

Springfield Township
Planning Commission Meeting
Minutes October 21, 2014

Call to Order: Chairperson Baker called the October 21, 2014 Business Meeting of the Springfield Township Planning Commission to order at 7:30 p.m. at the Springfield Township Civic Center, 12000 Davisburg Road, Davisburg, MI 48350.

Attendance:

Commissioners Present:

Dean Baker
Ruth Ann Hines
Dave Hopper
Bill Leddy
Kevin Sclesky
Linda Whiting
Neil Willson

Commissioners Absent

Consultants Present

Dick Carlilse, Planner, Carlisle Wortman, Associates

Staff Present

Collin W. Walls, Supervisor
Laura Moreau, Clerk

Approval of Agenda:

Commissioner Hines moved to approve the agenda as presented. Seconded by Commissioner Whiting. Voted yes: Baker, Hines, Hopper, Leddy, Sclesky, Whiting, Willson. Voted no: None. Absent: None. Motion Carried.

Public Comment: None

Consent Agenda:

1. Minutes of the August 19, 2014 Planning Commission meeting

Commissioner Willson moved to approve the minutes of the August 19, 2014 meeting as amended by changing the word “Lane” to “Land” on page 8. Seconded by Commissioner Leddy. Voted yes: Baker, Hines, Hopper, Leddy, Sclesky, Whiting, Willson. Voted no: None. Absent: None. Motion Carried.

Public Hearing: None

New Business:

1. Final Site Plan Approval, AT & T Wireless Tower, 5813 Terex Avenue, Clarkston, 48346, Parcel #U-07-26-126-010.

Ms. T.J. Garrett introduced herself to the Board as representing AT & T in this request. She stated that AT & T proposes to build a 175 feet monopole to be constructed at 5813 Terex. This pole is to be built for collocation as per the ordinance. This is an industrial property zoned M-2 and it is a permitted use. There were questions posed by the Planner regarding landscaping and removal agreement and Mr. Haley provided supplemental documents to address these concerns. The intent is for AT & T to provide additional service to their customers who live and drive through the Township. There was also a question about other collocation opportunities that they could use. There is a water tower at Columbiere which is about 1.1 miles away. But based on AT & T's current locations, this tank is too close and will not be in a location to provide the additional service that is needed.

Mr. Carlisle stated that this is a straight forward proposal and it is an allowed used in M-2 zoning. Mr. Carlisle summarized his review letter dated October 7, 2014. He stated that they are satisfied with the provided fall distance which is one half of the height of the tower. He stated that they provided the height of the equipment shelter which is ten feet. They typically ask for soils information prior to construction and this will be part of the construction permitting process and the applicant has agreed to this. The amount of traffic will be about a truck every month for maintenance. The applicant provided a removal agreement and a landscaping plan for the equipment shelter which is adequate. The closest collocation site is Shepherd's Hollow and it is approximately one mile away. The engineers develop their propagation maps through filling in holes and they look at distance and height. The collocation at Shepherd's Hollow would not be adequate to filling in the gaps in coverage and this is why the tower is proposed.

Chairperson Baker confirmed that since they had communication from an engineer that the tower would collapse upon itself, they can waive the requirement to have a setback that is equal to the tower height. He confirmed that the tower does not have a light.

Commissioner Hopper asked about the tower designs.

Ms. Garrett replied that they would supply the tower and manufacture designs as soon as the zoning is approved. It will be provided when they apply for the building permit.

Chairperson Baker asked what type of security is at the site.

Ms. Garrett answered that it is a chain link fence that surrounds the area and this is locked. When another carrier goes on the tower, they will daisy chain the lock so they can gain access.

Chairperson Baker asked what type of lighting was at the site.

Ms. Garrett replied that there is usually a motion sensor light right by the door. It has a cover on it so the light is directed downward.

Chairperson Baker asked if they received any comment from the Fire Chief on accessibility.

Supervisor Walls answered that he did not submit it to him because when you look at the aerial and the large gravel open area there is more than adequate maneuvering area for emergency vehicles. Supervisor Walls indicated that any motion should include approval of the removal agreement by the Township Attorney.

Commissioner Hopper asked how the generator that is shown on the plans is powered.

Ms. Garrett answered that it is powered by propane. It is there for emergency reasons.

Commissioner Hopper asked how they would be guaranteed that boats would not be parked on their access drive.

Ms. Garrett replied that the lease agreement covers that and does not allow it.

Commissioner Hopper confirmed that the tower was an allowed use in M-2.

Mr. Carlisle answered yes.

