



January 18, 2018

Planning Commission
Genoa Township
2911 Dorr Road
Brighton, Michigan 48116

Attention:	Kelly Van Marter, AICP Planning Director and Assistant Township Manager
Subject:	Car Nation – Special Land Use and Site Plan Review #1
Location:	3439 East Grand River Avenue – north side of Grand River, west of Grand Oaks Drive
Zoning:	GCD General Commercial District

Dear Commissioners:

At the Township’s request, we have reviewed the submittal from Car Nation for special land use (application dated 11/16/17) and site plan (plans dated 11/3/17) review and approval.

We have reviewed the proposal in accordance with the applicable provisions of the Genoa Township Zoning Ordinance.

A. Summary

1. Many of the general special land uses standards (Section 19.03) are met; however, the applicant must address the following:
 - a. Compatibility of the proposal with established uses in the area.
 - b. Impacts upon surrounding properties.
 - c. Any concerns provided by the Township Engineer or Fire Department must be addressed.
2. We find the following issues/concerns with the proposal when reviewed for compliance with Section 7.02.02(c):
 - a. The submittal provides inconsistent information with respect to retaining the gravel lot versus paving it.
 - b. We do not believe the use of gravel is in keeping with the character of the area.
 - c. The use of gravel is likely to have an adverse impact on surrounding properties, including the adjacent residence on the same property.
 - d. There are 3 vehicle spaces within the required 20-foot front yard greenbelt.
 - e. Additional truck turning movement details are needed.
 - f. The required buffer zone “B”/6-foot screen fence is not provided around the vehicle storage area.
3. We recommend the non-compliant vehicle spaces in the front yard be removed to bring the site closer to compliance with current standards.
4. Parking spaces and drive aisles are required to be paved. Looped striping is also required for parking spaces.
5. The number and spacing of driveways does not meet current standards.
6. Pending input from the Township Engineer, we suggest at least one of the driveways be closed off or the drives on the lease area property be narrowed to accommodate one-way travel only.
7. The project is deficient in terms of required landscaping (front yard greenbelts, buffer zones and parking lot).
8. Given the apparent lack of a waste receptacle, we request the applicant describe how refuse removal will be handled.
9. A legible photometric plan must be provided to ensure compliance with Section 12.03.
10. Details of light poles must be provided and light fixtures cannot be tilted outward.

11. We recommend the existing pole sign be removed and the applicant pursue a sign that is permitted by the Zoning Ordinance.
12. At such time as new signage is proposed, the applicant must obtain approval and a permit from the Township prior to installation.



Aerial view of site and surroundings (looking north)

B. Proposal/Process

The proposal is for used automobile sales on a developed commercial site, which currently contains 3 separate buildings (per the Impact Assessment, one of the buildings is a residence and the other a dog grooming business).

7.02 lists automobile sales (new or used) as a special land use in the GCD. Such uses are also subject to the use conditions of Section 7.02.02(c).

Procedurally, the Planning Commission is to review the special land use, site plan and impact assessment and provide a recommendation on each to the Township Board (following a public hearing). The Township Board has the final review/approval authority.

C. Special Land Use Review

Section 19.03 of the Zoning Ordinance identifies the review criteria for Special Land Use applications as follows:

1. **Master Plan.** The Township Master Plan identifies the subject site as General Commercial. Uses under this category are to serve the needs of the community at large and pass-by traffic along Grand River. Furthermore, uses are generally larger in size and generate more traffic and may include some outdoor sales and display areas.
2. **Compatibility.** The area is developed with a variety of uses, including medical office, retail sales, services, financial and big box retail. The immediate area is generally void of outdoor uses, such as automobile sales, although the big box store has an accessory garden center at the rear of the site.

The proposed use, including use of a gravel lot, does not appear to be overly compatible with the established uses in this area; however, full compliance with the applicable use conditions could help this situation. The applicant should further describe how they believe this standard is met.

3. **Public Facilities and Services.** As a developed site along the main commercial corridor through the Township, we anticipate necessary public facilities and services are in place; however, the Commission should consider any comments provided by the Township Engineer and Brighton Area Fire Department.
4. **Impacts.** The use conditions of Section 7.02.02(c) are intended to limit on- or off-site impacts of outdoor display, sales and storage. Provided those standards are met, impacts of the proposed use should be mitigated. Of primary concern is the proposal to retain an existing gravel lot for vehicles storage.
5. **Mitigation.** If additional concerns arise as part of the review process, the Township may require efforts to mitigate potential adverse impacts.

D. Use Conditions

Automobile sales are subject to the following use conditions of Section 7.02.02(c):

1. **Sale space for used mobile homes, recreational vehicles and boats may only be carried on in conjunction with a regularly authorized new mobile home, recreational vehicle or boat sales dealership on the same parcel of land.**

There is no indication that the proposal includes sale of these types of vehicles – the submittal only notes used automobile sales.

