

**GENOA CHARTER TOWNSHIP
PLANNING COMMISSION
WORK SESSION
OCTOBER 22nd, 2007
6:30 P.M.
AGENDA**

CALL TO ORDER: At 6:30 p.m., the work session of the Genoa Township Planning Commission was called to order. Present constituting a quorum were Barbara Figurski, Teri Olson, Chris Grajek, James Mortensen and Dean Tenge. Also present were Jeff Purdy of LSL, Tesha Humphriss of Tetra Tech and Kelly VanMarter, Planning Director. A temporary chairman is necessary. James Mortensen moves that Dean Tenge be appointed temporary chairman. Support by Barbara Figurski. **Motion carried unanimously.**

APPROVAL OF AGENDA: Upon motion of Barbara Figurski and support by Teri Olson, the agenda was approved as submitted. **Motion carried unanimously.**

DISCUSSION: of Agenda items of the regular meeting of the Planning Commission

DISCUSSION: of general items

ADJOURNMENT: Upon motion by Barbara Figurski and support by Teri Olson, the work session was adjourned at 6:57 p.m.

**GENOA TOWNSHIP
PLANNING COMMISSION
PUBLIC HEARING
OCTOBER 22nd, 2007
7:00 P.M.
AGENDA**

CALL TO ORDER: At 7:00 p.m., the work session of Genoa Township Planning Commission was called to order. Present constituting a quorum were Barbara Figurski, Teri Olson, Chris Grajek, Dean Tenge and James Mortensen. Also present was Jeff Purdy of LSL, Tesha Humphriss from Tetra Tech and Kelly VanMarter, Planning Director.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited and a moment of silence was observed.

APPROVAL OF AGENDA: Upon motion by Barbara Figurski and support by Teri Olson, the agenda was approved as submitted. **Motion carried unanimously.**

ELECTION OF VICE CHAIRMAN: Upon motion by James Mortensen and support by Barbara Figurski, Dean Tenge was elected vice chairman of the Planning Commission.

CALL TO THE PUBLIC: (**Note: The Board reserves the right to not begin new business after 10:00 p.m.**)

OPEN PUBLIC HEARING # 1... Review of site plan application, impact assessment and site plan for a proposed 18,510 sq. ft. retail and office building located at 5970 E. Grand River, Sec. 10, petitioned by Jasmar LLC. (07-17)

James Barnwell and Mr. Colley are present. Mr. Colley indicates this new plan incorporates a retaining wall of stone/boulders on three sides of the detention pond. Underground storage was also incorporated.

Mr. Barnwell discusses retention versus detention ponds. He suggests that open ponds are superior because one can view the water levels. Additionally, clogging would be caught early. Therefore, he believes this is superior.

Mr. Barnwell discusses cross-access easements. A lot of effort was put into achieving the easement that is in the plans. It's not the ideal situation, but it's the best that could be accomplished at this point.

James Mortensen asks about the development of the property to the west and if they could relocate the driveway at that point to a ninety degree type of driveway. Mr. Barnwell suggests that this Planning Commission should ask that developer to build the driveway to that spec, remove the existing asphalt, add curbing, etc. This would be true also going to the east. Tesha Humphriss indicates that may result in losing some parking spaces. This could be recaptured in the squared off areas.

Lighting still cannot be addressed at this point.

Mr. Colley presents revised renderings of the building. Additionally, sample boards are provided to the Planning Commission. The rear elevation of the building did not change. A few windows were added to the rear of the building. The revisions caused a loss of square footage. The square footage of 18,510 is correct.

Jeff Purdy indicates petitioner's revision addresses the majority of concerns. Planning Commission approval is required for architecture, building and colors. Petitioner is proposing 5 more parking spaces than the ordinance requires. The development of property to the east and west will address that. The light fixtures will be selected in accordance with the standards to be adopted by the Planning Commission.