Commissioner Hopper moved to APPROVE the Final Site Plan for AT & T for a new cellular tower at 5313 Terex Avenue, Parcel #07-26-126-010 finding that:

- 1. Per Springfield Township Code of Ordinances, Section 40-648, Wireless Communication Facilities are permitted by right in M-1 which makes it is a permitted use in M-2**
- 2. Recommend reduce setback from public right of way for reduced fall zone as outlined in applicant's comments and request upon receipt of signed communication from a State Licensed Engineer regarding the fall zone**
- 3. Per Springfield Township Code of Ordinances, Section 40-649, accessory structure will not exceed ordinance requirements for height as applicant states that the structure will be 10 feet**
- 4. No building permits to be issued until submittal and approval of soil report and geotechnical design to Township Building Department**
- 5. No construction to commence until Township Supervisor and Township Attorney review and approve maintenance agreement and removal agreement from the applicant**
- 6. The applicant has demonstrated that public safety is enhanced with the installation of this tower and has shown that they are willing and prepared to allow collocation on this facility and has demonstrated that no existing towers will provide adequate coverage for their use**

Seconded by Commissioner Hines. Voted yes: Baker, Hines, Hopper, Leddy, Sclesky, Whiting, Willson. Voted no: None. Absent: None. Motion Carried.
Old Business:

1. Strategic Plan Committee Meeting Update

Chairperson Baker stated that they have had three or four meetings of this Committee consisting of Doug Lewan, Collin Walls, Laura Moreau, Neil Willson, Linda Whiting and himself. They have been talking about the Dixie corridor and the various segments that they are envisioning. They have divided the Dixie Corridor up into different segments. Commissioners were given a summary document of all the key concepts. He continued that they have worked on creating an alignment of ideas amongst themselves to be brought into alignment with the Planning Commission and Township Board. They would then engage the community in a way that fits.

Clerk Moreau provided an electronic presentation summarizing the Key Concepts of the Strategic Plan Committee.

Mr. Carlisle stated that this presentation and concepts puts them back on course for Dixie Highway. There were four key concepts he saw in the presentation including scale, design, walkability and image. These words determine the attractiveness of an area. These changes and design features don't happen overnight but you can begin to introduce recurrent images throughout the corridor. They should find ways for design elements to be introduced into private property and the corridor will begin to exhibit the key design elements as time goes along which will help develop the corridor. The design guidelines that were displayed demonstrate a code unique to Springfield Township. This could be seen as a form and site design code which is descriptive about the way that sites are going to be designed to get the image that you want. The Township can also work on incentives to offer to business so that it is a trade off and they get the design features that they want.

Commissioner Whiting stated that we need to focus on predictability; we need to give businesses examples of design elements that we want and show that we are willing to work with the businesses to make that happen through incentives.

Mr. Carlisle stated that the types of materials that the committee found to be attractive are materials that the committee are seeing a lot more of. Developers are starting to use more of these materials.

Commissioner Whiting stated that the Committee focused on Dixie Highway and then they would work on the strategic plan for the Township.

Clerk Moreau stated that it is hard to separate our vision for the Township overall from our goals and vision for the Dixie Corridor.

Mr. Carlisle stated that this presentation with the addition of some language has the necessary elements of design guidelines. He suggested adding words to the images, put them out and adopt them. Changes can be made to the guidebook later.

Clerk Moreau stated that the Committee wanted to get feedback from the Planning Commission. Then it can go to the Township Board for their feedback and after this, specifics can be added and amendments can be made. We can also work out some details on how to carry it out and we would enlist the help of Mr. Carlisle or Mr. Lewan. We had also talked about getting residents feedback. She suggested providing choices and have residents provide feedback on specific options instead of asking for general ideas and input.

Commissioner Leddy stated that he liked the concepts that the Committee has presented and agrees with the imagery that is being shown.

Commissioner Hines concurred. She asked what was going to happen with signs and suggested that they needed more information on signs before finalizing the concepts.

Clerk Moreau stated that the Committee determined that signage should be considered in the design guidelines but the committee has not worked out the specifics yet.

Commissioner Willson stated that there is a wide variety of opinion on signage.

Commissioner Baker stated that they need to discuss signs as an architectural element. There is also a revisit about signs in reference to the ordinance and developing language and clarity.

Clerk Moreau concurred. They are not ready to move ahead with style guidelines and there is work to be done.

Commissioner Hopper concurred with Mr. Carlisle and stated that they have done great work. There are some holes, but not many. It is clear and concise and it would give developers some guidance. There are some large parcels in the gateway zone that they should be ready for. He suggested that the area called the Village in Rochester is an excellent example of multi-use and layout design.

Commissioner Hines stated that she wasn't sure about asking for public input.