2. **All outdoor storage areas shall be paved with a permanent, durable and dustless surface and shall be graded and drained to dispose storm water without negatively impact adjacent property. The Township Board, following a recommendation of the Planning Commission and the Township Engineer, may approve a gravel surface for all or part of the display or storage area for low intensity activities, upon a finding that neighboring properties and the environment will not be negatively impacted.**

Based on the use description and Impact Assessment provided by the applicant, the proposal entails a gravel storage area for the vehicles. However, the site plan shows areas to be paved and the site plan review application notes that the “parking lot will be paved with blacktop as required by the Township.” These inconsistencies must be corrected/clarified, including a clear indication of the limits of paving versus gravel if both surfaces are proposed.

Ultimately, we defer to the Township Engineer for a more detailed review on the use of gravel, but in our opinion, gravel is not in keeping with the character of the area.

Furthermore, the ability to accommodate more than 30 vehicles, as well as regular deliveries by semi-truck/trailers, on a gravel surface is likely to generate quite a bit of dust. As previously noted, this is also likely to have an adverse impact upon the existing residence on-site.

3. **No storage or display of vehicles shall be permitted in any landscape greenbelt area, provided the Township may permit a display pod for an automobile within the greenbelt area where it is integrated into the landscape design.**

A 20-foot wide greenbelt is required for developments in the GCD. The existing site is non-compliant and the proposed plan includes a very limited greenbelt area along the westerly side of the site’s frontage.

There are 3 parking spaces located within the required greenbelt area that need to be removed for compliance with this standard.

- 4. The site shall include a building of at least five hundred (500) feet of gross floor area for office use in conjunction with the use.**

The submittal notes the use of 1,665 square foot building (existing) in conjunction with the proposed use.

- 5. All loading and truck maneuvering shall be accommodated on-site.**

The site plan includes a semi-truck/trailer turning movement in a counter-clockwise movement around the site, although it does not show such vehicles at the site's entrance. This information needs to be added.

Additionally, because of the angled frontage, it is unclear whether such vehicles can navigate the site in a clockwise movement. We request the applicant add a second turning template to the plan to ensure this standard will be met.

- 6. All outdoor storage area property lines adjacent to a residential district shall provide a buffer zone A as described in Section 12.02. A buffer zone B shall be provided on all other sides. The Planning Commission may approve a six (6) foot high screen wall or fence, or a four (4) foot high landscaped berm as an alternative.**

The site plan does not provide the required buffer zone B, although a 6-foot screen fence is proposed along the west side of the lease area, as well as a portion of the north side of the lease area.

E. Site Plan Review

- 1. Dimensional Requirements.** The proposed project does not appear to have an impact upon the dimensional requirements of the RCD.
- 2. Building Materials and Design.** The submittal does not identify any exterior changes to the existing building. If modifications are proposed, the applicant must provide elevation drawings, including material and color samples.
- 3. Parking.** Automobile sales require 1 space per 200 square feet of gross leasable floor area, plus 3 spaces per auto service bay. The submittal does not identify any service bays and the building contains 1,665 square feet of gross floor area; thus, resulting in the need for 7 spaces. The plan identifies 8 parking spaces on paved surfacing, including 2 barrier free spaces (which is one more than necessary).

Three spaces in the front yard do not comply with setback requirements. Given the ability to accommodate parking elsewhere on the site, we recommend these non-compliant spaces be removed to bring the site closer to compliance with current standards. This would also allow for the inclusion of the required greenbelt along Grand River.

Parking lots are also required to be paved and provide looped striping for spaces.

- 4. Pedestrian Circulation.** There is an existing public sidewalk within the right-of-way along the site's frontage, as well as an internal sidewalk along 3 sides of the building, separating it from parking areas. No changes are proposed to the existing pedestrian system.
- 5. Vehicular Circulation.** The entire site has 3 driveways along Grand River, 2 of which are on the lease area property. Both of these driveways are wide enough to accommodate two-way travel. The number and spacing of driveways does not comply with the standards of Article 15.

Pending input from the Township Engineer, we suggest at least one of the driveways be closed off or the drives on the lease area property be narrowed to accommodate one-way travel only.

Similar to previous comments, these drives are also required to be paved.

