

Springfield Township
Planning Commission Meeting
Minutes May 21, 2019

Call to Order: Vice-Chairperson Hines called the May 21, 2019 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

Dave Hopper

George Mansour

Jason Pliska

Terry Rusnell

Kevin Sclesky

Commissioners Absent

Dean Baker

Consultants Present

Doug Lewan, Carlisle Wortman, Associates

Randy Ford, Hubble, Roth and Clark

Staff Present

Collin Walls, Supervisor

Laura Moreau, Clerk

Erin Mattice, Planning Administrator

Approval of Agenda:

Commissioner Hopper moved to approve the agenda as presented. Supported by Commissioner Sclesky. Vote: Voted yes: Hines, Hopper, Mansour, Pliska, Rusnell, Sclesky. Voted no: None. Absent: Baker. Motion Carried.

Public Comment:

None

Consent Agenda:

1. Minutes of the April 16, 2019 meeting

Commissioner Sclesky moved to approve the minutes of the March 19, 2019 meeting as presented. Supported by Commissioner Hopper. Vote: Voted yes: Hines, Hopper, Mansour, Pliska, Rusnell, Sclesky. Voted no: None. Absent: Baker. Motion Carried.

Public Hearing:
None

New Business:

**1. Final Site Plan – Shepherd’s Hollow Golf Club – Banquet Room Addition
9085 Big Lake Road, Parcel #07-24-351-005.**

David Younker introduced himself to the Commission. He provided an overview of the proposed project.

Mr. Doug Lewan provided a summary of his review letter dated May 3, 2019. The Commission is being asked to review the need for the 73 land banked parking spaces. He reiterated that detailed engineering review will take place after the Planning Commission meeting and approval. This plan will also have to go to the Township Board for approval since it is a Special Land Use. The Planning Commission will also have to review and offer opinion on the consideration to use existing landscaping along Big Lake Road for screening since it is a non-residential use next to the residential use. The applicant is also asking for a waiver from the Planning Commission for internal parking lot landscaping which would allow the applicant to landscape around the edges instead. Applicant provided additional signage information at the Staff Review Meeting in which they indicated that they are simply going to reface the existing sign along Big Lake Road and possibly add directional signage along the drive. He provided a summary of items that should be addressed located on page 6 and 7. Planning Commission can address #3 which is the buffer screening and the internal parking lot landscaping.

Mr. Randy Ford provided a summary of his review letter dated April 30, 2019. All site runoff will be directed through an existing storm sewer that runs northerly to a large pond on the site. The numbers were on the plan and the numbers will need to be substantiated for the detailed engineering review. The applicant is proposing a 7 to 8-foot-tall retaining wall built along the terrace on the westerly side which Mr. Ford feels is appropriate. Mr. Ford stated that applicant provided comment on their activities and the lack of interference with activities at the Columbiere Center. The traffic volumes will not interfere with each other. The level of service will still be a Level A even with the additional trips. The applicant met with the Fire Department to make sure that they had adequate access around the building. It is proposed to be 10 foot and the Fire Department has asked that they maintain a 12-foot width so the applicant will have to do some clearing to meet this requirement. There is an additional cart path that extends out to Big Lake Road. At the time of engineering plan review, Mr. Forst indicated that the applicant should provide detail on the clear width and a pavement section so that they can make sure it will support the weight of a fire truck. There is initial communication with the Oakland County Health Division regarding septic system. There is not a final resolution in terms of design and any approval that the Commission gives will be contingent on the applicant satisfying the Health Division regarding the septic system design. The applicant will use the existing water well that is on the site. There is a proposed 1.5-inch diameter

water service that they will extend over to the new banquet facility. He indicated that at final engineering review, he will need more information on the well and its capacity.

Mr. Younker confirmed that their intent is to repair and reface the existing entry sign. They have existing directional signs on the golf course and they still need to decide if the directional signs will match the signs on the golf course, or if they will match the sign at the entryway. Either way, they will be the same size as the existing signs. He included photographs of the screening between their property and the residence. There is a stand of trees in this area which they feel provides adequate screening. He pointed out the trees located in the proposed parking lot. He explained that they laid the parking lot out as they did because this allowed them to preserve as many high quality trees as possible. Because there are so many deciduous trees, they feel that any additional screening is not necessary. The applicant is in conversation with the Health Division because if they were to follow the exact fixture requirements by code, the field would be enormous and would be much more than they need. The Health Division is allowing them to gather attendance information from three comparable businesses regarding water and sewer usage. They are in the process of examining that data and looking at it in reference to the proposed need to put together a reasonably sized septic field. Once they do, they can go back to the Health Division and have a discussion.

Commissioner Mansour asked what were the other businesses being used for comparison.

