

Minutes of
PLANNING COMMISSION
REGULAR MEETING
October 25, 2022



Call to Order: Chairperson Baker called the October 25, 2022, Regular Meeting of the Springfield Township Planning Commission to order at 7:00 p.m. at the Springfield Township Civic Center, 12000 Davisburg Rd., Davisburg, MI 48350.

Commissioners

in Attendance: Dean Baker, Chair
Jamie Costigan
Ruth Ann Hines
Dave Hopper
George Mansour
Chris Moore
Kevin Sclesky

Consultants Present:

Julia Upfal, Giffels Webster
Stephanie Osborn, Giffels Webster
Mike Smith, AEW

Staff Present:

Laura Moreau, Supervisor
Joan Rusch, Planning Administrator

Approval of Agenda:

Commissioner Hines moved to proceed with the agenda as presented. Supported by Commissioner Sclesky. Vote: Yes: Baker, Costigan, Hines, Hopper, Mansour, Moore, Sclesky. No: None. Motion approved.

Public Comment: None

Approval of Consent Agenda:

Commissioner Hopper moved to approve the consent agenda as presented. Supported by Commissioner Hines. Vote: Yes: Baker, Costigan, Hines, Hopper, Mansour, Moore, Sclesky. No: None. Motion approved.

a) Approve minutes: September 27, 2022, Regular Meeting

New Business:

1. Final Site Plan Review – Automation and Modular Components, Building Addition, 10301 Enterprise Drive, P.I. # 07-03-452-007

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Pat McWilliams, project engineer, Kieft Engineering, introduced Dick Shore, owner, and Jay Noonan, architect, who were also present. Mr. McWilliams explained that the proposed plan was to add 13,120 square feet to the building and to expand the parking lot. Improvements will be made to the storm sewer. The expansion of the parking lot will allow improvements to the existing parking spaces. A parking lot waiver is being requested. Currently, there are 132 spaces and 16 or 17 of the spaces are not compliant. With the improvement of the parking lot there would be 146 spaces. There will be parking and landscaping improvements and a pathway easement will be granted for a future pathway on Dixie.

Ms. Upfal reviewed her comments on the final site plan. The plan meets the standards of the M-1 District and the dimensional requirements are compliant. The proposed building height is 40 feet which meets the existing building height but is nonconforming. Since the proposed addition does not increase the nonconformity, this addition can be considered by the Planning Commission for the expansion. For landscaping, the Planning Commission should consider a waiver to allow plantings along the parking lot perimeter rather than in landscape islands. There were some minor revisions that needed to be fixed on the landscaping chart. There are ten parking spaces that are to be screened to be consistent with the landscaping requirements. The applicant has proposed 13 juniper shrubs since the previous site plan revision. The Planning Commission should look at this further to determine if this meets the screening requirements. To be compliant with the greenbelt standards, the applicant needed to show additional trees, and these have been provided, according to the response letter. For the screening of the trash receptacle, the applicant requested that because they have a privacy fence surrounding the site, they would prefer not to include an additional dumpster enclosure. The ordinance provides the Planning Commission opportunity to grant alternatives to screening for waste receptacle enclosures. In the packet the applicant did provide images of the screening fence at the site. With respect to the parking spaces, the applicant is requesting a waiver from the parking requirements, and it is up to the Planning Commission to decide to grant this. The applicant has provided updated photometrics. Ms. Upfal stated that she has not had a chance to review this yet, but it should be reviewed for compliance. There are two bi-directional methods of ingress and egress from the site. There were two curb cuts indicated on the previous site plan. On that plan the curb cuts were too close together. On this revised plan, the separation of the curb cuts has been reduced further. This dimension is below the required separation distance. However, given the nonconformity previously and the fact that traffic flow has been reviewed by the engineer, the Planning Commission can waive this requirement. The applicant has added wheel stops. The width of the parking spaces has been provided by the applicant. The applicant did provide a copy of the pathway easement for a future pathway on site. Several of these items are up for discussion for the Planning Commission and some of the items should be reviewed for compliance.

