

**GENOA CHARTER TOWNSHIP
PLANNING COMMISSION
PUBLIC HEARING
March 10, 2025**

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, Tim Chouinard, Glynis McBain, Marianne McCreary, Greg Rassel, and Eric Rauch. Absent was Bill Reiber. and. Also present were 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 Rauch, supported by Commissioner McCreary, 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 pm.

Ms. Debra Beattie of 3109 Pineview Trail asked how to contact the Planning Commission members. Ms. Ruthig advised communications should be sent to her and she will forward it to the members.

The call to the public was closed at 6:32 pm.

OPEN PUBLIC HEARING #1... Consideration of an amendment to the Summerfield Pointe Planned Unit Development agreement, final condominium site plan and environmental impact assessment to convert the project from (140-units) attached condominiums to single family detached homes (108-units). 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

B. Recommendation of Environmental Impact Assessment (02-14-25)

C. Recommendation of Final Site Plan (02-14-25)

Mr. Wayne Perry of Desine Engineering and Mr. Garret Steel, representing the developer, were present. Mr. Perry stated they are requesting final approval to convert the attached condominium units to single-family site condominiums. They have addressed the comments made by the consultants.

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Mr. Borden reviewed his letter dated March 5, 2025 noting that his previous comments have been addressed.

Private Road Review (Section 15.05):

1. There are conditions present that warrant consideration of a private road (as opposed to public), which may be allowed via the PUD.
2. The applicant must address any comments provided by staff or the Township Attorney with respect to the Private Road Maintenance Agreement.
3. The PUD Agreement seeks dimensional deviations from conventional private road requirements for easement width, horizontal curve radius, and roadway width.
4. The design and construction requirements are subject to review and comment by the Township Engineer and Brighton Area Fire Authority.
5. The applicant must maintain 15 feet of overhead tree clearance within the width of the pavement.

Final Condominium Plan Review:

1. The applicant must address any comments from staff or the Township Attorney on condominium documents and/or PUD Agreement (our previous comments have been addressed).
2. The plans are consistent with the amended and approved PUD.
3. The Commission should consider any comments provided by the Township Engineer and/or Brighton Area Fire Authority.

Ms. Byrne reviewed her letter dated March 3, 2025.

1. The labeling on the grading, utility, and utility easement plans should be reviewed. There appears to be hydrant and manhole labels where no hydrants or manholes are proposed, and some valves seem to be mislabeled.
2. Rim elevation for MH 505, MH 511, and MH 501 should be shown and checked. MH 505 and MH 501 appear to have different elevations than stated in the storm sewer calculations.
3. The Livingston County Drain Commissioner (LCDC) has provided comments on the proposed final site plan. Approval from the LCDC should be obtained and provided to the Township for their records.
4. An additional valve will need to be added along Summer Ridge Drive to ensure no more than two hydrants will be put out of service when isolating a section of water main. Maximum distance between valves should be 800 feet per MHOG requirements.
5. After final site plan approval, the petitioner will be required to submit private road construction plans to the Township for review and approval. 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. The proposed speed limit should be addressed in the plans.

The Brighton Area Fire Authority Fire Marshal's letter dated March 3, 2025 states the applicant has addressed all his previous concerns.

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Commissioner McCreary asked when the Master Deed and by-laws need to be submitted to the Township. Ms. Ruthig stated the final documents must be submitted to her prior to the Board meeting. Any changes requested by the Planning Commission should be stated this evening.

Commissioner Rauch advised the public that the Township has not seen this project in approximately 1 ½ years, but there were significant reviews and discussions with the applicant in the past. In 2022 and 2023 it was reviewed and discussed three times by the Planning Commission and then the Township Board reviewed and approved the preliminary submittal.

Mr. Perry showed the proposed site plan and explained what will be built. There will now be three separate condominium associations; the original one, one for the 102 single-family homes, and then one for the three new condominium buildings that will be built.

The call to the public was opened at 6:47 pm.