Mr. Younker answered Cherry Creek Golf Club, Boulder Point and Oakhurst.

Commissioner Mansour asked why the traffic study doesn't anticipate anyone traveling left onto Big Lake Road from the facility.

Mr. Younker replied that most of the traffic is going out to Dixie Highway and getting on I-75.

Lyle Winn, Anderson, Epstein and Westrick, Engineer, summarized the traffic study information for the site.

Commissioner Mansour asked about the lounge contiguous to the women's bathroom.

Mr. Younker confirmed that you have to go through the women's restroom to get to the bride's lounge.

Commissioner Hopper asked about the construction schedule.

Mr. Younker stated that assuming they are successful tonight and at the Board meeting, they would like to do their engineering review right after that and would like to break ground by the end of June. The target will be to be closed in before winter.

Commissioner Hopper asked how bright the building is going to be when it is lit up for an event at night.

Mr. Younker stated that they brought a lighting person on staff and he provided a sample lighting ordinance provided by Dark Sky. All the lighting inside and outside will be glare free and if the neighbors look at the site at night, they will see a soft glow through the trees but no glare or direct view of the light sources.

Commissioner Hopper thanked them for the detailed traffic study. He concurs with the review of the traffic.

Commissioner Sclesky thanked the applicant for the well-done narrative. He stated that he drives down Big Lake Road frequently and it is hard to tell that there is a clubhouse there because it cannot be seen from the road. There is substantial screening with the existing vegetation and he agrees with using the existing screening as the applicant has indicated. He agrees that the internal parking lot landscape is not necessary.

Commissioner Rusnell concurred regarding the existing screening and the internal parking lot landscaping.

Commissioner Pliska agreed regarding the screening and the parking.

Vice-Chairperson Hines stated that she also thinks there is adequate screening and she is not in favor of the internal parking islands for landscaping. She reiterated the applicant's intent to repair the face of the existing sign. Other concerns will be addressed at the final Engineering review.

Mr. Lewan stated that the Planning Commission has the ability to waive the screening requirement along Big Lake Road. He suggested that the Commission also has the ability to require additional buffer after construction to make sure the neighbors are being properly protected.

Vice-Chairperson Hines indicated that she would be in favor of this.

Commissioner Sclesky indicated that he would also agree with this.

Commissioner Hopper moved to recommend Final Site Plan approval to the Township Board for Shepherd's Hollow for the construction of a new banquet hall facility as presented on plans dated 4-12-19 for 9085 Big Lake Road, property ID #07-25-100-005 and #07-24-351-005, finding that this proposal received Special Land Use in front of the Township Board on August 9, 2018 and:

- **The proposal as submitted addresses Springfield Township Code of Ordinances Section 40-623**
- **The provided traffic study demonstrates that this proposal will have minimal impact on traffic in the area**
- **Sufficient natural vegetation is present to provide an effective screen addressing Springfield Township Code of Ordinances Section 40-721. If**

natural existing screening is not found after construction, the applicant must address Section 40-721 screening 180 days after project completion

- **Sufficient existing trees remain to meet the required parking lot landscaping requirement**
- **Final details on signage to be reviewed by the Township Planner and Planning Coordinator**
- **Applicant will provide Oakland County Health reviews and address Township Engineer's comments at Final Engineering Review**

Supported by Commissioner Pliska. Vote: Voted yes: Hines, Hopper, Mansour, Pliska, Rusnell, Sclesky. Voted no: None. Absent: Baker. Motion Carried.

2. Final Site Plan – Springfield Pointe, Laurencelle Properties, 9741 Dixie Highway, .99 acres, C-2 Zoning, Parcel #07-14-101-025.

Greg Penzel, Laurencelle Properties, introduced Marsha Horning, Jeffrey Scott Architects, and Patrick Cleary, Boss Engineering, to the Commissioners. He introduced the project to the Commissioners.

Mr. Doug Lewan summarized his review letter dated May 7, 2019. He noted that the Zoning Board of Appeals granted a variance regarding parking location. The applicant is required to provide 56 parking spaces and they are providing 50 spaces. He noted that there is a reciprocal parking agreement and it was provided, so this issue has been addressed but still needs the Planning Commission to address the waiver required. The applicant is asking for the Planning Commission to accept the existing landscaping to help meet the landscaping requirement because landscaping around the site is difficult. The applicant provided dumpster information saying that the dumpster enclosure would be similar materials to the building. There is a certain type of pedestrian lighting accepted in the Dixie Highway Design Guidelines and the applicant is proposing these decorative acorn fixtures. To make them downward directing, the applicant will have to install a reflector inside the light and applicant addressed this in the narrative. The applicant revised the signage and now meets ordinance standards in area and height. The Design Guidelines encourage the face to be dark and the letters be lighter. The response letter from the applicant indicated that they would do this. The applicant has taken elements from the Dixie Highway Design Guidelines and incorporated them into the plan. He asked the applicant to provide details as to how the architecture of this project is meeting the Dixie Highway Design Guidelines. This building has its primary entrance facing Dixie Highway, but the Planning Commission has the ability to allow this waiver which is against the Dixie Highway Design Guidelines. The building orientation is not conducive to side entrances, so the Planning Commission will have to take this into consideration. The applicant is providing several site amenities including benches and sidewalk connections. The Planning Commission should determine if these are adequate.

