

**GENOA CHARTER TOWNSHIP  
PLANNING COMMISSION  
PUBLIC HEARING  
April 10, 2023  
6:30 P.M.  
MINUTES**

CALL TO ORDER: Chairman Grajek called the meeting of the Genoa Charter Township Planning Commission to order at 6:30 p.m. Present were Chris Grajek, Diana Lowe, Marianne McCreary, Tim Chouinard, Jeff Dhaenens and Glynis McBain. Absent was Eric Rauch. Also present was Planning Director Amy Ruthig, Brian Borden of SafeBuilt and Shelby Byrne of Tetra Tech.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was recited.

APPROVAL OF AGENDA:

**Moved** by Commissioner McCreary, seconded by Commissioner Lowe, to approve the agenda as presented. **The motion carried unanimously.**

DECLARATION OF CONFLICT OF INTEREST: None

CALL TO THE PUBLIC:

The call to the public was made at 6:31 with no response.

OLD BUSINESS:

**OPEN PUBLIC HEARING # 1...**Consideration of an amendment to the Summerfield Pointe Planned Unit Development Agreement, preliminary condominium site plan and environmental impact assessment to reduce the project from 140 attached condominiums to 102 single family detached homes and 12 attached condominiums. The project is located on Lawson Drive, North of Grand River Avenue. The request is petitioned by Healy Homes of Summerfield, LLC.

- A. Recommendation of PUD Agreement Amendment
- B. Recommendation of Environmental Impact Assessment (9-26-22)
- C. Recommendation of Preliminary Site Condominium Plan (9-26-22)

Mr. Wayne Perry of Desine, Inc. stated that since the last Planning Commission meeting, they have prepared and submitted a traffic impact assessment for the connection between the two developments. The study includes recommendations, and the applicant will complete them.

They also submitted updated documents for the PUD Agreement and by-laws as requested by the township attorney.

Mr. Borden reviewed his letter dated April 6, 2023.

1. PUD Amendment:

- a. The applicant proposes to construct 102 detached residential units and 12 attached condominiums in lieu of the 140 attached units that are included in the approved PUD.
- b. Dimensional deviations are sought for lot width, lot area, and combination of side yard setbacks.
- c. The applicant must address any comments provided by Township staff and/or the Township Attorney on the draft PUD Agreement.

2. Preliminary Condominium Plan:

- a. The applicant must address any comments provided by Township staff and/or the Township Attorney on the draft condominium documents.
- b. The inconsistent phasing descriptions between the PUD Agreement and plan must be corrected.
- c. The detailed plan drawings do not identify the area where the proposed building containing Units 53-56 is located.
- d. The site data and zoning table should be included on Sheet SD as referenced on Sheet SP1).
- e. The traffic calming measures recommended by the Traffic Impact Assessment should be required as a condition of plan approval.
- f. There are minor discrepancies on the landscape plan that need to be corrected.
- g. The Master Deed should identify the open space areas as general common elements subject to maintenance and protection by the Association.
- h. The Commission should consider comments provided by the Township Engineer and/or Brighton Area Fire Authority.

His concerns with the private road can be addressed during final site plan approval.

Ms. Byrne reviewed her letter dated April 3, 2023.

1. The traffic impact assessment determined that with the increased traffic from the new development, the projected traffic volumes on Aster Boulevard will remain within what is typical for a residential neighborhood street. The assessment recommended that traffic calming measures such as lane striping, speed humps, and a raised intersection at Lawson Drive and Aster Boulevard be used. These recommended measures should be included in the proposed site plan. If there is a current issue with traffic volume, the petitioner should consider implementing traffic calming measures in the existing phases of Summerfield Pointe.
2. After final site plan approval, the petitioner will be required to submit private road construction plans to the Township for review and approval. The Petitioner should review

the private road requirements in the Genoa Township Engineering Standards and make sure all requirements are met. Engineering Design Standards allow a minimum horizontal curve radius of 150 feet for roads with a posted speed limit of twenty-five miles per hour or less. This should be addressed on the final site plan.