Ms. Jamie Schingeck of 4441 Aster Boulevard thanked the Planning Commission and Mr. Healy for listening to her concerns in 2022 and 2023. One item was that lawn maintenance would only be done one day per week. She is still concerned how a lawn maintenance company is going to be able to maintain all of those properties doing it only once per week,

Ms. Maria Belcher of 4082 Hampton Ridge, who is on their board, is concerned with the area on the map labeled Open Space. There will be some trees planted, but because of the different lifestyles of the two communities, they are requesting that a fast-growing hedgerow be planted. She also requested that they trim the oak trees in the winter. She asked where the snow will be placed. She does not want it pushed to the open space and put on top of the storm drains.

The call to the public was closed at 6:53 pm.

Commissioner McCreary asked when construction would begin. Mr. Perry stated there are additional permits that will be required, so it could be six to seven months. She asked what assurance can be given that any oak trees will only be trimmed in the winter months. Ms. Byrne stated they are only allowed to cut oak trees during the permitted times.

Commissioner McBain is concerned with only three buildings being their own association. There will be less residents to share the costs. It will be disproportionate from the other associations. She asked if those three buildings could be added to the existing one. She also asked that one trash removal company be contracted for all of the residents. Ms. Ruthig advised that language is in the documents; however, at this time, trash removal is done by the township.

Commissioner Rauch asked if the petitioner would plant 14 conifer trees instead of the tulips and maples proposed so it can offer year-round visual protection from the adjacent community. Mr. Perry agreed to change the type of trees that are planted.

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Moved by Commissioner Rauch, supported by Commissioner Rassel, to recommend to the Township Board approval of the PUD Agreement for Summerfield Point Planned Unit Development as this Planning Commission finds that the private road requirements of Section 15.05 of the zoning ordinance are met. This recommendation is made with the following condition:

- The comments in the PUD Agreement shall become codified prior to the final submittal.

The motion carried unanimously.

Moved by Commissioner Rauch, supported by Commissioner Rassel, to recommend to the Township Board approval of the Environmental Impact Assessment dated February 14, 2025 for Summerfield Point Planned Unit Development. **The motion carried unanimously.**

Moved by Commissioner Rauch, supported by Commissioner Rassel, to recommend to the Township Board approval of the Final Site Plan dated February 14, 2025 for the Summerfield Point Planned Unit Development, with the following conditions:

- The site plan shall be updated with the comments from the Township Engineer's letter dated March 3, 2025.
- The requirements of the Brighton Area Fire Authority and the Livingston County Drain Commissioner shall be met prior to the issuance of a land use permit.
- The 14 trees proposed to be planted in the open space in the northwest corner of the development shall be swapped for 14 coniferous trees.
- The easement deviation, the road width deviation, and the horizontal curve deviation are acceptable to the Planning Commission

The motion carried unanimously.

Chairman Grajek thanked the applicant for working with the neighbors and the Township.

OPEN PUBLIC HEARING #2.... Consideration of a special use, site plan and environmental impact assessment for a proposed 15,231 building addition and parking lot of improvements for Three 60 Roto. The property is located at 741 Victory Drive, on the east side of Victory Drive, south of Grand River Avenue. The request is submitted by Neil Ganshorn, Rand Construction.

A. Recommendation of Special Use Application

B. Recommendation of Environmental Impact Assessment (01-21-25)

C. Recommendation of Site Plan (02-18-25)

Mr. Neil Ganshorn of Rand Construction and Jeff Osliger, representing the applicant, were present. They are proposing to expand the rear of their existing building. Mr. Ganshorn showed the site plan and described the proposed changes. They will be changing the grading to help with stormwater management so they will be removing and replacing the existing asphalt.

Mr. Borden reviewed his letter dated February 28, 2025.

