

Springfield Township
Planning Commission – Business Meeting
Minutes January 17, 2011

Call to Order: Chairman Commissioner Steckling called the January 17, 2011 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:

Ruth Ann Hines
Bill Leddy
John Steckling
Beverly Shaver
Roger Lamont

Commissioners Absent:

Dean Baker
Neil Willson

Staff Present

Mike Trout, Supervisor
Greg Kazmierski, Ordinance Officer

Consultants Present

Brian Oppmann, Planner

Approval of Agenda: Approved without changes.

Public Comment: None.

Consent Agenda: Minutes of the December 20, 2010 meeting.

Commissioner Shaver moved to approve the minutes of the December 20, 2010 meeting as presented. Support by Commissioner Leddy. Voted yes: Leddy, Shaver, Hines, Steckling, Lamont. Voted no: None. Absent: Baker, Willson. Motion Carried.

Public Hearing: None.

Old Business:

1. Seasonal and Temporary Sales-discussion.

Mr. Oppmann stated that the changes that were originally made to the document were in red; subsequent changes for this month are bluish-purple. He stated that these changes were based on meeting with Supervisor Trout and going over his comments. He added special events into the language because it makes sense to expand it.

Chairperson Steckling asked if “Special Events” was defined in the Ordinance.

Mr. Oppmann stated that he didn't think there was a definition, but we could add one.

Chairperson Steckling stated that he was thinking about the car dealerships and the tent sales. Did this language cover this?

Supervisor Trout stated that there was a "Special Events Facility" definition in the Ordinance which he believes is referring to the mobile trailers that belong to the County and perhaps the Fairgrounds.

Commissioner Leddy stated that there was a definition of the special event in the same paragraph under special event facility.

Supervisor Trout stated that it was a good idea to either expand the existing definition or to have a separate definition so that it is clear.

Chairperson Steckling asked the Commissioners what types of things they would like included in this because he thinks a lot of the focus has been on the Dixie Highway Corridor and Downtown Davisburg as well. He stated that there are events in Downtown Davisburg that would be covered, Davisburg Days, etc. He asked if those were included.

Supervisor Trout stated that the Farmer's Market could be an example. He stated that he was thinking about the car dealerships and their promotional sales throughout the year.

Chairperson Steckling stated that he concurred, but he didn't know if there was anything else that the Commission needed to address.

Commissioner Shaver asked if they were making it too narrow if they start to define all events.

Commissioner Lamont concurred. He stated that he was thinking of calling it "special and promotional events" which would cover the car dealership or if it were another event unrelated to an existing business.

Chairperson Steckling stated that they could give examples: include the following, but not limited to. He stated that this would give a feel for what they were talking about. He stated that they could probably predict 90% of what they would encounter, but it could then be left open ended.

Supervisor Trout stated that it should include, for example, special golf outings given by a golf course. He stated that he wanted to change the language to make it more inclusive; he stated that just temporary sales was exclusive.

Commissioner Lamont concurred. He stated that with the wording changes, they should not limit themselves to naming events. They should possibly give examples, but not limited to certain events.

Supervisor Trout stated that in the application we could give ideas of what the event could be.

Commissioner Leddy stated that they would need to associate this with the Article 10, section F, which also refers to outdoor display of materials. He stated that this was included in the packet.

Supervisor Trout stated that we included this because we wanted to clarify that in the C-2 General Business District, we do allow the storage and display of things. He stated that this was a separate issue.

Commissioner Hines asked if this applied to Kroger.

Supervisor Trout stated yes, and also some of the party stores as well. He stated that the Ordinance Officer has been to Kroger to explain the provisions to them, and they have cleaned up the front area. He stated that this would also apply to Lowrie's and the salt business.

Commissioner Leddy stated that perhaps it should say to also refer to this section. He stated that if someone reads this, they might not realize that there was something else that they had to follow.

Supervisor Trout concurred.

Chairperson Steckling asked the Commissioners about their thoughts.

Commissioner Lamont questioned page 2, section F. It reads "sales may be approved by the Township," he stated that this should be changed to "must be approved by the Township," or "shall be", or "approved at the discretion of the Township". This is necessary so that the Township need not approve the structural integrity of a temporary stage, but we may want to approve a temporary structure depending on the size of it. He stated that the Township may want to approve larger temporary structures for emergency exits, or to insure there is a safe egress, etc. He stated that the options should be left open so that the Township can if they have to, or maybe not want to in the case of the Oakland County temporary stage.

Chairperson Steckling stated that they should change it to shall.

Commissioner Lamont stated that after this change, he is ready to go with the changes.

Commissioner Hines stated that she approves.

Commissioner Shaver stated that she agrees with the changes and she approves the amendment and believes it is covered well.

Commissioner Steckling stated that the Commission was going to group several amendments together for a public hearing. The next step would be a public hearing since it is a zoning ordinance amendment. He stated that there is another change to consider. He stated that the sign ordinance probably will not be ready soon, so we can hold off the rest of the amendments, or the Commission can go ahead.

Mr. Oppmann stated that they have the other amendment that was made last month, administrative site plan approval amendment. He stated that they should at least get these three amendments moving and then move along with signage.

Chairperson Steckling made a motion to set a notice for public hearing for the amendment, section 16.24, Seasonal and Temporary Display of Products or Materials Intended for Sale and Special Events as presented including the changes discussed at this meeting, in conjunction with the other two site plan amendments that they are working on at the next earliest convenient time. Supported by Commissioner Lamont. Voted yes: Leddy, Shaver, Hines, Steckling, Lamont. Voted no: None. Absent: Baker, Willson. Motion Carried.