Tesha Humphriss discusses the soil borings being acceptable for a retention pond. The overflow plan is acceptable. Impervious surface is not an issue because the Town Center guidelines for that are not strict due to it being projected to be a compactly built area. James Mortensen asks if water retention shouldn't be addressed as it relates to the Town Center area. A storm water management plan is necessary according to Tesha Humphriss. Mr. Colley believes there are three or four sites that are troublesome regarding storm water. Tesha Humphriss believes a storm water management plan for the entire overlay district is necessary.

Tesha Humphriss discusses the 1:3 slope and traffic. The traffic flow is changed by an enlarged cross-access easement. This may be a floating easement of some sort.

Carol Cary, 1813 Hughes Road addresses the Planning Commission. She asks if any water would flow into the lake and also asks about lighting. Jeff Purdy indicates there would be low intensity lights. As it relates to the water, Tesha Humphriss indicates the site is not designed to outlet water into the lake.

The Fire Department letter of October 1st is addressed. Petitioner has designed to accommodate their requests and they will comply.

Planning Commission disposition of petition

- A. Recommendation regarding impact assessment.
- B. Disposition regarding site plan.

Motion by James Mortensen to recommend to the Township Board approval of the 6/20/07 impact assessment, subject to the following:

1. Item "D" under impact on storm water management, this will be revised to be consistent with what is now being proposed;
2. Impact assessment will be revised to indicate that floating easement to the east and west and will add language to be provided by the Township Attorney and that language will include requirements that the property owners to the east and west of the site bear financial responsibility for any reconfiguration required to the parking lot and access sites on the property reviewed this evening;

Supported by Barbara Figurski. **Motion passed unanimously.**

Motion by James Mortensen to approve the site plan for Genoa Town Square reviewed this evening, subject to:

1. The architecture and materials and colors reviewed are acceptable and samples will become Township property;
2. Approval is granted for the five excess parking spaces;
3. Petitioner agrees that the ornamental lighting ultimately to be installed will meet Township specifications;
4. The requirements of the Brighton Fire Department in their letter of October 1, 2007 will be met;
5. The requirements of the Township Engineer addressed in her letter of October 17, 2007 will be complied with, except the boulder retainer wall is acceptable to the Planning Commission, as well as the 1:3 grading is acceptable. The last sentence in item four will be deleted;

Supported by Barbara Figurski. **Motion passed unanimously.**

OPEN PUBLIC HEARING # 2... Review of special use application, impact assessment and sketch plan for a proposed Bed and Breakfast located at 6243 W. Grand River Ave., petitioned by Julie Walton. (07-18)

Julie Walton, 6243 Grand River was present. Her husband, Greg, is also present. They operate The Crop Inn. It is only open on weekends and is for the purpose of women to meet and scrapbook together. There are five guest rooms and they have a maximum capacity of twelve.

Jeff Purdy indicates a special land use permit is necessary. This is compatible with the master plan and is adjacent to the Town Center. Supplemental landscaping to the south is recommended. The site needs to be adequately served by utilities, transportation, emergency vehicles, etc. An upgrade to the shared driveway is recommended. It should be paved and widened to sixteen feet. Barrier free parking is required. The plan calls for an off-premise sign, which is not permitted under the ordinance.

The ordinance requires there to be residents of the bed and breakfast to operate it. Petitioner indicates it is her legal address.

Evergreen trees have been planted on the southern boundary. A fence has been installed, as well.

Petitioner reads his letter in response to the Planning Commission and provides a copy of it to all Planning Commission members, Tesha Humphriss and Jeff Purdy.

Landscaping can be decided administratively.

The driveway must meet Township standards unless the Z.B.A. allows otherwise.

Tesha Humphriss indicates that tap fees should be re-evaluated due to higher rate of use. Petitioner feels that the average used on weekends is the same a family living there week-long would utilize.

Tommy Thomas, 6201 Grand River addresses the Planning Commission. He feels the south end screening has been well done. He wishes the neighbor south to him had been required to do the same. The driveway to his property was to be paved. He and the Waltons each paved their share, but the other property owner has not done so.