- 6. Landscaping.** The proposal has been reviewed for compliance with the landscaping requirements of Section 12.02, as follows:

Location	Requirements	Proposed	Comments
Front yard greenbelt	20' width 5 canopy trees	0' to 30' width 23 shrubs	Deficient in width and tree plantings
Buffer Zone "B" (N)	20' width 6' wall or 3' berm 6 deciduous trees 6 evergreen trees 22 shrubs	3' width Partial 6' fence	Deficient in width, wall and plantings
Buffer Zone "B" (E)	20' width 6' wall or 3' berm 7 deciduous trees 7 evergreen trees 26 shrubs	1' to 7' width 1 tree (existing)	Deficient in width, wall and plantings
Buffer Zone "B" (W)	20' width 6' wall or 3' berm 5 deciduous trees 5 evergreen trees 18 shrubs	10' width	Deficient in width, wall and plantings
Parking lot	4 trees 400 SF landscaped area	No landscaping proposed	Deficient in plantings and landscaped area

As a side note, the plan depicts only 5 of the 6 Dwarf Burning Bush noted. This must be corrected.

- 7. Waste Receptacle and Enclosure.** The site plan does not identify an existing or proposed waste receptacle area. As such, we request the applicant describe how refuse removal will be handled for the proposed business.
- 8. Exterior Lighting.** The submittal includes a proposed lighting plan for the project. It should be noted that the quality of the lighting drawings is relatively poor with hand-drawn fixture placements and photometric readings that are illegible. A clear photometric plan must be provided to ensure compliance with Section 12.03.

The proposal includes 5 new LED fixtures though how/what they are mounted is unclear. If they are pole mounted fixtures, then a typical pole detail and height must be provided to ensure compliance.

The fixtures themselves are cut-off and downward directed, though it appears they are adjustable. The applicant should be aware that the fixtures must be mounted such they are directed downward and not tilted casting light outward.

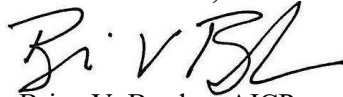
- 9. Signs.** Photographs included with the submittal show an existing pole sign in front of the existing building. This sign is likely nonconforming as pole signs are prohibited by Section 16.04.05. There is no indication of proposed signage, though we recommend the pole sign be removed and the applicant pursue a sign that is permitted by the Zoning Ordinance as part of this project.

When a new sign is requested for the business, the applicant will need to obtain approval and a permit from the Township prior to installation.

10. Impact Assessment. The submittal includes an Impact Assessment prepared by Steve Morgan (dated 10.3.17). In summary, the Assessment notes that the project is not anticipated to adversely impact natural features, public services/utilities, surrounding land uses or traffic.

Should you have any questions concerning this matter, please do not hesitate to contact our office. I can be reached by phone at (248) 586-0505, or via e-mail at borden@lsplanning.com.

Respectfully,
LSL PLANNING, A SAFE BUILT COMPANY

A handwritten signature in black ink, appearing to read "B. V. Borden". The signature is stylized and written in a cursive-like font.

Brian V. Borden, AICP
Planning Manager



January 17, 2018

Ms. Kelly Van Marter
Genoa Township
2911 Dorr Road
Brighton, MI 48116

Re: Car Nation Site Plan Review #1

Dear Ms. Van Marter:

Tetra Tech conducted a site plan review of the proposed Car Nation area located at 3429 E. Grand River Avenue, Howell. The submission included site plans dated November 3, 2017, the site plan review application, the special land use application, and the impact assessment. The site plan was submitted for an area on the parcel to be leased by Car Nation with the remaining property containing two other buildings (one commercial and one residential), one access drive off Grand River (in addition to the two within the leased area), and various connectivity routes between all three buildings. For clarity, the buildings will be referred to as follows:

- Building 1 will be the residential building as identified on the submitted plans
- Building 2 will be the west commercial building (Car Nation) as identified on the submitted plans
- Building 3 will be the east commercial building that is not specifically identified on the plans.

Our review comments are summarized below.

SUMMARY

1. Entire site compliance justification.
2. Site paving, parking, and shared use access.
3. On-site stormwater detention.
4. Site fencing.

SITE PLAN

1. This site plan was submitted for a proposed leased area that takes up a large portion of road frontage of the existing parcel on Grand River Avenue. The leased area shares the parcel frontage with another commercial building, Building 3, that is currently leased to a pet grooming business. This parcel, which has approximately 290 feet of frontage along Grand River, has three (3) access points off Grand River. Building 1, located behind the proposed leased area, is the residence of the parcel owner. The leased area was specifically submitted for the site plan review, but it is recommended the entire site be reviewed for compliance with Township zoning requirements. We offer the following justifications for reviewing the entire parcel:
 - a. All three building on site can be accessed via the three (3) driveways from Grand River.