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1. The special land use standards of Section 19.03 are generally met, though the applicant must address any comments provided by the Township engineering consultant or Brighton Area Fire Authority.
2. There is more siding proposed for the addition than what is allowed. The Commission may modify the building material requirements for metal siding since it will match the existing building.
3. The applicant should be prepared to present material and color samples for the Commission's consideration. Colored renderings were shown.
4. The existing building lights do not comply with current standards, so the Commission may require upgrades as part of this project.
5. There is a single photometric reading above the Ordinance maximum of 10 footcandles.
6. He is requesting the applicant provide the required buffer zone plantings; however, he is recommending that the wall/berm requirement be waived based on the preservation of existing mature vegetation.
7. The landscape plan requires correction for the location of one tree, which is shown to be inside the building.
9. The Commission may allow the waste receptacle location to remain as an existing nonconforming condition and not require this to be redone to comply. He noted that the site has a lot of vegetation and is well screened.

Ms. Byrne stated the petitioner has addressed her concerns from her previous review; however, she reviewed her notes from her March 3, 2025 letter.

Parking Lot

1. Genoa Township Engineering Standards require that concrete curb and gutter should be a minimum of 2-foot wide, but a 1.5-foot curb is proposed. Since the existing parking lot is being repaved and the proposed curb detail matches existing conditions we have no concern with the proposed curb detail.

Drainage and Grading

1. The proposed improvements include a water quality control pond to collect storm flow from a portion of the site and detain flow prior to outletting to the existing wetlands to the north. Since the existing parking lot and impervious surface is remaining mostly unchanged, the proposed pond improvements should be adequate to address any storm impacts from the proposed improvements.
2. The applicant will need to obtain approval for the water main that will be installed for the fire hydrant in the northeast corner as required by the Brighton Area Fire Department.

The Brighton Area Fire Authority Fire Marshal's letter dated February 26, 2025 states the applicant has addressed all his previous concerns.

The call to the public was opened at 7:29 pm with no response.

Commissioner Rauch stated this is an example of the right business in the right location with the right amount of buffering. He noted that the property is well kept.

Moved by Commissioner Rauch, supported by Commissioner Chouinard, to recommend to the Township Board approval of the Special use Application for the 15,231 square foot building addition and parking lot of improvements for Three 60 Roto of 741 Victory Drive. **The motion carried unanimously.**

Moved by Commissioner Rauch, supported by Commissioner Chouinard, to recommend to the Township Board approval of the Environmental Impact Assessment dated January 21, 2025 for the 15,231 square foot building addition and parking lot of improvements for Three 60 Roto of 741 Victory Drive. **The motion carried unanimously.**

Moved by Commissioner Rauch, supported by Commissioner Chouinard, to recommend to the Township Board approval of the Site Plan dated February 18, 2025 for the 15,231 square foot building addition and parking lot of improvements for Three 60 Roto of 741 Victory Drive, with the following conditions:

- This Planning Commission finds that the building materials and the deviation requested tonight are acceptable as they match the existing building facade and are in a location where the addition is completely screened from public view.
- Updates shall be made to the landscape plan, including the depiction of the one tree located inside the building.
- This Planning Commission that a deviation from the wall and berm requirements in the landscape ordinance is not necessary due to existing topography and vegetation on the site.
- The landscaping plan be updated to meet the ordinance with regard to the number and location of plantings
- The existing building-mounted site lights shall be brought into compliance.
- The photometric plan shall be updated to address the one area of over exposure
- The existing waste receptacle location is satisfactory as it is in the back of a property and outside the view of the public.
- The curb and gutter details are acceptable as they match the existing, even though they do not meet the Township's engineering standards.

The motion carried unanimously.

OPEN PUBLIC HEARING #3... Consideration of Zoning Ordinance text amendments to Article 7 "Commercial and Service Districts", Article 14 "Parking and Loading-Unloading Standards" and Article 18 "Site Plan Review" in regards to drive through restaurants.

A. Recommendation of Zoning Ordinance Amendment to Article 7 "Commercial and Service Districts", Article 14 "Parking and Loading-Unloading Standards" and Article 18 "Site Plan Review".

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Ms. Ruthig stated the changes were made based on the Planning Commission's comments at the previous meeting. Mr. Borden reviewed the changes, and the Commission requested one change.

The call to the public was made at 7:41 pm with no response.

