

Springfield Township  
Planning Commission – Business Meeting  
Minutes July 15, 2013

Call to Order: Chairman Baker called the July 15, 2013 Business Meeting of the Springfield Township Planning Commission to order at 7:30 p.m. at the Springfield Township Civic Center, 12000 Davisburg Road, Davisburg, MI 48350.

Attendance:

Commissioners Present:

Dean Baker  
Ruth Ann Hines  
Dave Hopper  
Bill Leddy  
Kevin Sclesky  
Linda Whiting  
Neil Willson

Commissioners Absent

Staff Present

Collin Walls, Supervisor

Consultants Present

Doug Lewan, Planner  
Randy Ford, Engineer

Approval of Agenda:

**Commissioner Hines moved to approve the agenda as presented. Supported by Commissioner Willson. Voted yes: Baker, Hines, Hopper, Leddy, Sclesky, Whiting, Willson. Voted no: None. Absent: None. Motion Carried.**

Public Comment:     None

Consent Agenda:

**1. Minutes of the June 17, 2013 meeting**

Commissioner Willson suggested changing the word “scraping” to “scrapping” on page 2, paragraph 6. Commissioners agreed.

**Commissioner Hopper moved to approve the minutes of the June 17, 2013 meeting as amended. Seconded by Commissioner Leddy. Voted yes: Baker, Hines, Hopper, Leddy, Sclesky, Whiting, Willson. Voted no: None. Absent: None. Motion Carried.**

Public Hearing:     None

Old Business:

**1. Pathways Master Plan - approval**

**Commissioner Hopper moved to accept and adopt the “Springfield Township Pathway Master Plan” with a draft date of May 17, 2013. Seconded by Commissioner Whiting. Voted yes: Baker, Hines, Hopper, Leddy, Sclesky, Whiting, Willson. Voted no: None. Absent: None. Motion Carried.**

New Business:

**1. Mike Mills Concept Site Plan – Special Land Use  
Parcel ID #07-14-176-033, 9580 Dixie Highway**

Jeff VanCamp of Creekwood Architecture, introduced himself to the Board. He provided an over view of the project. The building is currently 5000 square feet and Mr. Mills would like to add 2700 square feet of space. Mr. Mills wants to use the existing building section for an office for his mechanical and plumbing business with the addition of a carryout restaurant and two small spaces of office space for lease.

Mr. Lewan summarized his review letter dated July 2, 2013 that was provided to the Commissioners and applicant. He stated that there are some issues that need to be addressed before final site plan. This is a project that has mixed use and is in the Dixie Overlay District. Because of the mixed use, the project is required to gain Special Land Use. If the Planning Commission grants approval for the Special Land Use, it then goes to the Township Board. There are seven Special Land Use standards in the zoning Ordinance and he provided commentary on how the project meets those standards in his review. This is contained in section 40-145, subsection 1 through 7. He believes that the project meets those standards and is recommending Special Land Use approval.

The front setback is not met by the existing building, it is 50 feet and the building is only 38 feet. A variance will be required through the Zoning Board of Appeals. A large portion of the site is going to be graded. At the Final Site Plan, they should show any natural vegetation that will be preserved. The southern driveway is proposed to be a shared driveway and they have no issue with that, however, at Final Site Plan there needs to be an agreement in place or close to being in place for shared driveway access. Another condition of approval would be a release from the Road Commission for the access points on the site. The number of parking spaces is fine. The applicant shows a loading space on the southern part of the site and this may work for some units, but the question is the loading for the restaurant and the applicant needs to clarify the loading for the restaurant site. The applicant needs to show the well location on the plans. Landscaping is not required until the Final site plan stage and there needs to be a site landscape calculation on the site plan with a detail dumpster screening. He suggested moving the dumpster to meet setback requirements. The photometric lighting plan and signage should be provided at final site plan. The floor plans and elevations were fine for concept. They prefer cement board for the exterior of the building, even though vinyl still conforms to Township ordinance. The Dixie Highway Overlay District standards need to be met for this project and these standards are summarized in the review document. The

architectural guidelines appear to be met. He suggested some additional window openings along Dixie Highway. The applicant also needs to provide more to the project narrative that addresses the Overlay District standards for final site plan. The biggest issue is the southern entrance access agreement and the other issues can be changed and added for final site plan. Mr. Lewan stated that they are recommending concept plan and special land use approval.

Mr. Ford summarized his June 27<sup>th</sup>, 2013 report. The soils information needs to be included on the plan and the plan needs to be sealed by the organization responsible. The applicant needs to provide written confirmation from Oakland County Health Department that the proposed septic plan is acceptable and they should include a copy of their review with final site plan. The mixed use will have a bearing on the criteria that the County will look at. The applicant needs to include well location. There are some utility easements on the property and the applicant is not intending to construct over those easements, but they need to provide evidence that the utility companies have no problem with the parking lot being on the easement. It is the applicant's responsibility to pursue this with the utility companies. There is some fill being depicted by the dumpster in the southeast corner. This fill is extending out onto the neighboring property and there should be an agreement in place approving this. They have provided a conceptual storm sewer layout; the detail should be provided at final. The detention basin needs to be sized for a 25 year storm event and they will need all dimensions to demonstrate that with the final site plan submittal. The other item that needs to address is how they are going to access the basin for maintenance because of the large drop off and grade. The Township needs to be provided with an access agreement for the south driveway. He suggested a shared access drive to the north. The Road Commission will not approve the approach as shown because it extends too far to the north. The right turn lane is appropriate, but they will have to provide submission proof to the Road Commission for final site plan.