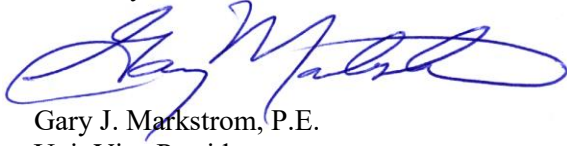
- b. The sidewalks and driveways used to access each building are all connected through the site's existing parking area(s).
 - c. Access to the residential building is not possible without traversing the leased area.
 - d. Each separate building and use of the site will contribute to stormwater runoff.
2. The petitioner proposes paving the leased area for use as an automobile sales lot. The following comments pertain to the paving, parking, and site access of the parcel:
 - a. The impact assessment contradicts the plans by stating there will be no construction required. Construction of a paved lot is required and shown on the site plan.
 - b. Per Genoa Township standards the paved area must be surrounded by curb. Because Buildings 2 and 3 on site currently share a gravel lot, the curb requirement will cut off Building 3 from Building 2. It is recommended the two commercial buildings remain connected and parking for Building 3 be paved, along with the proposed paving of the leased area, so that it is compliant with Township standards.
 - c. Buildings 2 and 3 are connected via a shared access drive now, yet they each have their own access from Grand River. This results in three driveways within 240 feet of road frontage. Since the existing parking areas are accessible from the middle access drive and both lots will be paved, it is recommended the furthest east drive be removed. This would eliminate unnecessary access to Grand River and match the surrounding access methods for neighboring commercial facilities.
 - d. Building 1, behind Building 2, must be accessed through the leased area since the leased areas for Buildings 2 and 3 cover the entire parcel's road frontage. To ensure future use of Building 1 as a residential unit, the petitioner must verify that access to Building 1 is allowed via the lease agreement for the leased area of Building 2.
 - e. In conjunction with item d, the shared driveway for Buildings 2 and 3 is currently part of the leased area and shared use of this driveway for Building 3 must be verified in the lease agreement. In addition, it appears access to the shed behind Building 3 is provided through the leased area.
 - f. The final pavement layout should include dimensions for paved areas, parking spaces, drive aisle, and curb lengths and radii so that it can be properly constructed and assessed for compliance with Township standards.
 - g. Sidewalk access to Building 2 is not clear on the plans and should be provided from all anticipated customer parking stalls. Due to proximity, pedestrian access to Building 2 from the public sidewalk along Grand River would improve site access. Similarly, the parking plans for Building 3 should provide dedicated pedestrian access via sidewalks or striped paths to the building door.
3. The required paving will result in a change of the drainage to the site, requiring stormwater control measures as required by the Livingston County Drain Commission. Surface runoff will need to be controlled and directed to an on-site detention facility that ultimately discharges to the low area along the north edge of the site. Drainage and detention calculations as well as a soil erosion and soil control plan are required.
4. The leased area plans propose a site fence along the proposed paved lot (which mirrors the existing gravel lot). This fence will continue north to Building 1 and east to Building 1's driveway. Positioning the fence in this manner limits the future use of the site and renders a portion of the parcel effectively unusable. We recommend the fence be positioned along the property line so that the paved area, if desired, can be extended to the property line. This will also allow for flexibility in future uses of Building 2.

The proposed use of the site, as a used car lot, is of no greater impact on the existing water and sewer utilities. The anticipated traffic use is minimal and will be adequately served through two access drives. The petitioner should address the above comments before approval of the site plan.

Ms. Kelly Van Marter
Re: Car Nation Site Plan Review #1
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Please call if you have any questions.

Sincerely,



Gary J. Markstrom, P.E.
Unit Vice President



Marguerite K. Davenport
Project Engineer

copy: Sam Gerardi, Coldwell Banker Town and Country



BRIGHTON AREA FIRE AUTHORITY

615 W. Grand River Ave.
Brighton, MI 48116
o: 810-229-6640 f: 810-229-1619

January 16, 2018

Kelly VanMarter
Genoa Township
2911 Dorr Road
Brighton, MI 48116

RE: Car Nation
3429 E. Grand River Avenue
Howell, MI 48843

Dear Kelly:

The Brighton Area Fire Department has reviewed the above mentioned site plan. The plans were received for review on January 8, 2018 and the drawings are dated January 3, 2018. The project is based on an existing 1,665 square foot business-use development that will undergo site improvements for a new tenant to occupy the indicated structure. The plan review is based on the requirements of the International Fire Code (IFC) 2018 edition.

1. The building address shall be a **minimum of 6"** high letters of contrasting colors and be clearly visible from the street. The location and size shall be verified prior to installation.
IFC 505.1
2. The access road on the east side of the site shall be a minimum of 20' wide and the entrance drive on the west side of the site shall be 26' wide. Turning radius does not appear to be a concern based upon truck circulation and parking arrangement. Access roads shall be constructed to be capable of supporting the imposed load of fire apparatus weighing at least 75,000 pounds.
3. If not already provided, the building shall be provided with a Knox Box. The location of the Knox Box shall be indicated on future submittals. The Knox box will be located adjacent to the front door of the structure.
IFC 506.1

If you have any questions about the comments on this plan review please contact me at 810-229-6640.

Cordially,

A handwritten signature in black ink, appearing to read "R. Boisvert".

Rick Boisvert, CFPS
Fire Marshal