

**GENOA CHARTER TOWNSHIP  
PLANNING COMMISSION  
PUBLIC HEARING  
June 12, 2017  
6:30 P.M.  
MINUTES**

CALL TO ORDER: The meeting of the Genoa Charter Township Planning Commission was called to order at 6:30 p.m. Present were Chairman Doug Brown, Eric Rauch, John McManus, Chris Grajek, Barbara Figurski and Jill Rickard. Absent was James Mortensen. Also present was Kelly VanMarter, Community Development Director/Assistant Township Manager, Gary Markstrom from Tetra Tech, Brian Borden from LSL Planning and an audience of 15.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was recited.

APPROVAL OF AGENDA:

Ms. VanMarter stated there is a correction for Open Public Hearing #1. A “Recommendation of the PUD Amendment” should be added. **Moved** by Commissioner Figurski, seconded by Commissioner McManus, to approve the agenda as corrected. **The motion carried unanimously.**

CALL TO THE PUBLIC: The call to the public was made at 6:32 pm with no response.

**PRESENTATION BY LIVINGSTON COUNTY PLANNING REGARDING THE COUNTY MASTER PLAN PROCESS.**

Ms. Kathleen Kline-Hudson, Director of the Livingston County Planning Department, and Ms. Sylvia Kennedy-Parasco, a County Planning Commission member, were present. Ms. Kline-Hudson stated they have a new Planning Commission Chair since November of 2016 and one of his priorities is to have a staff member and a commissioner attend each of the county’s Planning Commission meetings to give an update of their commission. There are three staff members in Ms. Kline-Hudson’s department; however, there is almost 30 years of institutional knowledge with those three. There are seven members of the Planning Commission and each of them is long-time commissioners.

Sylvia Kennedy-Carrasco stated she lives in Marion Township and was a kindergarten teacher for many years. She started off on the Commission as representing education and now she has transferred to representing transportation. She has lived in the County for 50 years.

Ms. Kline-Hudson stated they are working on a new master plan for the county. The last one was completed in 2003. It has been updated since then; however, they are going to do a complete rewrite to get up to date with the most recent changes to the State planning laws. When the draft is complete, they will send it to Genoa Township for their review and input.

Additionally, they would like to have a representative from each of the Townships at their Planning Meetings, which are held on the third Wednesday of the month at 6:30 p.m.

**OPEN PUBLIC HEARING #1... (Tabled 10-11-16)** Review of site plan application, PUD amendment, environmental impact assessment and site plan for a proposed multi-tenant commercial center to include a 2,117 sq. ft. restaurant with drive-thru, a 2,819 sq. ft. restaurant space with an attached 1,501 hair salon located at the northwest corner of the Grand Oaks Drive and Latson Road intersection. The property is located within the Livingston Commons Phase 2 PUD on Parcel #11-08-200-017. The request is petitioned by USA 2 GO. (16-20)

Planning Commission disposition of petition:

- A. Recommendation of the PUD Amendment
- B. Recommendation of Impact Assessment (5-3-17)
- C. Recommendation of Site Plan (5-3-17)

Mr. Brent LaVanway of Boss Engineering and Mr. Kevin Banham of USA 2 GO were present. Mr. LaVanway gave a review of the project and noted the changes that were made to address the Planning Commission's concerns regarding the traffic flow on the site.

They have now made the west drive two-way. They have added concrete islands to direct the traffic through the drive-thru area.

They have also reduced the rear-yard setback to three feet, which has prompted an amendment to the PUD Agreement.

He showed colored renderings of both buildings, noting the changes that were made to address additional concerns of the Planning Commission.

Mr. Borden reviewed his letter of June 6, 2017.

- He suggested that the amended PUD note the three-foot rear-yard setback is specifically for the drive aisle and not the site itself. It should also be clarified to state that it will be a right-in or right-out access to Grand Oaks and not both.
- Details must be provided for the wall-mounted light fixtures.
- The applicant must provide a clean landscape plan to ensure consistency between the plan and the plant list.
- Permits will be required prior to installation of any tenant signs.

- The entranceway signage easement must be recorded and dedicated to the Township.

Mr. LeVanway and Mr. Banham will comply with Mr. Borden's requests.

There was a discussion regarding adding additional signage to the entrance off of Grand Oaks to direct traffic to travel counterclockwise through the site.

In his letter, Mr. Markstrom stated that the applicant has addressed most of his concerns; however, he has three outstanding issues.

- The proposed sanitary sewer connection is shown to make a 90 degree turn. This needs to be amended so that it continues south to the existing sanitary main and a new manhole installed to connect the proposed to the existing sewer just west of the access drive on Grand Oaks Drive.
- The storm water weighted runoff coefficient must be verified.
- The access drive from Grand Oaks should be the minimum radius required per the fire department in order to limit unauthorized access. The applicant can consider removing some parking spaces, if allowed, and adding a right-turn lane into the site to further prevent left turns into and out of the site.