Mr. Smith reviewed his comments on the final site plan. The property description on the plan sheets has been corrected. Access to the site is off Enterprise Drive which is under the jurisdiction of the Road Commission for Oakland County. Improvements to the site access include removing and relocating the western driveway approach to improve access to the loading zone on the north side of the building. The eastern approach will remain as is. Truck turning movements are shown on the plans, and there will be no issues with trucks moving in and out of the site. RCOC will provide



a permit. Minor parking lot revisions are proposed and include adding 13 parking spaces, improving the parking configuration and driveway aisles, and adding five small parking lot islands. A concrete dumpster pad is proposed, but no screening or footing details have been provided and will need to be included in final engineering. The developer has indicated that the existing privacy fence will be used as the screening for the dumpster. Currently, an 8-inch concrete pad is being proposed. For this pad the wall and footings are not necessary. However, if a wall is built, the footings may conflict with the storm water drainage and the storm sewer would have to be relocated. Per the final site plan, there are four loading areas connecting to the building and one potential extra loading zone near the northwest corner of the site. The new loading areas are designated for single axle trucks only. Building Official and Fire Chief review comments were provided previously regarding the dumpster location and emergency access around the building. The applicant is requesting a pathway construction waiver. An easement has been provided and will be reviewed and recorded by AEW. The existing pavement drains into an existing storm sewer system. The system drains towards the northwest corner. Drainage flows down in an easement along the back side of the lots along Enterprise Drive and then down through a pipe that crosses the Road Commission property. Mr. Smith had asked the applicant to look into easements existing for the pipe along the Road Commission property on Rattalee Lake Road. The applicant did a search and found no existing easements, so, at this time there are no further actions required by the applicant. Existing well and septic are shown on the plans, and neither conflict with the proposed improvements. Minor storm sewer revisions include relocating the storm sewer at the northwest corner of the building addition to avoid conflict, installing new roof leads from the building addition and connecting them to the existing storm sewer along the west side, and adding a new storm manhole at the southeast corner of the site to provide maintenance access to the existing 8-inch sewer. The proposed dumpster pad is located over the top of an existing 15-inch storm sewer that is 1.7 feet below the surface grade. If the applicant is not required to put up the dumpster wall, no footings would be required, and then what they are proposing will be sufficient.

Chairperson Baker stated that a letter from the Fire Chief indicates that he is not opposed to the plan and has noted that the building height will not negatively impact the ISO rating. The Building Official also has no issues with the proposal.

Chairperson Baker stated that there are several items that the Commissioners must review and agree upon. He opened a discussion regarding trees along the perimeter of the parking lot instead of in the parking islands. He stated that the ordinance allows a waiver for this.

After discussion the Commissioners reached consensus that trees would be allowed along the perimeter of the parking lot.

The next item discussed was parking spaces. Chairperson Baker stated that the Planning Commission has the ability to waive the parking requirements.

Mr. McWilliams stated that 170 spaces are required by the ordinance. The company has 90 employees and anticipates, at the most, employing 120 people. They are increasing the parking to 146 spaces which is an addition of 26 more spaces than they anticipate needing.

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The Commissioners discussed the parking spaces required and the number proposed by the applicant. Consensus was reached to waive the parking requirements and permit 146 spaces.

Regarding screening, Ms. Upfal stated that junipers were added on the outside of the 10 parking spaces since her last review. The fencing would also meet part of the screening requirements.

Chairperson Baker asked if the fencing was along the entire referenced location.

Mr. McWilliams stated that there is fencing along the part being referenced. Junipers will be on the outside of the fence.

Commissioner Hopper pointed out that this is what is noted on the plans as existing on the east side of the lot.

Chairperson Baker stated that the Planning Commission must confirm if the lighting plan meets the ordinance.

Discussion among the planner, applicant, and Commissioners determined that the submitted lighting plan is sufficient.

Chairperson Baker commented on the waste receptacle enclosure. He stated that the screening of the dumpster will be with the fence that is immediately behind it, so there will be no need for a wall or foundation for the dumpster pad or relocation of the storm water drain.

Commissioner Hopper stated that the fence is three feet away from the dumpster and meets ordinance requirements.

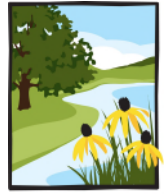
Consensus was reached that the dumpster screening is acceptable.

Chairperson Baker stated that the driveway access separation is not enough and is currently nonconforming. The proposal will bring the driveways closer together by relocating the westerly entrance closer to Dixie Highway, and this will still be a nonconforming element. Given the speed limit on Enterprise Drive, this will most likely not be a problem.

The Commissioners reached consensus that the proposed driveways would be allowed.

Chairperson Baker stated that the applicant was willing to provide a safety path easement and has requested to contribute funds in an escrow for future pathways.

The Planning Commission decided to waive the pathway requirement. In lieu of installing the pathway, the applicant will ask for funds to be placed in escrow for future pathway development.



Chairperson Baker stated that the high point of the existing building is 40 feet which is nonconforming. The proposal matches the existing nonconformity but does not increase it. The Fire Chief has said that this is acceptable from his perspective because the Fire Department has access to the proper equipment if it would be needed.

The Commissioners decided that this building height should be allowed.