2. Site plan administrative review-discussion.

Chairperson Steckling stated that the purpose of this amendment was to allow a site plan that has lapsed past the approval date to be extended and the language to permit this has been drafted by Mr. Oppmann and included in the packets.

Commissioner Hines stated that she approves. She stated that it gives them the opportunity to grant for good cause without making them start all over. She stated that she likes the fact that multiple extensions are allowed.

Commissioner Shaver stated that the authority has been given to the Supervisor and since he sits in on every Planning Commission meeting, he is well aware of what is envisioned for the plan. She approved the amendments as presented.

Commissioner Leddy and Lamont concurred.

Chairperson Steckling stated that it says the applicant has to apply for it every year. He wondered if there was going to be notice provided by the Township to inform the applicant that they are approaching the time limit.

Supervisor Trout stated that they were prepared to provide notice as necessary. He stated that were are keeping track of the site plans that are open and we are aware of the ones that will need to come back. He stated that it not a problem.

Chairperson Steckling stated that this is also an Ordinance amendment that needs to have a public hearing which is then sent to the Township Board with whatever changes that are made.

Commissioner Leddy made a motion to include the Amendment Section 18.07.4.b.(6) in the notice for Public Hearing along with the other two amendments that are being considered at the next earliest convenient time. Supported by Commissioner Shaver. Voted yes: Leddy, Shaver, Hines, Steckling, Lamont. Voted no: None. Absent: Baker, Willson. Motion Carried.

Supervisor Trout stated that he will provide a list of open and pending site plans at the next month's meeting so the Commissioners would have this information available for the Public Hearing.

New Business:

1. None.

Other Business:

1. Priority Task List/CIP-discussion.

Chairperson Steckling stated that the site plan amendments and the sign provisions are being worked on. He stated that there is a survey that will be sent out to the Dixie Highway businesses asking them to further consider changes to the sign ordinance in accordance with the meeting two months ago in which we asked for business input. He stated that the purpose was to try and get input from them and it gives us a better opportunity to make decisions that affect them. He stated that at the next meeting, we should have some documentation regarding the sign ordinance so that they can start working on it again.

Supervisor Trout stated that we have the survey draft available and we can send this out to all of the Commissioners to view for comments and suggestions. He stated that he would like each business to be visited by the Ordinance officer, himself, or John Steckling to verify that they received the survey and urge them to provide comments.

Diana Walls asked if they could include the Downtown Davisburg owners in the survey group.

Supervisor Trout stated that he would like to; some of the provisions will not apply, but maybe we could give a copy to the Davisburg Action Committee and they could provide feedback.

Chairperson Steckling stated that it was an open-ended questionnaire that could work for the Downtown businesses as well.

Commissioner Leddy stated that they are not allowing the rest of the community to have feedback.

Chairperson Steckling stated that this is the Planning Commission's job. He stated this is also done through a public hearing. He stated that the survey is just gathering input. He stated that they will represent the community and will have public hearings before anything is changed so there is ample opportunity for people to respond.

Supervisor Trout stated that they had also discussed sending it out to the industrial businesses on Terex and Enterprise Drive.

Commissioner Shaver asked how many industrial parcels there were.

Supervisor Trout stated that there are approximately fifty businesses on Dixie, twenty-five in the industrial parks and a half dozen downtown. He stated that we will have the survey on our website. As to the next item, Supervisor Trout stated that the safety paths are on hold. The plan is clear and it should stay on the priority list because it is important. He stated that we are looking to partner with Oakland County parks because pathways are a high priority on their list too.

Chairperson Steckling stated that the site plan amendments are progressing. He asked about the Downtown Lumberyard.

Supervisor Trout stated that there is an Action Committee meeting on January 27th, so hopefully they will provide us information on the proposed sewer project.

Commissioner Hines stated that she is planning on attending this meeting.

Chairperson Steckling stated that they should take off the Dixie Corridor Study.

Supervisor Trout stated that he is hoping to have the final engineering design on the Dixie-Davisburg intersection plan. He stated that the Township applied for a tree grant to facilitate the corner improvements.

Chairperson Steckling stated that the Transient and Seasonal display is what they dealt with at this meeting; they just got rid of the word transient.

Supervisor Trout stated they should update the capital improvement plan. He stated that it is a good idea so that they all have an idea as to where they are headed. He stated that he would like the Commission's input and he should bring it back next month. He stated that Mr. Carlisle is looking again at our fee ordinance to see if changes should be made. He stated that this will be approved by resolution in the future so that it is easier to make changes.

Chairperson Steckling stated that they had talked about streamlining the steps to Site plan approval.

Supervisor Trout stated that his office is working on a revised step by step guide for site plan approval process that is easy to follow. He stated that applicants will then be well aware of what is required. He stated that is very disjointed and hard to follow in the current Ordinance. He stated that the material is available on our website, but we are trying to condense it, streamline it and make it more user friendly. He stated that this is for everyone's benefit.

Chairperson Steckling stated that in the concept review, we seem to go way overboard on the requirements, engineering review and drawings etc.

Supervisor Trout stated that there is a provision that the drawing must be stamped by an architect at the concept review level. He stated that concept review should be the first step to get feedback on where you need to go.

Public Comment: None

Adjournment:

Commissioner Hines made a motion to adjourn the meeting at 7:58 pm. Supported by Commissioner Lamont. Voted yes: Leddy, Shaver, Hines, Steckling, Lamont. Voted no: None. Absent: Willson, Baker. Motion Carried.

Erin Mattice, Recording Secretary