

**CHARTER TOWNSHIP OF VAN BUREN
PLANNING COMMISSION
JULY 13, 2016
MINUTES**

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

ROLL CALL:

Present: Franzoi, Jackson, Kelley, Atchinson, Budd and Thompson.

Excused: Boynton.

Staff: Director Akers and Secretary Harman.

Planning Representatives: McKenna Associate, Sally Hodges.

Audience: Four (4).

APPROVAL OF AGENDA:

Motion Kelley, Franzoi second to approve the agenda of July 13, 2016 as presented.

Motion Carried.

APPROVAL OF MINUTES:

Motion Budd, Kelley second to approve the regular meeting minutes from June 22, 2016 as presented. Motion Carried.

PUBLIC HEARING: None.

CORRESPONDENCE: None.

NEW BUSINESS:

ITEM # 1 CASE #14-004 Site Plan Amendment

TITLE: THE APPLICANT, COSTCO, IS REQUESTING A SITE PLAN AMENDMENT TO THEIR EXISTING SITE PLAN APPROVED BY THE PLANNING COMMISSION ON NOVEMBER 12, 2014.

LOCATION: 5860 BELLEVILLE ROAD IS THE SUBJECT PARCEL OF THIS AGENDA ITEM. THE SUBJECT PARCEL IS LOCATED ON THE WEST SIDE OF BELLEVILLE, NORTH OF VAN BORN.

A representative of V3 Companies gave the presentation for Costco. The applicant is requesting an amendment to the site plan due to construction changes to reduce the south truck parking area and modify the number of employee parking spaces from 377 to 374. The installation of the sidewalk along Belleville Road to extend to the new Costco drive has been scheduled.

Director Akers presented his review letter dated 7-8-16 recommending the Planning Commission approve the request to amend the final site plan for Costco Wholesale by removing a portion of the south parking area as depicted on the proposed site plan and approving the modified parking standard from 377 spaces to 374 spaces.

Commissioners discussed relocating the chain link fence, removing a section of the fence and adding a sign when the sidewalk is installed and adding a note to the site plan that the fence is coming out and the type of sign to be placed.

No comments from the audience.

Motion Kelley, Atchinson second to grant the applicant, Costco, the amendment to the final site plan subject to the recommendations in the staff review letter dated 7-8-16 regarding the removal of additional parking spaces, modifying the parking standard and putting in a note with the fence modifications. Motion Carried. (Letter Attached)

GENERAL DISCUSSION:

Director Akers presented his review letter dated 6-15-16 of the 2016 Detroit Region Aerotropolis Asset Familiarization Tour. The tour showcased our area to the members of the site selector organization to obtain feedback from them on ways to improve the marketability of our area.

Director Akers announced that McKenna Associate, Sally Hodges is relocating to North Carolina and will be working with McKenna Associates on a part-time basis. Commissioners thanked Hodges and presented her with a gift for her many dedicated years of service to the Planning Commission.

Motion Kelley, Franzoi second to adjourn at 8:02 p.m. Motion Carried.

Respectfully submitted,

Christina Harman
Recording Secretary



Memo

DATE: July 8, 2016
TO: Planning Commission
FROM: Ron Akers, AICP – Director of Planning & Economic Development
RE: 14-004 Site Plan Amendment for Costco Wholesale

Staff Report

Summary:

Costco Wholesale received final site plan approval in November of 2014 and construction of the facility was completed in December of 2015. A planning inspection was completed on May 11, 2016 and only three (3) items which needed to be addressed were identified. This site inspection report has been placed in the packet for your review. The three (3) items which needed to be addressed were as follows:

1. The truck parking area in the southwest corner of the property was not installed per the submitted site plans.
2. The sidewalk along Belleville Road was not installed.
3. The Planning Commission approved a modified parking requirement of 377 parking spaces. After inspection it was discovered that the site only had 374 parking spaces.

The property owner is addressing item 2, but in order to remain as they exist item 1 and 3 would require a site plan amendment from the Planning Commission. Based on this the applicant has submitted a revised site plan addressing the identified modifications. These drawings will be added to the approved site plan. The following is a review of those modifications:

Truck Parking:

The applicant has indicated in their letter dated June 20, 2016 that it was deemed that a portion of the southern truck parking area would not be immediately necessary and that it would be most effective to construct this parking area in a future construction phase. There is no Zoning Ordinance standard which sets a minimum amount of truck parking required for a distribution centers. Based on this staff has no issues with this adjustment to the site plan. The applicant has already installed the required landscaping and stormwater pond required for this parking area so no additional modifications will need to be made to these requirements. At the time the applicant

wishes to install the parking area, site plan approval will be required from the Planning Commission.

Employee Parking:

The letter provided by the applicant demonstrated that the employee parking was reduced by three (3) spaces in order to allow for the construction of a larger outdoor employee amenity area. During site plan approval the Planning Commission approved a modified parking standard of 377 parking spaces. This was based on informal provided by the applicant which indicated that in the future the distribution center could have a possible 350 employees. During site plan approval the Planning Commission has in the past accepted the standard of 5 spaces plus 1 space for every employee in the largest working shift. Using this standard the minimum standard would be 355 spaces. The 374 existing parking spaces would fit within this requirement as well as the 120% maximum. Based on this staff recommends that the Planning Commission accept a modified parking standard of 374 parking spaces.

Recommendation:

Staff recommends that the Planning Commissions approve the request to amend the final site plan for Costco Wholesale, originally approved on November 12, 2016, at the property located at 5860 Belleville Road in order to modify the following:

- A. Remove a portion of the south parking area as depicted on the proposed site plan.
- B. Approve the modified parking standard from 377 spaces to 374 spaces as depicted on the proposed site plan.