3. The intersection radii are currently shown as 27 feet. Genoa Township Engineering Design Standards require a minimum intersection radius of 30 feet.
4. Low spots within intersections are not allowed. More spot elevations should be used at proposed intersections to show that drainage is being carried away from the intersection.
5. After final site plan approval, the Petitioner will be required to submit construction plans to MHOG Sewer and Water Authority for review and approval.
6. The Existing and Proposed Utility Structure Inventories on UT 7 are inconsistent with the calculations and the utility plans. This should be addressed on the final site plan.
7. The proposed PUD Amendment notes in Article II, note 4, indicate that installation of drainage facilities for the future phase have been completed, and that the Developer shall have no obligation to install further stormwater drainage facilities for future phases. The Township does not have the final authority to waive improvements to the existing drainage facilities. Since the previous site plan with multi-family units was approved, the Livingston County Drain Commissioner (LCDC) has updated their design standards and may require that the future phases of this development are brought into compliance with the new updated LCDC Procedures and Design Criteria for Stormwater Management Systems.
8. The existing on-site detention basin was designed using the previous LCDC Standards. The Petitioner should work with the Drain Commissioner to determine if their existing detention pond will need to be revised to conform to the new standard. Evidence of approval from the LCDC should be provided to the Township prior to final site plan review.
9. The final site plan must include SESC measures for review and approval. SESC details should be included and should match LCDC Standards.
10. The LCDC requires that the "Land Use Summary Table" found in Appendix J of their updated LCDC Procedures and Design Criteria for Stormwater Management Systems be included on the cover sheet of the construction plans.
11. CB 132B on the storm sewer calculations is labeled as FES 303 on the utility plans.

The Brighton Area Fire Authority Fire Marshal had no outstanding issues.

The call to the public was opened at 6:42 pm.

Ms. Jamie Schingeck of 4441 Aster Boulevard is concerned with the different lifestyles of the two developments. Their association is condominiums and the proposal is for single-family homes. She does not see anything in the by-laws where the lawn maintenance will be done by the association to avoid her hearing lawn mowers on different days of the week.

Ms. Marie Graves of 4082 Hampton Ridge Blvd is on the Board of Hampton Ridge. They currently put their snow at the end of Aster Boulevard so if the road is extended, where will they

put it? Who will incur the costs of the installation of speed bumps and how will they affect the snow removal?

Ms. Chantell Farley of 4109 Hampton Ridge Blvd is concerned with the safety of the increase in traffic. If there is going to be additional police presence due to the traffic and if so, who will pay for it?

The call to the public was closed at 6:49 pm.

The commissioners asked for details of the traffic study report. Mr. Perry reviewed the results and the proposed traffic calming measures in the report. If the traffic engineer determines that there is a need for any of these, then it would be paid for by the developer.

Commissioner McBain noted that the maintenance of the calming measures will have to be paid for by the individual associations. The speed bumps will need to be replaced in 8-10 years.

Commissioner Dhaenens noted that this proposal is less dense than what was originally approved. It was always proposed to connect the two developments. Commissioner McBain stated this is a different project because the demographics of who will be purchasing these single-family homes is different than who would purchase condominiums. This will change the activities in this development and the types of traffic. She is not against this proposal, but would like these issues to be addressed.

Chairman Grajek noted that the traffic study that was recently done considered the type of residential units that are proposed.

Commissioner McBain asked to confirm that the lawn maintenance of the new development of single-family homes will be maintained by the association so it would all be mowed at the same time. She also asked about the landscape buffer between the two developments. Mr. Perry stated there is no requirement in the new association's master deed for lawn maintenance to be completed by the association. With regard to the buffer zones, there is a requirement to install a drain pipe so some existing trees will be removed. None of the trees in the buffer along the other side will be removed.

Chairman Grajek would like clarification regarding the lawn maintenance. Ms. Ruthig stated that staff and the attorney have received the documents so in order to provide clarification, the documents will have to be reviewed again.

Commissioner Dhaenens is concerned with the traffic and the proposed traffic calming measures. He understands the developer will install them, but the existing association will have to pay to maintain them. He would like this to be confirmed. Mr. Perry stated if the speed bumps are constructed out of concrete instead of asphalt, they will last longer than 8-10 years.

Ms. Ruthig will need to confirm that the Township can require the developer to make improvements on a private road. Also, the existing association will have to vote if they will allow the installation of the speed bumps.

Commissioner McBain also wants to ensure that the construction traffic does not travel through the existing development. Commissioner Chouinard agrees. Mr. Perry stated this requirement can be placed on the construction documents.

Commissioner McCreary would like to have these details resolved prior to it being approved. The questions still remain about the lawn maintenance, the cost of the traffic calming measures, etc.

Commissioner Chouinard suggested asking the Brighton Area Fire Authority if they would approve the installation of a gate between the two developments, which would eliminate the traffic issues.

There was further discussion between the Commissioners and they would like clarification on the items discussed this evening as well as the ones that are listed in Mr. Borden's letter.

