

**CHARTER TOWNSHIP OF VAN BUREN  
PLANNING COMMISSION - VIRTUAL MEETING ON ZOOM  
July 8, 2020  
MINUTES**

**Prior to the start of the meeting, the public was given instructions on how to take part in the meeting.**

Chairperson Thompson called the meeting to order at 7:30 p.m.

**ROLL CALL:**

**Present:** Jahr, Kelley, Atchinson, Budd, Boynton and Thompson.

**Excused:** Franzoi.

**Staff:** Director Power and Secretary Harman.

**Planning Representatives:** McKenna Associates, Vidya Krishnan and Adam Cook.

**Applicant(s) in Attendance:** Philip Kuntzman of Upland Homes.

**Audience:** Five (5).

**APPROVAL OF AGENDA:**

Motion Boynton, Jahr second to approve the agenda of July 8, 2020 as presented. Motion Carried.

**APPROVAL OF MINUTES:**

Motion Boynton, Kelley second to approve the regular meeting minutes of June 24, 2020 as presented.

**Roll Call:**

**Yeas:** Kelley, Atchinson, Budd, Jahr, Boynton and Thompson.

**Nays:** None.

**Absent:** Franzoi.

**Motion Carried.**

**NEW BUSINESS:**

**ITEM #1: 20-016 – UPLAND HOMES COUNTRY WALK – SITE PLAN AMENDMENT.**

**TITLE: THE APPLICANT, UPLAND HOMES, IS REQUESTING AN AMENDMENT TO THE APPROVED COUNTRY WALK SITE PLAN FOR REVISED SINGLE-FAMILY ARCHITECTURAL ELEVATIONS.**

**LOCATION: THE UNFINISHED COUNTRY WALK SUBDIVISION IS THE SUBJECT OF THE REQUEST. THE DEVELOPMENT IS LOCATED ON THE EAST SIDE OF MARTINSVILLE ROAD, NORTH OF SAVAGE ROAD.**

Philip Kuntzman of Upland Homes gave the presentation. Upland Homes is requesting a site plan amendment to include the new #1546 ranch home floor plan, there are five (5) elevations including front entry and side entry garage options meeting the substantially different architectural requirement.

Director Power presented his staff review letter dated 7-1-20, noting that in his letter it also referenced plan #1815, however the request is only for the #1546 ranch home model. Director Power displayed drawings of the plan #1546 home model with five (5) different elevations showing the front entry and side entry garage options. Staff recommends the Planning Commission approve the site plan amendment to the Country Walk development for the addition of the proposed plan #1546, to be built by Upland Homes, based on the following condition:

1. Township Planning Staff shall review each application for a new single-family home in the Country Walk development in order to determine that the new home meets the required setbacks and that the elevation meets the Township's "substantially different" architectural design standards set forth in the PRD agreement.

Commissioner inquired whether the homes will be located within the Country Walk Three Homeowners Association or the Country Walk Four Homeowners Association. The homes will be located in Country Walk Four Homeowners Association, Director Power will make a correction in his staff review letter.

**Motion Boynton, Kelley second to approve Upland Homes request for an amendment to the approved Country Walk site plan for revised single-family architectural elevations, located in the Country Walk subdivision on the east side of Martinsville Road, north of savage road, subject to the recommendation in Director Power's staff review letter dated 7-1-20 along with the Country Walk Four Homeowners Association correction to the staff review letter.**

**Roll Call:**

**Yeas: Budd, Atchinson, Kelley, Jahr, Boynton and Thompson.**

**Nays: None.**

**Absent: Franzoi.**

**Motion Carried. (Letter attached)**

**ITEM #2: RM, MULTIPLE DWELLING RESIDENTIAL DISTRICT AMENDMENTS.**

Director Power presented his staff memo dated 7-1-20, the Planning Commission is being asked to consider zoning ordinance amendments which allow for a new categorization of detached single-family residential structures to be permitted in the RM, Multiple Family zoning district. Specifically to consider allowing single-family detached dwellings at a density of 6-7 units per acre as a permitted land use by right in the RM, Multiple Family zoning district and to contemplate dimensional requirements for these detached single-family dwellings. Director Power displayed a concept drawing for 41620 E. Huron River Drive for higher density detached single family dwellings, the example was provided by applicant, Scott Jones, as part of a rezoning request.