Supervisor Walls agreed with Clerk Moreau's suggestion and approach for resident input. They should provide choices that the public can weigh in on.

Mr. Carlisle stated that the Township has spent a lot of time talking about Dixie Highway and has been sitting back and waiting for something to happen. But, the Township can begin to do it themselves, for example, clean up their own welcome sign and make it represent their design criteria. It is a lot easier to point a developer to something that it already has in place than to describe it to them.

Commissioner Hines concurred.

Commissioner Baker stated that today was intended to be a check in. It was also suggested that we should use these concepts for a backbone for design guidelines that could be created. The Township Board has not seen this yet and he suggested that this now go to the Township Board to see if there was alignment that this direction is appropriate. If they respond favorably, we could use this as a jumping off point for a set of design guidelines that we could put in place in a short period of time. We could then make some choices to jump into some immediate projects to launch the design. He described the mood of the Commission as they have reached out to the community and its residents in a lot of different ways and it is difficult to organize their responses and make them into an action process. The Commission likes this direction and if they have alignment with the Board, the Township can start taking steps to demonstrate that this is our desired direction.

Commissioner Whiting asked if we get that alignment, is there anything that we can work into something that is already in process, for example, the church at the former Saturn dealership or the Mills property.

Supervisor Walls answered that the church plan is done. The two things that are in process are the Mills property and the Dixie Treasures, which is the old Whoopee Bowl property. He stated that the Journey Church was sent back to the Planning Commission from the Township Board and they are expecting it to be back in time to be on the November agenda.

Commissioner Baker asked if they need any formal motion regarding the Strategic Plan.

Clerk Moreau answered that they did not need a formal motion and if Chairperson Baker felt that his comments summarized the Commission's comments, they would proceed and would have the minutes to present to the Township Board.

Commissioner Baker concurred.

Commissioner Sclesky stated that he was in agreement.

2. Temporary & Seasonal Sales and Community & Civic Events – Discussion

Supervisor Walls stated that the document provided to the Commission was the result of a collaborative effort between himself and Clerk Moreau that was meant to separate what they have currently into distinct parts, and provide suggestions to focus the discussion. Temporary and Seasonal Sales should be different from Community and Civic Events and currently they are merged. This document separates those and there are samples of both in the document. Based on the success of the Davisburg Roadside Stand, there have been successful offshoots of the original permits given. The document summarizes general requirements and differences between the Temporary & Seasonal Sales and

Community & Civic Events Permit and some suggestions on signage. These were meant to be suggestions and if the Commission is in agreement, this would go to Doug Lewan to work into ordinance language. The current fee for a Temporary Sign is \$25.00.

Commissioner Baker asked about the dealership sales. He asked if it was in the dealership's best interest to come in and get a 6 month permit. He asked if you could get a permit for 6 months.

Supervisor Walls answered he hoped not. Every dealership has a sale all of the time, the difference is the tent.

Clerk Moreau stated that she had changed that to 4 months, but it is written in the document as 6 months. It was changed after a discussion with the Ordinance Officer.

Supervisor Walls stated that it was changed to 4 months, but he changed it back to 6 months. Davisburg Roadside Stand would have to get a renewal after 4 months.

Clerk Moreau stated that it doesn't seem like commercial businesses are going to be doing the 6 month permit. They could add some provisions that this could not apply. The seasonal sale is more geared toward businesses that don't already have a retail establishment. The seasonal sale is geared toward an operation that is seasonal.

Commissioner Leddy stated that the example page defines them separately, seasonal and temporary.

Supervisor Walls asked the Commission if the outline was the right direction.

Commissioner Hines stated that this was taking them in the right direction.

Commissioner Baker referred to the example page under Temporary & Seasonal Sales Permit. The dealership is defined as Temporary, not Seasonal.

Commissioner Whiting agreed with this approach. She asked about limiting the signage to Community and Civic Events to 5; she suggested allowing for more signs.

Clerk Moreau stated that additional signs can be allowed as written in the example.

Commissioners discussed the number of signs currently allowed and the number of signs proposed.

Clerk Moreau confirmed that the Ordinance Officer and Supervisor agree that they need to have a locations list of all of the temporary signs.

Commissioner Hines asked why.

Supervisor Walls stated that currently they have applicants that don't pay attention to the list that they submitted and if the Township has an approved list, they can take down the other signs.

Commissioner Hopper agreed with the proposed document.

Commissioners agreed that they would provide the document and comments to Doug Lewan to create ordinance language.

