

**Springfield Township
Planning Commission -- Business Meeting
Minutes of June 16, 2008**

Call to Order: Chair Roger Lamont called the June 16, 2008 Business Meeting of the Springfield Township Planning Commission to order at 7:30 p.m. at the Springfield Township Civic Center, 12000 Davisburg Rd., Davisburg, MI 48350

Attendance:

Commissioners Present

Frank Aiello
Dean Baker
Ruth Ann Hines
Roger Lamont
Bill Leddy
Laura Moreau
John Steckling

Commissioners Absent

none

Staff Present

Nancy Strole
Collin Walls

Consultants Present

Sally Elmiger

Approval of Agenda:

No changes were made to the agenda.

Public Comment:

Collin Walls introduced Brian Oppmann of Carlisle/Wortman Associates, who is working on the Capital Improvement Plan and who will be working more with Springfield Township in the future.

Consent Agenda:

- **Commissioner Steckling moved to approve the Consent Agenda as presented. Support by Commissioner Moreau. Vote on the motion: Yes: Aiello, Baker, Hines, Lamont, Leddy, Moreau, Steckling. No: none. Motion carried.**
- a) Approval of Minutes of April 21, 2008
- b) Approval of Minutes of May 1, 2008
- c) Communications: none

Public Hearing:

**Amendments to Zoning Map, Ordinance No. 26
P.I. #07-18-251-009, 12000 Davisburg Rd.**

Chair Lamont explained that the proposed changes are to rezone to Public Service the Civic Center building, parking lot and the general area in which the Civic Center facility is located, and to clean up the boundaries of the PS district for the building and parking lot. The remainder of the property between Davisburg Rd. and the CN railroad tracks is proposed to be rezoned to PR Parks and Recreation from RC Resource Conservation and PS Public Service.

Chair Lamont opened the Public Hearing at 7:35 p.m. Hearing no Public Comments, he closed the Public Hearing at 7:36 p.m.

Old Business:

1. Holly Greens Storage Site Plan Addition

Chair Lamont listed the items for which the Holly Greens Storage Site Plan site plan had been tabled. They were: the lack of an architectural break along the building's length; lighting detail; questions by the Township's Consulting Engineer regarding drainage; clarification of the handicapped spot; and the building's height.

Applicant John Steckling stated that they plan to add a window area and color band to the building and that the same trim would be added to the second phase of building construction, and this would break up the 100 foot length. The window material would let light through but would not be glass. The band color would be something that complements the existing tan color.

On sheet 3 of the site plan, the plan provides for 12 foot handicapped parking, and a fire lane will be designated.

Regarding drainage, John Steckling stated that Jim Scharl of Kieft Engineering ran the calculations and discussed the matter with the Township's Consulting Engineer, and he said that both agreed it would work.

The photometric plan has been revised to be more legible.

The building height is 21 feet, which is less than the maximum allowed height.

Chair Lamont stated that, based on the drainage calculations, the Township's Consulting Engineer stated he did not need to do a second review and is now satisfied.

Commissioner Baker noted that the architectural break for Phase 1 is simply a coloration aesthetic. The actual break is not achieved until Phase 2 construction. Commissioner Baker asked if there was a time table for Phase 2 construction. Mr. Steckling replied "no" but noted that he would have to ask for an extension of site plan approval if Phase 2 was not started within a specified time period.

Commissioner Moreau stated that, following up on Commissioner Baker's questions, it's her understanding, per Section 16.23 of the ordinance that for buildings over 100 feet long, there must be an architectural break in the length -- looking horizontally across the building. The color band will add some interest, but the building will look the same across its length. Until

Phase 2, the roof line will look exactly the same. She asked other Commissioners what their interpretation of the ordinance was and if they thought a change of color was sufficient.

Commissioner Aiello responded that he is also struggling with this issue. His interpretation is that there doesn't necessarily have to be a break in the length, but that it has to include at least two of the following characteristics: a building color change; a material texture change, and/or projections, recesses or windows along at least 20% of the facade. He thinks that the letter but perhaps not the intent of the ordinance is met.