Vidya Krishnan of McKenna Associates presented her staff review letter dated 6-30-20. In early 2019, the Township received a request from applicant, Scott Jones, to rezone a 13.6 acre parcel located at 41620 E. Huron River Drive from R-1C to RM zoning designation. Mr. Jones plans to construct single-family detached condominiums on the property and sought the rezoning to be able to construct these homes at a higher density than is allowed under the R-1C district. After significant consideration, the Township amended the Master Plan to change the zoning on the subject site from R-1C to RM with limitations. This would achieve allowing the required density for the development and to protect against any other potential uses allowed in the RM district

which may not fit in this area (i.e. apartment complexes, etc.). Subsequent to the Master Plan Amendment, the next step is to amend the Zoning Ordinance by adding single family detached dwellings as a permitted use in the RM district with density limitations. The change will not just benefit the applicant, but would also make some homes in the Township legal conforming structures. The amendment suggests 2 options for lot size and setbacks based on the density provision provided under the Master Plan:

**Option A:** Low Range Density (6.05 du/acre) – 7,200 square feet lot size/60' lot width/min. side yard 10 feet.

**Option B:** High Range Density (6.91 du/acre) – 6,300 square feet lot size/45' lot width/min. side yard 5 feet.

The Commission is being asked to consider the lot size and setback options A and B and whether to keep the section 5.114 standards in place and applicable to any newly created detached single-family lots. The 5.114 standards pertain to connection with public utilities, complying with building codes and setting forth architectural requirements.

Commissioners inquired if the single-family detached condos would be similar to those of Cherry Hill Village in Canton, along with the 5.114 standards would the section also include development done under site condo rules, regarding 41620 E. Huron River Drive is the ground suitable to house all of these lots at this time and clarification on RM zoning with limitations. Vidya Krishnan of McKenna Associates informed the Commission that the development would be similar to Cherry Hill Village but slightly smaller, she will look into further comparisons for staff to bring back to the Commission. Yes, development done under site condo rules would be included. As for the ground suitability at 41620 E. Huron River Drive, this will be addressed early in the design process during preliminary site plan review. The limitation is for single-family detached dwellings, these would not be allowed to become an apartment complex. Commissioners liked the concept of having limitations that will not allow high rise buildings or multi-family dwellings, the inclusion of the 5.114 and 5.115 standards and agree they would like to see some comparisons to evaluate and give a recommendation.

Applicant, Scott Jones, gave clarification on his project. At this time he has 37 people interested. The single-family dwellings will be a 2-story concept and per his engineer, basements are not feasible on the property. The homes will be similar to what you see in downtown Belleville. Mr. Jones has applied for rezoning plus conditions and has provided a list of what those conditions would be.

### **ITEM #3: REVIEW OF VAN BUREN TOWNSHIP 2020 MASTER PLAN**

Director Power gave a brief Master Plan update. The Planning Commission is requested to discuss a full draft of the 2020 Master Plan and consider forwarding a recommendation to the Township Board to release the full draft plan for 63-day review. The draft plan results from nearly three years of efforts, meetings and plan reviews. Public engagement workshops were held regarding this plan on October 2<sup>nd</sup> and October 3<sup>rd</sup> of 2019. Since that time, a complete draft of the plan has been drafted and refined in coordination with the Master Plan Steering Committee and Township staff.