3. Sign Ordinance – Feedback and Discussion

Clerk Moreau stated that the issue of looking at sizes of signs has come up in the corridor discussions and had recently come up with the McDonalds and Kroger Fuel Station approval. She summarized a document that she provided to the Commission dated October 8, 2014. She suggested creating districts along areas like Dixie Highway and East Holly Road that would allow them to look at the style guidelines and the size and height of signs in this area. She asked if there was a general willingness to increase the size of signs in these areas and she also asked if there was a willingness to look at Business Center signs.

Commissioner Sclesky stated that they have talked about many of these items. Lowrie's Landscaping is an appropriate sign for location and speed of the road and the Kroger sign is not appropriate. The sign and lettering on the sign will distract drivers and the gas sign is hidden by landscaping. The new McDonalds sign is appropriately sized.

Mr. Carlisle suggested that they develop a base standard related to the width of the lot and then they allow additional area and height for additional frontage.

Clerk Moreau stated that currently according to ordinance, Business Centers under 5 acres can increase 25% by both height and area and over 5 acres can increase by 50%. According to ordinance, it doesn't matter what the linear frontage is, they get the same increases. She likes the option of looking at linear feet. She was looking at increasing the standard square feet size because it would help businesses on Dixie Highway; she suggested going up to 60 square feet for a base size. The only way that they can have a second sign at the business center is if the drive is on a different roadway. She suggested looking at the number of feet that separate the driveways instead.

Mr. Carlisle stated that they could simply allow a second sign if there is a second entrance because the spacing is going to be determined by Road Commission standards.

Commissioner Leddy suggested having the business center sign and then have directional signs once they get into the development.

Clerk Moreau noted that businesses want visibility from the road.

Commissioner Willson agreed with Clerk Moreau's summary. He stated that there are several issues with the Kroger business center in reference to being able to see the

businesses that are located there. They have a large bank building that blocks the view in front, the landscaping in front makes it difficult to see and they need to take into account how many businesses are back there. They need to take that into consideration. Commissioner Sclesky concurred.

Commissioner Whiting stated that they have to take this into consideration.

Clerk Moreau indicated that this is why the business centers are allowed the 25% or 50% increase as per ordinance. She stated that if they increase the base, these amounts would increase.

Commissioner Hopper stated that he is trying to avoid the height. The ordinance tries to keep the signs low and tasteful and once you get to 18 feet, they are not tasteful anymore.

Clerk Moreau stated that reconsidering maximum area and height in certain districts would help the ZBA to give them more direction.

Commissioner Hopper stated that the Kroger Fuel Station is the highest grossing fuel station in Oakland County and there is plenty of traffic through so that the businesses can be seen.

Commissioners discussed the visibility of the businesses located at Springfield Town Center.

Commissioner Hopper stated that he could support a slight increase in size and would support the additional signage at the business centers if there was a separate entrance but they shouldn't get size bonuses too.

Commissioner Hines stated that the setback distances should be considered also. She is concerned about the signs being too far back and not being able to be seen. They also need to be cognizant of landscaping and what will happen to that landscaping over time.

Mr. Carlisle stated that it is currently 15 feet back from the road right of way and he doesn't suggest that they change this too much.

Commissioner Hopper concurred with looking closer at the landscape plans when they come in for site plan review.

Mr. Carlisle stated that some issues with signs can be fixed with an updated landscape plan.

Clerk Moreau asked about the Commissioners' opinion on changeable signs.

Commissioner Baker stated that he is not ready for LED on Dixie Highway.

Commissioner Leddy concurred. The only changeable sign should be gas stations.

Clerk Moreau confirmed that the Buscemis business was approved for an LED sign.

Commissioner Hines stated that she does not think LED signs are compatible.
Commissioner Willson, Commissioner Hopper and Commissioner Leddy concurred.

Commissioner Whiting stated that she is okay with the LED signs. They are getting more and more popular and they should make a plan to deal with them.

Mr. Carlisle stated that they could make a decision on an ad hoc basis.

Clerk Moreau stated that it appears as if the Commission's point of view is to leave out LED signs at this point.

Commissioner Sclesky stated that the Bordines's sign is so old and they should be able to have a sign that they can program inside their business that wasn't over bright or annoying. This is in their future and believes that there is a place for it.

Chairperson Baker stated that they discussed earlier architectural features on Dixie Highway and he doesn't think that LED goes along with those concepts.

Other Business:

1. Deerhill Highlands Consent Judgment - communication

Adjournment:

Commissioner Whiting moved to adjourn the meeting at 10:12 PM. Supported by Commissioner Hopper. Voted yes: Baker, Hines, Hopper, Leddy, Sclesky, Whiting, Willson. Voted no: None. Absent: None. Motion Carried.

Erin A. Mattice, Recording Secretary