Commissioner Moreau says she recognizes that Phase 2 will add a significant impact.

Commissioner Lamont stated that the ordinance enables the Commission to interpret what is a significant architectural break and whether it fits harmoniously within the surrounding area and meets the ordinance. Commissioner Lamont noted that the proposal is for a 40 foot addition to an existing structure.

- **Moved by Commissioner Hines that the site plan date stamped received June 3, 2008 be approved as presented, including an extension of site plan approval for an additional year as provided in Section 18.07. Supported by Commissioner Aiello.**

Commissioner Baker stated that the facade break is his concern as well. If he had some sense of certainty that Phase 2 would follow Phase 1, he would be comfortable with the proposal. He is searching for a cost-effective idea that will assure compliance with the ordinance if Phase 2 does not happen.

Commissioner Hines noted that the Commission has not posed an alternative for the applicant.

In response to a question by Commissioner Leddy, the applicant stated that the addition was designed to be a separate unit.

Applicant Steckling said that he wrestled with the same concern but his architect was concerned about the additions resulting in a hodge podge of designs. He is fairly certain he will build the other addition.

Commissioner Aiello asked whether approval could be conditioned on all phases being built.

Supervisor Walls noted that the ordinance allows the Commission to allow modifications to the standards, under certain circumstances.

Commissioner Hines stated she thinks the proposal is appropriate and sufficient and that requiring something else would be a practical difficulty and that the proposal does not create a negative visual impact.

Commissioner Hines called the question.

**Yes: Hines, Lamont, Leddy, Moreau. No: Aiello, Baker. Abstain: Steckling.
Motion carried.**

2. Commercial Market Analysis, Master Plan Update

Planning Consultant Sally Elmiger explained that Dick Carlisle was ill and could not attend. She then recapped changes made to the Commercial Market Analysis draft of the Master Plan Update.

The Commercial Demand Analysis assesses the level of activity that can be supported by the Township's population. The acre demand numbers were also reviewed and revised and Carlisle is now confident that the 106 acre demand for 2035 based on increased number of households is an accurate calculation. On page 125, Tables 10-A and 10-B are included showing how acreage numbers were arrived at. Page 126 includes a new section regarding supply and demand, as well as data indicating available acreage along the Dixie Highway corridor.

The Comparative Commercial Categories is a revision of the previous draft and reflects Commissioners' comments and input regarding this section, indicating that the number of Springfield businesses is in line with similar communities.

The Regional Economic Influences section, on page 131, concludes that the two interchanges at I-75 are areas where the Township could consider broadening their commercial resources without impacting the community's core.

The Retail Trends section now includes observations resulting from the Commercial Market Analysis. Commissioners discussed potential changes in language to item 3 on page 134 of the draft and changing the order of the language, which Elmiger will incorporate in a revised draft.

Commissioner Aiello requested that the PUD site be included in the Commercial Market Analysis. On page 131, he suggested that the last sentence include qualified language to include dependence on careful planning.

Commissioner Leddy stated he is satisfied with the revised Commercial Market Analysis draft.

Commissioner Baker noted that, on page 125, reference to average household incomes are the same in both charts. He noted that only a portion of the Township is shown on the Commercially Zoned Parcels map and that the map should include a clarifying note.

Commissioner Steckling stated that language referencing the number of auto dealerships in the Township should be revised. Otherwise, he concurs with previous comments of Commissioners.

Commissioners Hines and Moreau had no additional comments regarding the Commercial Market Analysis.

Commissioner Lamont stated that, on page 123, the reference to comparison goods should be defined.

Commissioner Lamont recommended that, after incorporating the revisions discussed this evening for the Commercial Market Analysis, the Master Plan should be submitted to neighboring communities for review and comment. Other Commissioners agreed.