Moved by Commissioner McCreary, supported by Commissioner Chouinard, to recommend to the Township Board approval of the Zoning Ordinance Amendment to Article 7 "Commercial and Service Districts", as submitted and amended this evening, changing "residential" to "residential zoning". **The motion carried unanimously.**

Moved by Commissioner McCreary, supported by Commissioner Chouinard, to recommend to the Township Board approval of the Zoning Ordinance Amendment to Article 14 "Parking and Loading-Unloading Standards". **The motion carried unanimously.**

Moved by Commissioner McCreary, supported by Commissioner Chouinard, to recommend to the Township Board approval of the Zoning Ordinance Amendment to Article 18 "Site Plan Review". **The motion carried unanimously.**

OPEN PUBLIC HEARING (REQUEST TO BE POSTPONED TO THE APRIL 14, 2025

PLANNING COMMISSION MEETING)... Consideration of a Zoning Ordinance text, amendments to Article 13 entitled "Environmental Protection Regulations".

A. Recommendation of Zoning Ordinance Amendments to Article 13 entitled "Environmental Protection Regulations".

Moved by Commissioner Rassel, supported by Commissioner Chouinard, to postpone the Consideration of a Zoning Ordinance text, amendments to Article 13 entitled "Environmental Protection Regulations" until the April 14, 2025 Planning Commission meeting. **The motion carried unanimously.**

OPEN PUBLIC HEARING #5...Review and comment of Master Plan Update Scope and Community Engagement Strategy.

Ms. Ruthig stated that the Township Board has approved a budget to spend on the Master Plan Update. They are looking for feedback on how to do the public engagement before a final proposal is provided, reviewed and approved.

Ms. Jill Bahn of Giffels Webster was present. She stated that the plan is being opened up to review a specific area of the Township; however, the Board would like them to look at other items in the plan. Instead of having a town hall meeting, she suggested making the engagement part a short survey that residents can do on their phones or computers. It will be put out to the community to get a more broad-based participation. They have developed an online platform to be used for the Master Plan review process.

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The Commission, staff and Ms. Bahn discussed the different tools that can be used for community engagement. Commissioner Rauch would like to see a communications plan, including what tools will be used at what time during the process, and what is the goal of the engagement. He suggested having a free give-away for completing the survey and including a map showing the Genoa Township boundaries would be helpful.

Commissioner Rauch thanked Ms. Bahm and her firm for the hard work that was done on the previous Master Plan.

The call to the public was opened at 8:08 pm

Mr. Jeff Dhaenens of 5494 Sharp Drive stated there is a group who is very concerned about Latson Road, so there will be a lot of engagement. The challenge would be to receive input from other people regarding other parts of the Township.

Ms. Melanie Johnson of 3990 Chilson Road wants more people involved. She suggested the Township speak to the Livingston County Economic Council for assistance.

Ms. Debra Beattie stated that Supervisor Spicher would like to see at least 2,000 residents respond to a survey. She noted that the new My Genoa App will be forthcoming and that it could be used to engage more people.

The call to the public was closed at 8:13 pm.

Commissioner McBain stated that the public says what they do not want in the Township, but they do not say what they want. She liked the original PUD that was planned for Latson Road instead of homes, which would bring more traffic and more burden on the school system.

ADMINISTRATIVE BUSINESS:

Staff Report

Ms. Ruthig stated there will be two items on next month's agenda.

Approval of the February 10, 2025 Planning Commission meeting minutes

Moved by Commissioner McCreary, seconded by Commissioner Chouinard, to approve the minutes of the February 10, 2025 Planning Commission Meeting as presented. **The motion carried unanimously.**

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Member Discussion

Chairman Grajek and Commissioner Rauch will be at the Town Hall Meeting on Wednesday. Commissioner McBain suggested having minutes or notes taken at the Town Hall for people who are unable to attend.

Adjournment

Moved by Commissioner Rassel, seconded by Commissioner Rauch, to adjourn the meeting at 8:32 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas, Recording Secretary