

**CHARTER TOWNSHIP OF COMMERCE
PLANNING COMMISSION MEETING**

Monday, October 1, 2012
2009 Township Drive
Commerce Township, Michigan 48390

CALL TO ORDER: Tom Jones, sitting in as Chairperson, called the meeting to order at 7:00pm.

ROLL CALL: Present: Tom Jones, Vice Chairperson
Brian Winkler, Secretary
Bill McKeever
Debra Kirkwood
Jay Czarnecki
Peter Pace
Absent: Larry Haber, Chairperson (excused)
Also Present: Kathleen Jackson, Planning Director

APPROVAL OF MINUTES

MOTION by Kirkwood, supported by Pace, to approve the Planning Commission Meeting Minutes of August 6, 2012, as written.

MOTION CARRIED UNANIMOUSLY

UPDATE OF ACTIVITIES

Debra Kirkwood – Township Board of Trustees

- The last meeting was brief and there were no major topics of discussion.
- Planning Commission appointments were tabled to allow for questions to be addressed.

Bill McKeever – Zoning Board of Appeals

- Kroger came before the Board for a variance regarding a door on the Commerce Road side façade.
- There was an error in the posting so they will be coming in again tomorrow.

Brian Winkler – Downtown Development Authority

- The DDA had a short meeting in September.
- The Township Board approved the DDA budget.
- The condominium documents were also approved. These were drafted for the overall oversight of the Martin Parkway.

Kathleen Jackson - The PUD and the condominium documents will be before the Planning Commission at the November meeting for a review and recommendation to the Township Board. These will be sent out in advance as they are somewhat lengthy.

Peter Pace – Parks and Recreation Committee

- With the cooperation of the Board of Trustees, the Committee is holding a contest in October to name the new sledding hill.
- The sledding hill is located next to the sewer treatment plant.

PUBLIC DISCUSSION OF MATTERS NOT ON THE AGENDA

None

ITEM I: SP12-25-24 – DAN LUBLIN – PARKING LOT

Daniel Lublin of Walled Lake MI is requesting site plan approval to construct a parking lot located on the south side of Maple between Haggerty and Welch Roads.

Sidwell No.: 17-25-453-012

Kathleen Jackson, Planning Director gave a review. She noted a correction to page 3 of the Planner's report, on Item 6. to change 200 to 100 as follows: *Additional 100 evergreen shrubs planted along the Maple road frontage; and ...*

She also noted that there was a miscalculation in the previous occupancy for the covered roof portion of the Uptown Grille. It was originally indicated as 165 but is actually 411. On the weekend, you may have noticed some runoff parking occurs. This will provide for valet parking use. She added that the Fire Department had also reviewed the request but had no comments.

Daniel Lublin, 2680 East West Maple Road, Commerce Township, was present to address the proposal along with Bennett Lublin and Ryan Adams.

Daniel Lublin - The report explained pretty well what we are doing. We already have a lease with the party to the east and this will be in addition to what he needs for parking. I believe we have accommodated all the required needs.

Commission Comments:

McKeever - I'm fine with this as proposed, as long as the seven items that were addressed within the report are included.

Kirkwood - Will there be any issue with obtaining the DEQ permit?

Kathleen Jackson - That is one of the items that this is subject to. It is premature at this stage to require the permit. I don't know if there will be any issues, but in this lot there is no encroachment. The site was flagged accordingly.

Czarnecki - No questions. Good with everything and agree with contingency upon the seven items.

Winkler - No comments.

Pace - This is pretty straightforward.

Jones - I agree.

MOTION by Pace, supported by Winkler, that the Planning Commission approves, with conditions, Item SP12-25-54, Dan Lublin - Parking Lot, the request by Daniel Lublin of

Walled Lake MI for site plan approval to construct a parking lot located on the south side of Maple between Haggerty and Welch Roads. Sidwell No.: 17-25-453-012 Approval is subject to the following conditions as specified in the Planner's Report dated September 27, 2012, including the corrections as made by the Planner herein:

1. The existing gravel drive to be abandoned; and
2. Approval by the Township and County Departments for the lot split; and
3. A variance being received for the parking in the front yard setback; and
4. Additional 2 trees installed along the Maple Road frontage; and
5. Approval by the RCOC and permitting, including for the plantings in the right of way; and
6. Additional 100 evergreen shrubs planted along the Maple road frontage; and
7. Subject to Giffels Webster report dated September 26, 2012

Approval is for the reason that the information submitted by the applicant and the information presented to the Planning Commission demonstrates that the proposed site plan meets the requirements and standards of the Commerce Township Zoning Ordinance.

MOTION CARRIED UNANIMOUSLY

ITEM II: DESIGN REVIEW STANDARDS

Kathleen Jackson requested direction from the Commission regarding updates to the Zoning Ordinance to include design standards for existing construction. She would meet with the attorneys to research potential for updating some of the guidelines into mandatory defensible requirements, while also striving to create language that would not inhibit general improvements. The restrictions could be tightened up a bit. She inquired with the Commission on their views regarding the need for increased control. Extensive discussion ensued regarding the corridor, overlays, related bonuses, guidelines for new construction, significant changes versus minor improvements, the design review manual, options, requirements, continuity/uniformity, quality, aesthetics, permits, budgeting, regulations and compliance with state statutes. After review, the Commission was in agreement that Kathleen Jackson should further pursue research with the attorneys regarding existing construction design review standards.

OTHER MATTERS TO COME BEFORE THE COMMISSION

Kathleen Jackson discussed parking at the R&M Plaza located at Union Lake and Cooley Lake Roads. Parking was recently added without approval from the Planning Commission. Letters of notice have been sent. If the Commission is in favor, this can be Administratively approved provided that it meets the Zoning Ordinance, along with all outstanding items meeting the Zoning Ordinance and the past approvals by the Planning Commission. The site was discussed including the recent improvements, zero vacancy, location of the dumpster, location of the septic field, and the adjacent residential that will be impacted by headlights of cars parking in the new spaces. Kathleen Jackson will recommend that a wall be built to shield the residential from the lights as space is insufficient for landscaping in that area. If necessary, she will return to the Planning Commission to address the situation. Otherwise, the Commission was in favor of allowing Kathleen Jackson to Administratively approve this matter to bring it into compliance with the Zoning Ordinance.

The next Planning Commission meeting will be Monday, November 5, 2012 at 7:00pm.

ADJOURNMENT

MOTION by Kirkwood, supported by McKeever, to adjourn the meeting at 7:41pm.

MOTION CARRIED UNANIMOUSLY



Brian Winkler, Secretary