Commissioner Rauch questioned the sidewalk on the south of the building to the north that does not connect to another sidewalk. He suggested that the barrier-free access point across Grand River should line up with the one across Grand River. Mr. LaVanway agrees to make that change.

He suggested a bollard be placed at the western "point" of the building to the south. Mr. LaVanway agrees.

He noted that the applicant is suggesting more parking spaces than what is required by the Township. He questioned if all of those spaces are needed. He is concerned about the three spaces on the west side of the site just to the south of the outdoor patio area as well as the walkway in that area. He suggested taking the spaces and the walkway out and perhaps adding some green space.

Mr. LaVanway stated those spaces would be employee parking spaces and the walkway would allow access to them. Commissioner Rauch stated that if they will be marked employee parking then he believes they should stay.

Mr. Banham stated their proposed tenant will require very little parking so removing those three will not be a problem.

Commissioner Grajek is concerned where vehicles will park when their order at the drive-thru is not ready and they need to park to wait. Mr. LaVanway stated they can designate spaces for these situations.

Ms. VanMarter asked if the Planning Commission would allow each tenant in the southernmost building two signs, one on each side of the building, as they could both be considered corner spaces. The Commissioners agreed to allow this.

Chairman Brown reviewed the letter from the Brighton Area Fire Authority date May 31, 2017.

The Call to the Public was made at 7:19 pm with no response.

**Moved** by Commissioner McManus to recommend to the Township Board approval of the PUD Agreement for a proposed multi-tenant commercial center to include a 2,117 sq. ft. restaurant with drive-thru, a 2,819 sq. ft. restaurant space with an attached 1,501 hair salon located at the northwest corner of the Grand Oaks Drive and Latson Road intersection with the following conditions:

- The PUD Agreement should specifically state that the three-foot setback is specifically for the drive through aisle.
- The access drive from Grand Oaks shall be a right-in only to force traffic to go counterclockwise on the site.

Commissioner Grajek still has concerns with the circulation and there is only one way out of this site. He feels that 57 parking spaces is too many. He appreciates all of the work that has been done by the applicant; however, he feels much more needs to be done. There is far too much being tried to be put on this site than there should be.

Commissioner Rickard agrees. She does not feel comfortable voting for this.

Mr. LaVanway stated that the two proposed tenants on this site will have very different peak hours. The coffee shop will be visited mostly in the morning. He showed how they anticipate the traffic to flow. He explained why the Livingston County Road Commission was concerned with an egress from the drive on the south side of the site. Grajek understands why the LCRC did not want traffic to be able to exist from this drive.

Commissioner McManus feels this is a good site plan for this piece of property. He likes the architecture.

Commissioner Rauch feels that the signage discussed this evening will help with the traffic flow on the site. Also, the two proposed tenants have different peak hours of operation.

**The motion was seconded by Commissioner Grajek and carried unanimously.**

**Moved** by Commissioner Figurski, seconded by Commissioner McManus, to recommend to the Township Board approval of the revised Impact Assessment dated May 3, 2017 for a proposed multi-tenant commercial center to include a 2,117 sq. ft. restaurant with drive-thru, a 2,819 sq. ft. restaurant space with an attached 1,501 hair salon located at the northwest corner of the Grand Oaks Drive and Latson Road intersection. **The motion carried unanimously.**

**Moved** by Commissioner McManus, seconded by Commissioner Grajek, to recommend to the Township Board approval of the Site Plan dated May 3, 2017 for a proposed multi-tenant commercial center to include a 2,117 sq. ft. restaurant with drive-thru, a 2,819 sq. ft. restaurant space with an attached 1,501 hair salon located at the northwest corner of the Grand Oaks Drive and Latson Road intersection with the following conditions:

- Details must be provided for the wall-mounted lights.

- A clean landscape plan shall be provided to ensure consistency between the plan and the plant list.
- All signage shall comply with the Township Ordinance.
- The building to the south will allow for three wall signs for one tenant and if there are two tenants, they will be allowed two signs each.
- The recommendation by the Township Engineer in their letter dated June 6, 2017 regarding the sanitary sewer routing and connection shall be met.
- The PUD Agreement shall specify right-in only access off of Grand Oak Drive.
- There shall be a “Keep Right” sign on the north entrance off of the Lowes Service Drive to keep traffic flowing in a counterclockwise direction.
- The sidewalk at the south of the site shall be stopped at the barrier free access point; however, the sidewalk shall be installed when deemed appropriate by the Township, and the funds for its construction shall be kept in escrow by the Township.
- The handicap access across Latson Road shall line up with the access on the other side.
- The three parking spaces on the west side of the concrete area shall be labeled “Employee Parking Only”.
- The applicant shall comply with all requirements of the Brighton Area Fire Department’s letter dated May 31, 2017.
- The colored renderings for the buildings are acceptable to the Planning Commission.
- A bollard shall be placed at the southwest corner of the southernmost building.
- Dive thru waiting spaces shall be designated.