- **Moved by Lamont that the draft Master Plan reviewed and changed by the Planning Commission throughout 2008 be prepared and submitted to the Township Board for submittal to neighboring communities for review. Supported by Commissioner Aiello. Vote on the Motion: Yes: Aiello, Baker, Hines, Lamont, Leddy, Moreau, Steckling. No: none. Motion carried.**

New Business:

1. Amendments to Zoning Map, Ordinance No. 26: P.I. #07-18-251-009

Commissioner Lamont stated there were no comments at the Public Hearing regarding the proposal to amend the zoning map for this parcel.

- **Moved by Commissioner Hines that the Commission recommend that the Township-owned property located between Davisburg Rd. and the CN railroad tracks known as the Shiawassee Basin Preserve, Parcel I.D. 07-18-251-009, be rezoned to Parks and Recreation, except for the circular-shaped area encompassing the Springfield Township Library and General Offices to be rezoned to Public Service. Support by Steckling. Vote: Yes: Aiello, Baker, Hines, Lamont, Leddy, Moreau, Steckling. No: none. Motion carried.**

2. Adult Business Analysis Presentation

Using maps, Commissioner Baker briefed the Commission on potential siting of adult businesses if the Township's current ordinance provisions were applied and how the number of potential locations for adult businesses could be minimized if the distance from residential zoning and other defined uses was changed to 1000 feet, instead of 500 feet, and if the minimum distance between adult businesses was changed from 1000 feet to one-half mile (2,640 feet). Commissioner Baker stated that, if these changes were made, potential sites for adult businesses would then be limited to the East Holly Rd. area at I-75. Further, if one of those parcels were to be chosen for an adult business, the other area would become invalid, because it would be too close to the other business.

In response to a question from Commissioner Moreau, Commissioner Baker clarified that the boundaries for adult businesses are measured building-to-building. For residential zoning, the distance is the building to the edge of the residentially zoned area.

Commissioners thanked Commissioner Baker for his work and analysis and suggested that the information be provided to the Township Attorney for possible ordinance revisions.

3. Zoning Ordinance Amendments

a) Section 16.06 - Greenbelts:

Commissioner Steckling said that the Commission might want to consider, in some circumstances, allowing a portion of the road right-of-way to count toward a parcel's greenbelt requirement.

- **Commissioner Aiello moved to set for Public Hearing proposed amendment to Section 16.06 - Landscaping, Greenbelts and Buffers, and Screening. Support by Steckling. Vote on the Motion: Yes: Aiello, Baker, Hines, Lamont, Leddy, Moreau, Steckling. No: none. Motion carried.**

b) Section 18.07.4.b(7) - Amendments to Site Plan:

Commissioner Lamont said that the proposed amendment would allow minor changes to final approved site plans by a committee.

Commissioner Aiello questioned the proposed language for subpart g. and suggested that the subpart should be stricken. Supervisor Walls said that, if stricken, the ordinance needs to be changed to require it to come back to the Planning Commission for decisions such as changes in materials or paint colors. He said the proposed language is nearly verbatim from language already existing for a PUD.

Commissioner Steckling said the proposed language should remain. If the purpose is to allow minor changes, it would be a disaster to have to come back to the Planning Commission if something came up that was more suitable. Commissioner Leddy stated he would not want to see a project held up because of a minor change in materials. Commissioner Moreau noted that any changes of a higher quality would be determined by the committee, and the proposed committee would be composed of representatives of the Planning Commission and Township Board, who will determine what is appropriate for the Township.

Commissioner Aiello said that the proposed language would place the burden on the Planning Commission to specifically state that changes to materials could not be made by a committee, and that the Commission might not remember to stipulate that. Commissioner Moreau responded that if the Commission is faced with a situation where it feels that strongly that it can't entrust to the Commission and Township Board representatives to approve a change in materials, then she believes the Commission will remember.

Commissioner Aiello suggested that the Commission cease further discussion of subpart g., leave the language as proposed, and move on to other items. He said that he didn't think item k., relocation of trash disposal areas, or l., regarding internal re-arrangement of parking areas, should be within a committee's discretion. He stated such items could be a very material issue to a site plan.