Commission Hopper moved that, based upon the information received from the applicant, and reflected in the minutes of this meeting, the Planning Commission finds that the Final Site Plan for Automation and Modular Components, located at 10301 Enterprise Drive, Parcel ID # 07-03-452-007, dated 10/12/22, meets the required standards and findings for Final Site Plan approval pursuant to Division 5 – Site Plan Review of the Zoning Ordinance, the Final Site Plan be approved, granted that:

- 1. The Planning Commission has determined that the driveway spacing as proposed meets the minimum requirements, as this is pre-existing, and it meets the criteria of section 40-683(3)(b)(ii).**
- 2. Per section 40-721(4)(a), the Planning Commission approves alternate plantings to be located at the perimeter of the parking lot. This is due to the lot being pre-existing and the applicant is proposing more plantings than required under the ordinance.**
- 3. Per section 40-681(1)(f), to allow for a reduction in total parking spaces, as the applicant has demonstrated that even anticipating for future growth, that meeting the ordinance minimum requirements would result in excess paving, increased stormwater runoff, and create a waste of open space. Further, open space is available for additional parking if the need were to arise at a later date.**
- 4. Existing parking lot screening satisfies the dumpster screening requirements.**
- 5. The proposed building height matches the existing building height. This is an existing nonconformity. However, it is not increasing the existing nonconformity. The Fire Department reviewed this situation, and it is acceptable to them.**
- 6. Escrow for the safety path is acceptable to the Planning Commission.**

Supported by Commissioner Sclesky. Vote: Yes: Baker, Costigan, Hines, Hopper, Mansour, Moore, Sclesky. No: None. Motion approved.

Old Business:

1. Master Plan – Review proposed activities

Ms. Upfal stated that the Open House is set for November 29. The Master Plan website has been launched and has links to access the survey and the PictureThis! website. Meeting Toolkits are available for Commissioners to take home and use. Ms. Upfal displayed the PictureThis! website for the Commissioners and showed what photos were posted there.

Chairperson Baker asked if the photos could be of items already in the Township and of things available in other communities that they would like the Township to consider.



Ms. Upfal confirmed this and showed what information was available regarding the photos posted on the PictureThis! website. She demonstrated how to submit photos or comments on this website. She stated that the survey was out and there were 50 responses already.

Ms. Upfal explained the eight interactive stations that would be available at the Open House. The welcoming station will be a crowd sourced Word Cloud. The Parks Visioning station will include two activities focused on input about the Township's Parks – a visioning board and a budget prioritization activity. The Service Improvements station focuses on water and sewer systems and roads. The fourth station asks participants to imagine being King or Queen for a Day and to illustrate their priorities for the Township.

Ms. Osborne explained that the Downtown Davisburg Visioning session asks attendees to select different uses they would like to see downtown. The Senior Services station is based on six livability principles established by AARP. The Housing Vision board will ask participants to indicate different housing types they would like to see in the Township. The PictureThis! station will allow attendees to respond to photos and comments generated from the PictureThis! website.

Chairperson Baker asked how the logistics of the Open House would work and if participants could go to any station they wanted.

Ms. Osborne explained that the attendees are encouraged to participate as much as they want. They could stay ten minutes or an hour and a half. The stations are set up to help guide participants on a path through all the activities.

Chairperson Baker asked how this event will be staffed.

Ms. Osborne stated that the Planning Commission's help would be needed to staff the different stations. Commissioners could request to help at a specific station if they wanted.

Ms. Upfal stated that the planners would arrive an hour before the event to help set up. She requested that the Commissioners arrive 30 minutes before the Open House to receive direction on how to facilitate the different stations.

Chairperson Baker asked that since there is a Parks element to this Open House, if Ms. Richmond, the Parks Director, would be involved.

Supervisor Moreau commented that the Parks and Recreation staff would be involved in this open house at the Parks station. She also expects a Library Board representative to be available for the Senior Services Station.

Ms. Upfal encouraged the Commissioners to participate in the different stations as well.

The planners and Commissioners discussed how residents would be made aware of the Master Plan and Open House information. Methods discussed include social media, posters, flyers, email

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Sean R. Miller, Clerk

distribution lists, cable channel, Township website, and postings at the Civic Center, Library, other Township properties, Springfield Oaks, and local businesses.

Chairperson Baker surveyed the Commissioners and determined that all members of the Planning Commission would be available to help at the Open House.

Public Comment: None

Adjournment:

Commissioner Hines moved to adjourn the meeting at 8:11 p.m. Supported by Commissioner Mansour. Vote: Yes: Baker, Costigan, Hines, Hopper, Mansour, Moore, Sclesky. No: None. Motion approved.

Joan Rusch, Recording Secretary