

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

Atchinson Quick Lane  
SPR & SLU 14-002

Director Mullen:

I have reviewed a set of plans submitted to your office on a 5-13-2014 for the above referenced project.

At this time, the site plan is currently approved as submitted.

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 local fire code.

If you have any questions about this plan review report, please feel free to contact me at (734)699-8900 ext. 9430

Respectfully submitted,

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

**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.