Mr. Randy Ford summarized his review letter dated April 30, 2019. The applicant should provide information regarding the sizing of the system for the wastewater treatment. This information can be supplied during the Engineering Review which now takes place after

site plan approval. Both potable and fire protection water lines are available on the site. The hydrant coverage is on the plan. There is a regional storm water facility in the back of the site area and the pipes are sized to accommodate the out lot. The applicant provided turning radius on the plan which is now sized for a more reasonable truck. The applicant also made some accommodation in site design to improve site access which is an improvement over the conceptual site plan. The applicant also provided trip generation information on the site plan which showed that a traffic impact study is not warranted. There is a loop in the pavement that can detect the number of trips on this site and there is an ability to adjust the signal timing to allow more green time if it is needed. This is a regional issue with the shopping center and not created by the applicant.

Vice-chairperson Hines asked who detects the traffic issue and changes the timing.

Mr. Ford replied that the loop would do it automatically, but if it was still backing up, RCOC ultimately controls the signal timing.

Commissioner Pliska asked the applicant about the white sign panels depicted on the site plan and will they be lit.

Mr. Penzel replied no; they would be off until the tenant is there.

Ms. Horning replied that when the tenant moves in, they would urge them to follow the guidelines.

Mr. Penzel added that they do not like gaudy signage and will try to make everything uniform.

Vice-chairperson Hines asked what the other tenants were going to be.

Mr. Penzel answered that they have only one tenant so far.

Commissioner Sclesky stated that he is satisfied with the number of parking spaces provided because of the reciprocal parking agreement.

Mr. Penzel replied that employees will be encouraged to park in the off-site spots covered by the reciprocal agreement.

Commissioner Pliska agreed with Commission Sclesky regarding the parking. The majority of the Dunkin' Donuts will be drive-through traffic.

Ms. Horning commented that Dunkin' Donuts peak times are from 7:00 am to 9:00 am and this is 50% of their business.

Commissioner Sclesky stated that the applicant has proposed nice landscaping and with the minimum of parking area around the building, there is not a lot of room to put internal landscaping islands in. He supports a waiver for the internal parking lot landscaping. He

stated that the plan is in compliance with what the Township is trying to achieve along Dixie Highway. He is in support of a waiver for front entrances and accepting the amenities that are in the plan. He added that the split rail fence is proposed on the site. He is in support of all of the waivers that are being asked for by the applicant.

Commissioner Pliska stated that the entrance of the building and the front elevation is most aesthetically pleasing.

Ms. Horning replied that the prairie style that is supported in the Dixie Highway Design Guidelines is the building style that they were trying to achieve. She explained the design elements.

Commissioner Pliska commented that the building style also compliments the General RV building which was the first building to implement the Dixie Highway Design Guidelines.

Commissioner Sclesky asked what the timeline is for this project.

Mr. Penzel answered that if they get approval tonight, they are looking to start as soon as possible because they want a tenant in by the end of the year.

Commissioner Hopper stated that the pedestrian lights are called out on the plan as 5,000 K and he suggested that they be reduced to 3,000 K so that they match the other parking lot lights.

Mr. Penzel replied that yes, they will match the color temperature of the lights.

Commissioner Hopper agree with the parking lot landscaping waiver requested. The applicant met the requirements of screening headlights.

Vice-chairperson Hines asked why they were using concrete and striped for the pedestrian walkway and not proposing brick pavers.

Mr. Penzel replied that with the traffic going through the area, brick pavers are not ideal because of the weight.

Vice-chairperson Hines agrees with the waiver requested for the parking spaces because of the reciprocal parking agreement. She doesn't think they need to require internal parking lot landscaping. The Dixie Highway Design Guidelines are met with this plan. She also agrees with the waiver for the front entrance rather than the side entry. The applicant has adequately addressed the site amenities required.

Commissioner Mansour concurred with Commissioner comment. He has some concerns about access around the facility because it shows the vehicle coming up on the curb slightly. He is concerned about how that flow will happen in real life. Also, both the

sewer and water tap in are located right in the middle of the intersecting driveways. He asked how they were going to make the accommodations during the tap in procedure.