Adam Cook of McKenna Associates provided a PowerPoint presentation walk-through of the draft 2020 Master Plan and discussed the following topics:

- **Draft Master Plan Summary:** VBT Planning History, 2020 Master Plan Rationale, How to Use the Master Plan, “Missing Middle” and Transect Zones.
- **Regional Context:** VBT Form-Shaping Elements.
- **Existing Land Use:** VBT Existing Land Use.
- **Goals and Objectives:** Master Plan Vision Statement, Master Plan Goals and Objectives.
- **Future Land Use and Zoning Plan:** VBT Future Land Use, VBT Future Land Use Categories, VBT FLU Map – What’s New?, VBT FLU Map – What Hasn’t Changed?, VBT Zoning Plan.
- **Mobility Plan:** Circulation Plan, Non-Motorized Plan.

Commissioners commended Adam Cook, the Steering Committee (Norm DeBuck, Medina Atchinson, Bryon Kelley, Sharry Budd and Dawn Chapel), Executive Assistant Renaud and Township staff for their hard work on the Master Plan. Commissioner expressed the need for senior housing in Van Buren Township for residents to age in place.

No comments from the audience.

**Motion Boynton, Budd second to recommend to the Township Board of Trustees release of the full draft Master Plan for 63-day review.**

**Roll Call:**

**Yeas: Jahr, Kelley, Atchinson, Budd, Boynton and Thompson.**

**Nays: None.**

**Absent: Franzoi.**

**Motion Carried. (Letter attached)**

**GENERAL DISCUSSION:**

Director Power commended the hard work on the Master Plan and advised the Commission to reach out to himself or Adam Cook of McKenna Associates if they have any questions or minor comments to share. Director Power is working on the agenda for the July 22<sup>nd</sup> meeting, it will be available next week.

**ADJOURNMENT:**

**Motion Boynton, Atchinson second to adjourn at 9:07 p.m. Motion Carried.**

Respectfully submitted,

Christina Harman  
Recording Secretary



# Memo

**TO:** Van Buren Township Planning Commission

**FROM:** Dan Power - Director of Planning and Economic Development

**RE:** SPR 20-016 Site Plan Amendment for Upland Homes regarding New Architectural Elevations in Country Walk Subdivision

**DATE:** July 1, 2020

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The applicant, Upland Homes, is requesting architectural approval for two additional home elevation styles titled “1815” and “1546” with façade elevation variations for single-family residential dwellings in the Country Walk development. The development has a Planned Residential Development (PRD) agreement that was approved in 2002 and amended in 2005 but has since expired. Before it expired, several homes were completed in Country Walk. In July of 2015, a Memorandum of Understanding (MOU) was executed between Van Buren Township, the Country Walk Three Homeowners Association, and Blue Country Walk, LLC which outlined the responsibilities of the parties with respect to the completion of the development and required compliance with that PRD which had expired.

The proposed plans are subject to the PRD agreement, MOU, and the standards of the Zoning Ordinance, specifically section 5.115 which addresses architectural details in PRDs.

The following is staff’s 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 setbacks, as described in the approved site plan for the Country Walk development, depict a front and rear setback of 25’ and a required side yard setback of 10’. The lot sizes in the development vary in width from 75’ to 61’ and in depth from 120’ to 125’.

The applicant has submitted dimensions for proposed house plans. Plan

#1815 is 40'0" wide X 54'0" deep, and plan #1546 is roughly 40' wide X 50' deep. Both of these will fit on all lots with the required setbacks.

**2. Floor Area**

The PRD agreement requires that the square footage of homes for the 536 units in the subdivision will average at least 1,750 square feet. According to the plan provided the square footage of the proposed elevation will be 1,664 square feet, based on the total floor area of the dwelling being 2,160 square feet and the garage, which cannot be included in the total floor area calculation, being 496 square feet. Due to the PRD agreement requiring the average, not minimum, square footage to be 1,750 square feet, floor areas of less than 1,750 square feet may be approved. The majority of elevations in the development are over 1,750 square feet, so staff does not believe that allowing the home plans with areas of 1,664 square feet and 1,546 square feet will lead to violations of the PRD, if closely monitored in relation to the other homes within the PRD. Staff will evaluate what is existing in the development and ensure that the entire development maintains 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 (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.