**The motion carried (Rauch – yes; McManus – yes; Brown – yes; Figurski – yes; Rickard – no; Grajek – yes).**

**OPEN PUBLIC HEARING #2... (Tabled 3-13-17)** Review of site plan application, environmental impact assessment and site plan for a proposed 101-room, 4-story “Hampton Inn and Suites” hotel located southwest of the Grand Oaks Drive and Latson Road intersection. The property is located within the Livingston Commons Phase 2 PUD on Parcel #11-08-300-020. The request is petitioned by Howell Hospitality, Inc. (17-01)

Planning Commission disposition of petition:

- A. Recommendation of Impact Assessment (5-1-17)
- B. Recommendation of Site Plan (5-24-17)

Mr. Andy Andre of Bud Design & Engineering and Bo Gunlock, of RG Properties were present.

Mr. Gunlock gave a review of the PUD agreement. This was developed in two phases. Phase I has already been approved and Phase II is being developed since the new interchange has been completed. He gave a review of the projects that that he has developed in the Township, such as Pet Smart (which replaced the vacant Staples store), USA 2 GO and Tim Hortons, Red Olive, Culvers and Panera Bread, Gilden Woods Day Care, and the project that they are proposing this evening, Hampton Inn. He stated that he gave 17 acres of property and \$250,000 to help the interchange get built.

He showed the changes that were made to the original Phase II portion of this PUD based on what users were interested in these sites. The second access drive was requested by the Brighton Area Fire Authority. The primary access to Hampton Inn is to be from the driveway proposed. He noted Mr. Markstrom's concerns regarding the western most drive and the possible stacking that will be caused when people are exiting the site. That solves the problem for the traffic; however, it will be difficult for him to sell the other piece of property because the only way to access them would be through Hampton Inn. They revised the western most drive to be the access drive; however, when the north or west parcels are developed this can be abandoned and become the secondary access for the BAFA.

He presented the most recent revised Site Plan. He noted that the site plan presented with the PUD Agreement was only conceptual; however, interested users have caused the needed changes.

He would like the Hampton Inn to begin to be developed and then determine what others users would be interested in the parcel to the north and to the west.

Chairman Brown thanked Mr. Gunlock for the explanation and the revised site plan. He now understands the plan for this site.

Mr. Borden reviewed his letter dated June 6, 2017. The applicant has addressed most of his concerns. He has two outstanding items:

- Portions of the southerly buffer zone are deficient in width and the required wall or berm is not provided; however, the Township can waive or modify these requirements.
- A separate permit/approval will be required for the proposed signage.

Mr. Andre cited the discussion from the March 2017 Planning Commission meeting whereas it was agreed that due to the narrowness of the greenspaces, a wall or berm will not be possible.

Mr. Markstrom stated he has spoken to Mr. Gunlock in depth regarding the access points for this site. He would like to ensure than when either the north or west parcels are developed and the access points are constructed, the west driveway will be closed off and used only for secondary access.

He has some outstanding items regarding the utilities; however, they can be addressed during the construction phase of the project.

They have addressed all of the concerns from the BAFA.

The call to the public was made at 8:20 pm with no response.

**Moved** by Commissioner Figurski, seconded by Commissioner Grajek, to recommend to the Township Board approval of the Impact Assessment dated May 1, 2017 for a proposed 101-room, 4-story "Hampton Inn and Suites" hotel located southwest of the Grand Oaks Drive and Latson Road intersection. **The motion carried unanimously.**

**Moved** by Commissioner McManus, seconded by Commissioner Grajek, to recommend to the Township Board approval of the Site Plan dated May 24, 2017 for a proposed 101-room, 4-story "Hampton Inn and Suites" hotel located southwest of the Grand Oaks Drive and Latson Road intersection with the following conditions:

- The buffer zone of 10 feet on the southeast portion of the parking lot is acceptable.
- All signage as shown on the renderings are approved and must comply with the Township Ordinance in terms of size.
- The applicant shall grant easements for water and sewer and cross access prior to a land use permit being issued.
- The concept plan submitted this evening shall become part of the Site Plan package and shall be amended to show the proposed west access drive off of Grand Oaks Drive may be abandoned once drives to the norther or west parcel are constructed
- All requirements of the Brighton Area Fire Authority's letter of May 31, 2017 shall be met.