**Moved** by Commissioner Dhaenens, seconded by Commissioner Chouinard, to postpone Public Hearing #1, an amendment to the Summerfield Pointe Planned Unit Development Agreement, preliminary condominium site plan and environmental impact assessment to reduce the project from 140 attached condominiums to 102 single family detached homes and 12 attached condominiums until the May 8, 2023 Planning Commission meeting. **The motion carried unanimously.**

NEW BUSINESS:

**OPEN PUBLIC HEARING #2...**Consideration of an environmental impact assessment and site plan for a proposed 7,865 sq. ft. medical office building on a vacant parcel of land (4711-13-100-046) located on the north side of Grand River Avenue, east of Euler Road. The request is petitioned by Stephen Tait.

- A. Recommendation of Environmental Impact Assessment (2-22-23)
- B. Disposition of Site Plan (3-22-23)

Mr. Scott Tousignant of Boss Engineering and Mr. Joe Chidester of Schafer Construction were present.

Mr. Tousignant provided a detailed review of the project, including the access drive, utilities, landscaping, and lighting. They agree with the township planner's comments regarding the Dumpster enclosure material. With regard to the concerns raised regarding the wall signs, they understand they would have to seek a variance. For the monument sign, they are aware there is an easement for water and sewer utilities here; however, they would like to put the monument

sign on the edge of the easement. They know the risk that it would have to be removed in the case the utilities need to be accessed. They will ensure it is in accordance with the easement restrictions.

Mr. Borden reviewed his letter dated April 4, 2023, noting that Mr. Tousignant has addressed many of his concerns in his letter.

1. The Commission has discretion to reduce the spacing between commercial driveways based on preexisting conditions, which has been approved by the Livingston County Road Commission.
2. The Commission should consider any comments provided by the Township Engineer and/or the Brighton Area Fire Authority with respect to vehicular circulation.
3. The Commission may modify the landscaping requirements for the front yard greenbelt due to the presence of utility easements. There is ample landscaping throughout the site to offset the discrepancy in the front yard.
4. The colored CMU on the exterior of the waste receptacle enclosure must match the color of the principal building.
5. The plans identify more wall signs than allowed by Ordinance.
6. For the applicant's reference, electronic message signs are subject to the provisions of Section 16.07.04.
7. The applicant must confirm that a monument sign is allowed within the utility easement (if one is desired).
8. A sign permit must be obtained prior to installation of any signage (i.e., site plan approval does not constitute approval of the signage depicted in the submittal).

Ms. Byrne reviewed her letter dated April 3, 2023.

1. The site plan shows a proposed fire suppression line, domestic water service, and hydrant. MHOG Sewer and Water Authority will require that the fire suppression line be in a 25-foot public utility easement up to the shut-off valves near the building. After site plan approval, construction plans should be submitted to MHOG for their review and approval prior to construction. The MHOG utility department will need to witness any live taps into the existing water main.
2. The proposed retention pond has its overflow directed towards the neighboring property to the east. Currently the area it would overflow to is a mostly undeveloped landscaping area, but the retention pond should be monitored in the future to ensure it is functioning properly and not overflowing to the neighboring property, but based on the tests that were done, this is not anticipated.

The Brighton Area Fire Authority Fire Marshal's letter dated March 29, 2023 stated all of his previous comments have been addressed. Additional comments will be given during the building plan review process.

The call to the public was made at 7:53 with no response.

**Moved** by Commissioner Dhaenens, seconded by Commissioner Lowe, to recommend to the Township Board approval of the Environmental Impact Assessment dated February 22, 2023 for a proposed 7,865 sq. ft. medical office building on a vacant parcel of land (4711-13-100-046) located on the north side of Grand River Avenue, east of Euler Road. **The motion carried unanimously.**

**Moved** by Commissioner Dhaenens, seconded by Commissioner Lowe, to recommend to the Township Board approve the Site Plan dated March 22, 2023 for a proposed 7,865 sq. ft. medical office building on a vacant parcel of land (4711-13-100-046) located on the north side of Grand River Avenue, east of Euler Road, conditioned upon all the items of section A. Summary in the Township Planner's letter dated April 4 be addressed. **The motion carried unanimously.**

**OPEN PUBLIC HEARING #3...**Consideration of a sketch plan for a proposed 3-sided covered accessory structure to allow for year-round use of the existing Tap-Ins driving range. The property is located at 4444 E. Grand River Avenue, south side of Grand River Avenue, east of Latson Road. The request is petitioned by Cate Martin.