The Zoning Ordinance requires that this substantially different requirement be maintained from neighboring lots within three (3) lots of the proposed parcel and within three (3) lots of the property across the street. Staff has reviewed the proposed elevations in relation to all other previously approved elevations by this builder in the development (see Exhibit A attached to this packet) and I offer the following:

**Roof Pitch**

The design of these elevations' roof pitches should be compared to those of the other previously approved elevations. The "1546" unit includes pitches ranging from 5/12 – 12/12 on the front. On the "1815" elevation type, a 6/12 pitch is present on the side and 12/12 pitches are present on the front. Roof pitch alone may not

distinguish the proposed elevation types from one another. Therefore, the location of major design feature criteria may have to be used in place of the roof pitch requirement.

Location of Major Design Features

The applicant has shown in the past that they understand the substantially different

Reference	Roof style	Roof pitch	# of windows (front)	Door relation to mass	Design feature and relation to mass	Materials observations
1546 (A)	Gable	Not specified	1	Center	Gable / rake over garage	Horizontal siding over windows / doors
1546 (B)	Gable	Not specified	2	Center	Gable / rake over window+door and dormer over garage	Horizontal siding over windows / doors
1546 (C)	Reverse Gable	Not specified	3	Center	3-angle bay window with gable/rake	
1546 (D)	Gable	Not specified	1	Center	Nested gable over window/door	Shake siding over window/door
1546 (E)	Reverse Gable	Not specified	1	Center	Nested gable over window/door	Horizontal siding over garage
1815	Hip	12/12 front, 6/12-12/12 side	5	Center	Two sets of gables / rakes over window sections	Mostly brick

can meet it through the prior submission of 44 different combinations of home style and elevation. With the previously submitted elevations and the new elevation, the applicant has demonstrated that they can meet this requirement. The applicant proposes a single elevation type for the “1815” model and five (5) variations of the “1546” elevation type, each of which also has a side-facing garage option. The new elevations will add to the diversity of the models available. Staff will still review each individual application for a building permit to ensure that this requirement has been met. A table of observations from the proposed models is shown below:

**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 elevation meets this requirement with the significant application of brick on all sides.

**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 language in the PRD Amendment states:

“6.1.11. Side entry garages are required on at least 30% of single-family detached units. The following 125 single-family detached units will have side-entry garages: 1-4, 15, 16, 34, 36, 47-49, 58-60, 66-68, 70, 75, 76, 82, 86, 92, 93, 96-110, 115, 117, 120, 121, 128, 130, 135-137, 149-51, 153, 159, 164, 165, 171, 173, 177, 178, 185-87, 192-95, 198, 200, 204, 213, 218, 225-228, 235, 237, 240, 244, 247-250, 253, 254, 260, 261, 266, 274, 286-88, 294, 295, 297, 303, 305, 308, 311-13, 317-21, 323, 324, 326, 327, 330, 363, 368, 369, 381, 390, 398, 400, 406, 407, 411, 413-16.”

The proposed elevations all includes a side-entry garage, so it can contribute to the requirement of 30% of detached units in the PRD having side-entry garages.

**Recommendation**

Staff recommends that the Planning Commission approve the site plan amendment to the Country Walk development for the addition of the proposed elevations, Plans #1815 and #1546, to be built by Upland Homes based on the following condition:

1. Township Planning Staff shall review each application for a new single-family home in the Country Walk development in order to determine that the new home meets the required setbacks and that the elevation meets the Township's "Substantially Different" architectural design standards set forth in the PRD agreement.

20-016 Upland Homes Elevation - 2020  
July 1, 2020

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script, appearing to read "Dan Power".

Dan Power, AICP  
Planning and Economic Development Director  
Public Services Department  
Charter Township of Van Buren

CC: Vidya Krishnan – Van Buren Charter Township Principal Planner / Planning Consultant  
– McKenna Associates  
Matthew Best, M.S. – Public Services Director, Van Buren Charter Township