**The motion carried unanimously.**

**OPEN PUBLIC HEARING #3...** Review of special use application, site plan application, environmental impact assessment and site plan for a proposed 30,000 sq. ft. warehouse/storage addition to the existing A&F Wood Products located at 5665 Sterling Drive, Howell. The request is petitioned by Schonscheck, Inc. (17-06)

Planning Commission disposition of petition:

- A. Recommendation of Special Use Application
- B. Recommendation of Impact Assessment (5-1-17)
- C. Recommendation of Site Plan (5-24-17)

Craig Zokas of Schonscheck, Inc. and Steve Korte of Korich, Inc. were present. They presented the site plan, showing the building and parking lot additions.

Mr. Borden stated that this is a Special Land Use because of the size of the building. It is generally consistent with the special use standards of Section 19.03. He had the following comments.

- The Planning Commission has the authority to approve the building elevations, including materials and colors. While the amount of metal siding as allowed by ordinance, it is consistent with the existing building and the Planning Commission has the discretion to waive or modify this requirement.

- The applicant is requesting that the Planning Commission waive the landscape requirement because of the existing vegetation and the nature of the surrounding land uses. Mr. Korte stated that he believes the existing vegetation is more than what is required by the ordinance and more than he would be able to install.

Mr. Borden noted that the site is comprised of three individual parcels and as part of the project the applicant is proposing to reconfigure them into two parcels. The resulting undeveloped triangular-shaped parcel to the northeast does not have street frontage so there should be an access easement shown on the site plan for this property.

Mr. Markstrom stated that the applicant has addressed all of the items from his first review letter.

Commissioner Rauch stated that if future additions are made that bring the building closer to the highway, he would like to see different building materials.

The call to the public was made at 8:59 pm.

Mr. Gary Mitter of Wonderland Marine agrees with the project; however, he believes that adding the access drive as required by the BAFA will cause more theft from his business than he has already experienced.

He does not agree that this road is required. The applicant has a driveway throughout his entire site and has added fire hydrants. A fire truck would not even be able to drive down Gray Road because of the large trees and the curve.

A&F Wood Products has been a great neighbor to him and a great neighbor to the community.

The call to the public was closed at 9:04 pm.

**Moved** by Commissioner McManus, seconded by Commissioner Grajek, to recommend to the Township Board approval of the Special Use Application for a proposed 30,000 sq. ft. warehouse/storage addition to the existing A&F Wood Products located at 5665 Sterling Drive, Howell with the following conditions:

- The existing vegetation is acceptable and no new plantings are required.
- The building materials are acceptable as it is the same material as the existing building and not visible from the main road.
- The applicant shall comply with all requirements of the Brighton Area Fire Authority; however, based on the theft at Wonderland Marine and the fact that there seems to be ample circulation on the property and there will be additional fire suppression on the entire property, the Planning Commission requests that the Brighton Area Fire Authority reconsider their requirement for a second access point.
- Approval of the Site Plan by the Township Board.

The Planning Commission believes that the project is generally consistent with the special land use standards of Section 19.03 of the Township Ordinance.

**The motion carried unanimously.**



**Moved** by Commissioner Figurski, seconded by Commissioner Rickard, to recommend to the Township Board approval of the Impact Assessment dated May 1, 2017 for a proposed 30,000 sq. ft. warehouse/storage addition to the existing A&F Wood Products located at 5665 Sterling Drive, Howell with the following changes:

- “Dust control measures shall be used during construction” will be added to Item D.
- Hazardous Materials are addressed in both Items G&H. One shall be removed.

**The motion carried unanimously.**

**Moved** by Commissioner McManus, seconded by Commissioner Grajek, to recommend to the Township Board approval of the Site Plan dated May 24, 2017 for a proposed 30,000 sq. ft. warehouse/storage addition to the existing A&F Wood Products located at 5665 Sterling Drive, Howell with the following conditions:

- If the three parcels are consolidated into two, an access easement will be recorded prior to issuance of a land use permit.
- The applicant shall comply with all requirements of the Brighton Area Fire Authority; however, based on the theft at Wonderland Marine and the fact that there seems to be ample circulation on the property and there will be additional fire suppression on the entire property, the Planning Commission requests that the Brighton Area Fire Authority reconsider their requirement for a second access point.
- Per the Township Engineer’s letter dated June 5, 2017, the applicant shall consult with the Brighton Area Fire Authority to determine the appropriate water main size and configuration per the fire flow chart.

**The motion carried unanimously.**

**Administrative Business:**

- Staff Report

Ms. VanMarter stated she is continuing to work on the Zoning Ordinance Update.

There will not be a Planning Commission in July.

- Approval of the May 8, 2017 Planning Commission meeting minutes

**Moved** by Commissioner Figurski, seconded by Commissioner McManus, to approve the minutes of the May 8, 2017 Planning Commission Meeting as presented. **The motion carried unanimously.**

- Member Discussion

None

- Adjournment

**Moved** by Commissioner McManus, seconded by Commissioner Figurski, to adjourn the meeting at 9:17 pm. **The motion carried unanimously.**