Commissioner Steckling suggested, procedurally, that an applicant be allowed to present changes to the committee in the form of an addendum or a narrative rather being required to redraw blueprints.

Commissioner Baker does not think the proposed language changes result in the Commission jeopardizing their decision making capability by empowering the committee, and he is

comfortable with the committee being able to make minor changes to site plans as defined by the proposed language.

Commissioners Leddy said he is also comfortable with the proposed language.

Regarding subpart d., Supervisor Walls confirmed to Commissioner Lamont that the provision would not permit construction of a building within setbacks.

- **Moved by Commissioner Steckling that the proposed amendment to Section 18.07.4.b(7) be set for Public Hearing at the earliest convenient opportunity. Supported by Commissioner Leddy.**

Commissioner Hines asked if Commissioner Steckling meant as written. He said, as written because the Commission will have the opportunity to further modify it through the Public Hearing process.

Vote on the Motion: Yes: Baker, Hines, Lamont, Leddy, Moreau, Steckling. No: Aiello. Motion carried.

c) Amendments to Act 12 Public Acts of 2008:

- **Moved by Commissioner Steckling that the amendments to comply with Act 12 of Public Acts of 2008 be set for Public Hearing at the earliest possible convenience. Supported by Commissioner Lamont. Vote on the motion: Yes: Aiello, Baker, Hines, Lamont, Leddy, Moreau, Steckling. No: none. Motion carried.**

d) Conversion Condominium Review Process:

Supervisor Walls stated that this proposed amendment was drafted by Dick Carlisle in response to problems he has encountered in other communities, where apartments and multi-use buildings are being converted to condominiums without any site plan or municipal approval.

Commissioner Hines asked whether the proposed language was intended to replace Section 18.10.8, which seems to address that issue. Clerk Strole pointed out that paragraph 2 of the proposed language would give the Supervisor nearly unilateral authority to determine what are significant changes and then waive any of the requirements of Section 18.10 and 18.07 for changes that are not significant. She noted that Section 18.07 includes such important provisions as Criteria for Site Plan Review.

Sally Elmiger recommended that she convey the Commission's comments and concerns to Dick Carlisle for him to address and revise. Commission concurred with recommendation.

Commissioner Aiello asked the consultant to also look at the reference to Supervisor's designee, which he does not think is used in other parts of the ordinance. In paragraph 3, subpoint d. does not fit and suggested the language should be included in subpoint b.

e) **Sections 4.02 & 5.02**

- **Commissioner Steckling moved that amendments to Section 4.02 and 5.02 be presented for Public Hearing at the earliest possible date. Supported by Aiello. Vote on the motion: Yes: Aiello, Baker, Hines, Lamont, Leddy, Moreau, Steckling. No: none. Motion carried.**

Other Business:

1. Priority List

Chair Lamont stated that action has been taken on the Shiawassee Basin rezoning, setting public hearings for greenbelts, 18.07.4.b.(7), P.A 12, 4.02 and 5.02. Conversion Condominium Review Process has been referred back to Dick Carlisle, with Commission comments. Action was taken on: Master Plan Commercial Market Analysis with comments to Carlisle; Master Plan Phase 2 was sent to the Township Board. Dixie Highway Corridor is in process. Action taken on Adult Business Analysis. Capital Improvement Plan Update set for July meeting. Downtown Davisburg meeting set for July 9.

Chair Lamont commented that, with all the proposed ordinance updates and amendments, the Commission would not have a boring summer. Supervisor Walls said that any suggestions for additional zoning ordinance amendments should be submitted to him prior to his meeting with Dick Carlisle and Greg Need on June 26th. Clerk Strole stated that her office will do its best to process all these ordinance changes as expeditiously as possible, noting, however, that her office is also extremely busy with other responsibilities, such as election administration.

Public Comment: none

Adjournment: 10:15 p.m.

Nancy Strole, Acting Recording Secretary