Mr. Penzel replied that they will try to do the tap in during off-hours if possible. They could also use a person directing traffic while they are doing the connection. The connection won't take a long period of time but they will try to eliminate the inconvenience as much as possible. The turning radius programs simulate the trucks going through the site. However, in real life, an actual truck can go around things much easier than what the program shows.

Commissioners discussed the access around the site for trucks and came to the conclusion that it will not be an issue.

Commissioner Hopper moved to grant Final Site Plan Approval to Laurencelle Properties for Springfield Town Square, Parcel #1, Plan Date Revised 4-29-19, subject to:

- **A variance was obtained from the Zoning Board of Appeals to allow the 31 spaces in lieu of the 24 in the front yard**
- **A variance was obtained from the Zoning Board of Appeals to allow a 25 foot front setback in lieu of 35 feet**
- **The applicant has provided a Shared Parking Agreement with neighboring properties which demonstrates that the proposal will meet the required parking lot spaces and utilizing 6 spaces to be shared in the adjacent lot**
- **To allow the proposed alternative plan for parking lot landscaping**
- **Due to the projected traffic counts as provided by the applicant, the proposal does not meet the threshold to require a complete impact study**
- **The Planning Commission recommends the side-entrance requirement of the Dixie Highway Overlay District be waived**
- **The proposed amenities meet the requirements of the Dixie Highway Overlay District**
- **The building as designed meets the requirement of the Dixie Highway Overlay District as it combines both Craftsman and Prairie-style architecture**
- **Applicant will adjust the acorn lights to 3000 K to match the parking lot lights**

Supported by Commissioner Sclesky. Vote: Voted yes: Hines, Hopper, Mansour, Pliska, Rusnell, Sclesky. Voted no: None. Absent: Baker. Motion Carried.

Old Business:

1. Ordinance Amendment – Section 40-2 – Definitions – Restaurant

Mr. Lewan summarized the most recent amendments to Section 40-2 and the addition of Section 40-651 that were presented.
Commissioners discussed the ordinance amendments.

Commissioner Mansour moved to set a Public Hearing at the next available date for ordinance amendments to Section 40-2, Definitions, and for the addition of Section 40-651, Food Truck Regulations with the intention of Carlisle Wortman Associates to add that this will be permitted in all non-residential zoning districts and food trucks can travel between multiple job sites as long as the truck is not parked any longer than 15 minutes at any one location. Supported by Commissioner Pliska. Vote: Voted yes: Hines, Hopper, Mansour, Pliska, Rusnell, Sclesky. Voted no: None. Absent: Baker. Motion Carried.

2. Ordinance Amendment – Section 40-628 and 40-681 Automobile Filling and Service Stations – Discussion

Vice-chairperson Hines confirmed that the Planning Commission held a Public Hearing on this and sent it to the Township Board. The Township Board reviewed it at the May 2019 Board meeting and sent it back to the Planning Commission for some clarification. She stated that they received a memo from Supervisor Walls regarding this.

Commissioner Hopper summarized the questions that the Township Board had with the current draft.

Commissioners, Mr. Lewan and Supervisor Walls discussed the proposed ordinance amendments to Section 40-628 and 40-681. Commissioners concluded that in Section 40-628(4), they did not want to increase the setback distance of 25 feet, but wanted to reference the current ordinance landscape buffer requirements so that the Planning Commission could require up to 30 feet and could also require a solid wall where additional noise protection or screening is needed. Commissioners agreed to confine “outside sales area” to within 5 feet of the building and to not allow it to obstruct pedestrian accessibility. The Commission also agreed with deleting reference to specific material being displayed and rather just call out the “outside sales area.” The Commission also agreed to allow only one display rack and to limit the display to one per each “row” of pump islands. Commissioners agreed to removing “to its driveways” and adding “lots and existing buildings” to Section 40-628(2) and turning movements should be corrected to say “to and from”. Commissioners agreed to add tow-truck “that is accessory to the subject use” to Section 40-628(11). Commissioners agreed to add “automobile wash” doors to service bay doors that must face away from residentially used or zoned land in Section 40-628(6) which will address the Commission’s concern about noise generated by an auto wash.

Other Business:

1. Priority Task List

Commissioners reviewed and suggested changes to the Priority Task List.

Public Comment:

None

Adjournment:

Commissioner Pliska moved to adjourn the meeting at 10:19 p.m. Supported by Commissioner Rusnell. Vote: Voted yes: Hines, Hopper, Mansour, Pliska, Rusnell, Sclesky. Voted no: None. Absent: Baker. Motion Carried.

Erin A. Mattice, Recording Secretary