Mr. Scott Tousignant of Boss Engineering and the applicant, Cade Martin, were present.

Mr. Tousignant provided a review of the proposal. They would like to install a covered structure adjacent to the building, install the public sidewalk, and plant additional trees at the front of the property.

Mr. Borden reviewed his letter dated April 4, 2023.

1. The accessory structure meets ordinance requirements as it is affiliated with a principal use.
2. The proposed structure height is within that allowed for conventional accessory structures.
3. The proposed structure is located well outside of minimum PRF setback requirements.
4. Site improvements are proposed as part of the project (greenbelt landscaping and pedestrian pathway construction).
5. The Commission should consider any comments provided by the Township's engineering consultant.

Ms. Byrne's letter dated April 3, 2023 states "Since an existing water valve is within the limits of the proposed sidewalk the top section of the valve box should be removed and replaced with a valve box designed for use within the sidewalk, such as the EJ SELFLEVEL valve box top."

The Brighton Area Fire Authority Fire Marshal has no concerns regarding this project.

The call to the public was made at 8:00 pm with no response.

**Moved** by Commissioner McCreary, seconded by Commissioner Dhaenens, to approve the sketch plan for a proposed 3-sided covered accessory structure to allow for year-round use of the existing Tap-Ins driving range at 4444 E. Grand River Avenue, south side of Grand River Avenue, east of Latson Road as this Commission finds the accessory structure is allowable and adheres to Section 11.04.01 of the Zoning Ordinance and the maximum height meets Section 11.04.02 of the Zoning Ordinance. This approval is conditioned upon the following:

- The applicant will comply with the Township Planner's remarks regarding and #4 of his letter dated April 4, 2023
- The applicant will comply with the Township Engineer's report dated April 3, 2023.
- The applicant shall submit a site plan from Boss and it shall be maintained by the Township.

**The motion carried unanimously.**

**OPEN PUBLIC HEARING #4...**Consideration of an environmental impact assessment and amended Final PUD grading plan for proposed site grading. The request is petitioned by Tom Tocco, Trinity Health.

- A. Recommendation of Environmental Impact Assessment (2-24-23)
- B. Disposition of Amendment to the approved Final PUD Site Plan (2-24-23)

Mr. Dino Lekas of Smith Group, the landscape architect, and Ms. Tiffany Spano of Trinity Health provided a review of the future community farm. The original site plan showed a different location for the farm; however, it was determined that this area would be a better location, so they developed a new grading plan that was not shown on the original plan. This will also allow for the dirt that is moved during construction of the building to remain on site.

Mr. Lekas provided the following regarding the Planner's comments:

- Buffer zone and the tree removals - an additional 3.5 acres of small trees and shrubs will be removed. This will bring them close to the 25 percent allowable clearance. They are at 24 percent.
- The potential farm building is a "placeholder" on the plans in case in the future they would like to have one installed. It is not being proposed at this time and can be removed.
- They have obtained the permit for the construction road.
- They will seal the documents as requested.

Mr. Borden reviewed his letter dated April 6, 2023.

1. The applicant must address any technical comments provided by the Township Engineer.
2. The proposal entails a significant expansion of the "community farm" area depicted on the approved PUD plans.
3. Due to the new location, it will greatly reduce the buffer area between the site and existing development to the east.



4. The proposal will result in the removal of several trees, though the submittal does not identify the exact (or estimated) quantity.
5. The submittal notes a potential location for structures that are not described/depicted in the PUD Agreement or the approved PUD plans. As suggested by Mr. Lekas , he recommends removing it from the plans.
6. The proposed construction road likely requires approval from the Road Commission.
7. Given the nature of the project, the plans need to be signed/sealed by a professional engineer.

Ms. Byrne has no engineering-related concerns with the project.

The Brighton Area Fire Authority Fire Marshal has no concerns regarding this project.

Ms. Spano stated Trinity has community farms at their other facilities. They use it as a community garden, patients use it for rehabilitation, the vegetables are served to the patients in the hospital, and it helps with their carbon footprint.

Commissioner Chouinard complimented the applicant for keeping the material on site.

The call to the public was made at 8:15 pm with no response.

Commissioner McCreary would like the applicant to add a tree buffer between this area and the adjacent residential property. Ms. Spano agrees. She recommended determining what should be planted after the grading has been completed. Commissioners agreed and recommended it be approved by Township Staff.