Mr. Mills stated that he has not had any conversation with either the north or south property owner.

Mr. VanCamp replied that they will be exploring both sides to work out something.

Mr. Sclesky asked if relocating the dumpster would take care of the grading issue.

Mr. Ford replied that it could.

Mr. VanCamp stated that the grading will be part of the shared drive agreement.

Mr. VanCamp replied that this area has changed because some fill was brought in and dumped in this area.

Commissioner Baker stated that in order to proceed with this, the applicant needs to get approval for a Special Land Use. The Planning Commission will offer an opinion on this to the Township Board who will hold a hearing. Also, the concept plan is receiving

feedback from the Planning Commission. However, without Special Land Use, the applicant will not want to go further with final site plan.

Commissioner Hopper stated that the plan can meet the standards set forth in the ordinance. He prefers the planned development option which permits the mixed use. This is ready to be passed on to the Township Board. He believes the items can be dealt with for final site plan. He questioned the loading addressing the needs of the one tenant; how will they address the loading for the restaurant.

Mr. VanCamp replied that the pizza restaurant will receive deliveries during the night or in the early morning prior to opening.

Commissioner Hopper asked about leads on the other lease space.

Mr. Mills replied that the north space would be occupied by him also.

Commissioner Hopper asked about relocating the dumpster 15 feet to the north.

Mr. VanCamp replied that this is feasible; they will look at it.

Mr. Mills stated that there is no vehicle storage on site; this is an office and general storage.

Commissioner Hopper stated that the communication with the south property owner would be critical for access. He stated that they would have to have the agreements when they come to final site plan. He asked if they would be amenable to shared access to the north too.

Mr. VanCamp replied yes.

Commissioner Hopper asked Mr. VanCamp if he understood the two architectural details suggested by the Planner.

Mr. VanCamp replied that they had looked at adding more windows and the different type of siding; they are open to that.

Commissioner Hopper asked how they were planning on getting down to the pond.

Mr. VanCamp stated that they were still looking at this; they may have to go with an underground system under the parking lot because the existing grade is so severe.

Commissioner Hines stated that she would recommend moving forward on the Special Land Use.

Chairperson Baker reviewed the seven criteria in the ordinance. Because the applicant may need a variance, this does not mean that they cannot move forward with approval of

the Special Land Use. The approval can be conditioned upon approval of all necessary variances. He stated that he would recommend sending this to the Township Board and then they can complete the concept plan discussion.

**Commissioner Hopper moved to recommend to the Township Board Special Land Use approval for Mike Mills, Mike Mills Mechanical, as the proposal meets the intent of Section 40-145, subsection one through seven of the Zoning Ordinance, specifically:**

- 1.) We believe that the proposal will be in harmony and appropriate with the orderly development of the district where it is situated**
- 2.) We believe the vehicular traffic and pedestrian use of the site will not be hazardous or inconvenient to the neighborhood**
- 3.) With the exception of the front yard setback we find that the bulk density requirements for this project can be met**
- 4.) The project appears to adequately be serviced by public utilities and services**
- 5.) The project can provide for protection of the natural environment**
- 6.) We find the proposed mixed use retail/office/warehouse site to be compatible with this part of Dixie Highway and in conformance with the Master Plan**
- 7.) The Planning Commission finds that these standards can be addressed to their satisfaction. Further, the approval will allow the proposal to proceed under the Planned Development option of the Dixie Highway Overlay District.**

**Seconded by Commissioner Leddy. Voted yes: Baker, Hines, Hopper, Leddy, Sclesky, Whiting, Willson. Voted no: None. Absent: None. Motion Carried.**

**Commissioner Hines MOVED to approve the Concept Plan presented contingent on the items addressed in the memo from the planning consultant dated July 2, 2013 and the Township Engineer dated June 27, 2013. Seconded by Commissioner Willson. Voted yes: Baker, Hines, Hopper, Leddy, Sclesky, Whiting, Willson. Voted no: None. Absent: None. Motion Carried.**

## **2. Sign Preference Presentation**

Mr. Doug Lewan, CWA Planner, engaged the Planning Commission in an interactive sign presentation whereby he presented pictures of various signs and the Commissioners filled out a response sheet rating each sign either positively or negatively. Mr. Lewan explained that he would use these response sheets to generate data that would give him a clearer picture of the Commission's sign preferences. This information will aid him in rewriting and amending the sign ordinance for future consideration.

### Other Business:

## **1. Priority Task List**

Commissioners reviewed and made updates and revisions to the current Priority List including adding the Sign Ordinance review to the document.

Public Comment:      None

Adjournment:

**Commissioner Hines moved to adjourn the meeting at 9:10 PM. Supported by Commissioner Hopper. Voted yes: Baker, Hines, Hopper, Leddy, Sclesky, Whiting, Willson. Voted no: None. Absent: None. Motion Carried.**

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Erin A. Mattice, Recording Secretary