Carol Cary, 1813 Hughes Road addresses the Planning Commission. She feels that petitioner should be allowed to place a sign up since many other signs are permitted. She was very excited to see the scrap booking sign. She thinks the petitioner's property is difficult to find. She thinks this business is an asset to the Township.

Planning Commission disposition of petition

- A. Recommendation regarding Special Use.
- B. Recommendation regarding Impact Assessment.
- C. Recommendation regarding Site Plan.

Motion by James Mortensen to recommend to the Township Board approval of the special use permit to permit a bed and breakfast/weekend retreat be approved, subject to:

1. Approval of the impact assessment dated 9/11/07;
2. Approval of the sketch plan dated 9/19/07;
3. The petitioner will provide evidence that the bed & breakfast operator will be living on site as a principle residence;
4. This recommendation is made because it is consistent with requirements of special use as set forth in section 19.03 of the ordinance and is permitted as a special use within a residential district and is a natural transition from a commercial property to the south and east of the site.

Supported by Barbara Figurski. **Motion carried unanimously.**

Motion by Barbara Figurski to recommend to the Township Board approval of the impact assessment dated 9/11/07, subject to:

1. That it include a provision that it operates on weekends only from Friday through Sunday and will be limited to twelve guests;
2. This recommendation is subject to approval of the site plan and special use permit.

Supported by James Mortensen. **Motion carried unanimously.**

Motion by James Mortensen to recommend to the Township Board approval of the site plan received on September 19, 2007, subject to:

1. Approval of the special use and environmental impact assessment by the Township Board;
2. Additional screening may be required on the south, subject to review by Township staff;

3. Engineering approval of the specifications for a sixteen foot paved private road from Grand River to the site;
4. A barrier free parking space will be provided with signage;
5. The off premise sign will not be allowed;
6. The connection fees for municipal water are subject to review and potential increase by the Township;
7. The requirements of the 9/27/07 fire department letter will be complied with.

Supported by Chris Grajek. **Motion carried unanimously.**

OPEN PUBLIC HEARING #3...Review of sketch plan application and sketch plan for a proposed underground garage located at 6893 E. Grand River, Sec. 14, petitioned by Lindhout Associates. (07-19)

Piet Lindhout addresses the Planning Commission on behalf of Petitioner.

Jeff Purdy addresses the issue of gravel leading to the garage. Alternative paving materials are permitted under the ordinance. Gravel is permitted under ordinance 14.06.01.

Tesha Humphriss discusses the slope. She believes soil erosion control measures to be taken at time of construction must be added to the plan.

The petitioner indicates the brick will match the main building and the garage doors will be painted the same color as the wood on the main building.

Planning Commission disposition of petition

A. Disposition of sketch plan.

Motion by James Mortensen to approve the sketch plan dated 7/11/07 for an underground parking and related building, subject to:

1. Building colors as shown on the rendering to this Planning Commission are approved and will become Township property;
2. The gravel proposed of the drive into the garage may be gravel as an alternative paving material as permitted under ordinance 14.06.01;
3. Any new exterior lighting will require approval of Township staff;
4. The requirements of the Township engineer set forth in her letter of 10/3/07 will be complied with, with the exception that the Township Planning Commission approves the sloping shown on the site plan, which is greater than 1:4;
5. However approval will be required by the County Drain Commission and materials and plans will have to be provided to the Township engineer in order to obtain a certification letter.
6. Requirements contained in the Brighton Fire Department letter of 9/26/07 will be complied with.

Supported by Barbara Figurski. **Motion carried unanimously.**

Administrative Business:

- *Planners report presented by LSL Planners.* Jeff Purdy gives a presentation on street lights. Globes are ruled out. Metal halide should be used.

10-22-07 Approved PC Minutes

- *Approval of August 13th, 2007 Planning Commission meeting minutes.* Upon motion by Barbara Figurski and support by James Mortensen, the minutes were approved as amended.
Motion carried unanimously.
- *Member Discussion*

Adjournment at 9:18 p.m.

Respectfully submitted,

Kristi Cox
Recording Secretary