**Moved** by Commissioner Lowe, seconded by Commissioner Dhaenens, to recommend to the Township Board approval of the Environmental Impact Assessment dated February 24, 2023 for site grading for Trinity Health. **The motion carried unanimously.**

**Moved** by Commissioner McCreary, seconded by Commissioner McBain, to approve the Amendment to the approved Final PUD Site Plan dated February 24, 2023 for site grading for Trinity Health conditioned upon staff approval of additional tree plantings on the eastern side to buffer the neighboring property. **The motion carried unanimously.**

**OPEN PUBLIC HEARING #5...**Consideration of an environmental impact assessment and site plan for proposed site grading on a 4.32-acre vacant parcel (4711-06-200-101) on the north side of Grand River Avenue, just west of Char-Ann Drive. The request is petitioned by Chestnut Development.

- A. Recommendation of Environmental Impact Assessment (3-2-23)
- B. Disposition of Site Plan (2-10-23)

Mr. Allan Pruss of Monument Engineering Group and Brad Opfer of Chestnut Development were present. Mr. Pruss provided a review of the project, which will be to regrade the site and remove the guardrail along Grand River. The comments noted by the Township Planner will be addressed on the grading plan. They do not anticipate the need for stockpiling and staging; however, if it is, they have shown it on the plans.

The call to the public was made at 8:31 pm with no response.

Mr. Borden reviewed his letter dated April 4, 2023.

1. In accordance with Section 13.01, the Planning Commission has review and approval authority over the site plan for grading and tree removal.
2. Since the project only entails site engineering at this time, the applicant must address any comments provided by the Township Engineer.
3. He noted that the applicant has provided details of the stockpile and staging areas.
4. The silt fence line may need to be slightly adjusted to ensure protection of three trees that are to be preserved along the west and north sides of the limits of disturbance. Mr. Pruss advised that he will address these concerns.

Ms. Byrne reviewed her letter dated March 30, 2023.

1. The grading plan appears to be filling in an existing detention pond area and adjusting the outlet rim elevation. As the site is currently undeveloped, this change won't have a major impact on the downstream storm system. When the site is developed in the future it will need to have a new storm management system designed and would need MDOT approval to outlet to the Grand River storm sewer.
2. She noted the applicant has addressed the existing storm pipes shown on the survey plan but missing on the proposed grading plan.
3. The existing water main is shown on the survey plan but should also be clearly shown on the grading plan.

The Brighton Area Fire Authority Fire Marshal has no concerns regarding this project.

Commissioner McCreary questioned the trees along Char-Ann and Turning Leaf that have blue tags. Mr. Pruss stated there is 20 feet of greenspace from the end of pavement on Char-Ann to their property line and they will not be grading within the first 50 feet of their property, so this is almost 80 feet of trees and brush that will remain. She does not want to see those trees removed now since there is no plan to develop the site at this time. Mr. Pruss and Mr. Opfer agreed not to remove the trees.

**Moved** by Commissioner Lowe, seconded by Commissioner Dhaenens, to recommend to the Township Board approval of the Environmental Impact Assessment submitted by Chestnut Development dated March 2, 2023 for proposed site grading on a 4.32-acre vacant parcel

(4711-06-200-101) on the north side of Grand River Avenue, just west of Char-Ann Drive. **The motion carried unanimously.**

**Moved** by Commissioner Lowe, seconded by Commissioner Dhaenens, to approved the Site Plan submitted by Chestnut Development dated February 10, 2023 for site grading on a 4.32-acre vacant parcel (4711-06-200-101) on the north side of Grand River Avenue, just west of Char-Ann Drive, conditioned upon the trees to the north side of the property as discussed this evening shall not be removed per the revised diagram submitted this evening and final approval to be done by Township Staff. **The motion carried unanimously.**

ADMINISTRATIVE BUSINESS:

**Staff Report**

Ms. Ruthig stated there will be May and June Planning Commission meetings.

She advised that Staff may begin requesting demarcation signs be installed for wetlands in new developments. The developer does not encroach into the wetlands per the plans, but homeowners are not aware where the wetlands are adjacent to their property and sometimes mow their lawn into them, etc.

**Approval of the February 13, 2022 Planning Commission meeting minutes**

Needed changes were noted.

**Moved** by Commissioner McCreary, seconded by Commissioner Lowe, to approve the minutes of the February 13, 2022 Planning Commission Meeting as corrected. **The motion carried unanimously.**

**Member Discussion**

There were no items to discuss this evening.

**Adjournment**

**Moved** by Commissioner McCreary, seconded by Commissioner Lowe, to adjourn the meeting at 9:02 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas, Recording Secretary