

Minutes of
PLANNING COMMISSION
REGULAR MEETING
April 26, 2022



Call to Order: Chairperson Baker called the April 26, 2022, Regular Meeting of the Springfield Township Planning Commission to order at 7:00 p.m. at the Springfield Township Civic Center, 12000 Davisburg Rd, Davisburg, MI 48350.

**Commissioners
in Attendance:**

Dean Baker, Chair
George Mansour
Jamie Costigan (Arrived 7:05 p.m.)
Ruth Ann Hines
Dave Hopper
Terry Rusnell
Kevin Sclesky

Consultants Present:

Matt Wojciechowski, Giffels Webster
Stephanie Osborn, Giffels Webster
Jill Bahm, Giffels Webster

Staff Present:

Joan Rusch, Planning Administrator

Approval of Agenda:

Commissioner Hopper moved to proceed with the agenda as presented. Supported by Commissioner Sclesky. Vote: Yes: Baker, Hines, Hopper, Mansour, Rusnell, Sclesky. No: None. Absent: Costigan. Motion approved.

Public Comment:

None

Approval of Consent Agenda:

Commissioner Mansour moved to approve the minutes of the March 22, 2022, Regular Meeting as presented. Supported by Commissioner Hines. Vote: Yes: Baker, Hines, Hopper, Mansour, Rusnell, Sclesky. No: None. Absent: Costigan. Motion approved.

New Business:

1. AMC Preliminary Site Plan Review – 10301 Enterprise Drive

Chairperson Baker introduced this project proposal as a 13,120 sq. ft. addition to the existing building.

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Pat McWilliams, project engineer from Kieft Engineering, summarized the project. He stated that AMC is requesting an addition because the business needs more space. Changes to the site will include a shift of the storm sewer, extension of the parking lot, shifting of the entrance to align with the overhead door, and adding landscaping and screening. They will also be requesting a waiver for the number of required parking spaces.

Mr. Wojciechowski commented on his review of the project, highlighting the ordinance provisions for preliminary site plan review and how they have been met. He also offered suggestions for items that will be considered during final site plan review. He suggested that the driveway approaches be reviewed by the engineer. The location and accessibility of the dumpster needs to be reviewed. The dumpster appears to be in a precarious location and there are concerns from the Building Official that it impedes the access around the building for emergency vehicles. A note regarding the storage and disposal of hazardous materials should be included. The final site plan must also demonstrate compliance with parking lot and greenbelt landscaping standards. The applicant must provide maximum lot coverage information. He noted that the applicant is requesting a parking waiver and a pathway waiver.

Commissioner Hopper requested further clarification on the dumpster concerns and access to the building.

Mr. Wojciechowski explained that the Building Official reviewed the plans and the plans do not appear to meet the building codes because of the increase in the building size. The type and size of building requires circulation around the building for emergency vehicles if the building does not contain fire suppression. The placement of the dumpster does not conform to this code.

Commissioner Hines requested more information regarding the parking spaces.

Mr. McWilliams stated that the business currently employs 90 people. With the expansion, it is possible that this will increase to 120 people. They are proposing 146 parking spaces, while the ordinance requires 170 spaces. There is already a large cushion for parking, so a waiver is being requested.

Commissioner Hopper stated that if a business demonstrates the need for fewer parking spaces than required, the Planning Commission usually provides a waiver.

Mr. Wojciechowski commented that providing this waiver would create a wider greenbelt on the site.

The commissioners reached consensus to waive the parking requirements.

Chairperson Baker summarized the engineer's review that was provided. The review mentioned the dumpster location, highlighted the loading areas, requested semi-truck access and circulation be provided, and requested that drainage easements be provided.



Jay Noonan, project architect, stated that the building has a fire suppression system. He requested the building codes of concern in the Building Official's memo. The building is a Type I construction and is a non-combustible building without a high occupant load. The expansion is occurring on a part of the site that is already paved. They are relocating the parking and asking for a parking waiver. Relocating the driveway meets all Township standards. The driveway has been relocated so the semi-trucks will be able to provide delivery in a functional, feasible, and safe manner. This delivery area will be screened with natural landscaping. The deliveries in the rear are for single axle vehicles, so there will be no semi-trucks there. The landscaping plans exceed Township requirements. The sidewalk waiver is being requested instead of the pathway installation. The applicant is willing to pay into the pathways fund so the Township can use the funds to construct a pathway where it would be better utilized, as they do not think the pathway is necessary on their site. The proposed pathway is located between existing trees, so it is partially in the road right of way.

Mr. Shore, owner of the business, stated that the trash dumpster is screened.

Mr. Wojciechowski stated that the concern with the dumpster is the access and maneuverability of a garbage truck with the dumpster placed at the end of the parking lot.

Mr. Noonan stated that they will be adding an opaque screen for the dumpster as well as a pad for it, as there is none currently. The trash removal location remains the same as what is in place currently.

The Commissioners discussed the loading zones. They discussed that the plans should indicate turning radii for trucks. The dumpster appears to be obscured by loading and unloading trucks. They suggested that the plans should clarify what types of trucks use the particular loading zones.

The Commissioners discussed the requested pathway waiver. They took into consideration having the applicant pay into the fund instead of constructing the pathway and providing an easement to the Township.

Commissioner Mansour noted that the service door near the dumpster is inconsistent between the engineering and architectural plans.

The applicant stated that this inconsistency will be corrected.

Commissioner Hopper noted that additional lights are being proposed and reminded the applicant that a photometric plan will need to be provided for final site plan approval.

Chairperson Baker stated that this preliminary review process offers comments only to the applicant. There is no motion to approve or deny the project. He highlighted items discussed by the Commissioners and consultants to be considered on the final site plan. They are as follows:



- Provide narrative for parking waiver
- Verify the building code requirements for emergency vehicle access
- Provide a photometric plan
- Request pathway waiver/record easement
- Clarify loading zones
- Provide circulation information for trucks
- Follow up on specifics of engineer's and planner's comments

2. Solar Ordinance – Draft for discussion

Ms. Osborn explained the draft solar ordinance provided. She looked at our ordinance regarding wind power and solar ordinances in other communities. She explained the definitions provided. There are different ways to organize this ordinance. One way would be commercial operations and private operations. Another would be ground installations and building installations. The ordinance could also be organized by scale or size of the project. There are standards for each type of project.

Mr. Wojciechowski commented that the ordinance is organized with definitions first. Then the District standards are addressed. Requirements for the different systems follow. The Planning Commission needs to discuss how they would like to start with this ordinance.

The Commissioners discussed at length the types of solar projects they would like to see and those that would not be in harmony with the character of the Township. They discussed solar regarding commercial purposes, residential uses, solar farms, ground installations, roof installations, parking lot carport type installations, private uses and installations, sizes of installations based on acreage or kilowatts generated, screening requirements, and impacts on zoning districts.

Mr. Wojciechowski stated that he would revise the ordinance language based on this evening's discussion and provide another draft for the May meeting.

Old Business:

1. Master Plan – Proposed schedule and criteria for reviewing Master Plan

Mr. Wojciechowski explained the proposed timeline for the Master Plan process. He stated that it would take just over a year for the Master Plan to get fully adopted. The first part of the process is to look at existing conditions. This would be a visioning session with the Planning Commission and Township Board and may eventually include the staff, ZBA, and other stakeholders in the Township. A webpage would also be set up to provide updates on the process. Demographic data would be summarized and updated. Mapping would also be identified and addressed. This first part of the process would take two months.

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Mr. Wojciechowski explained the public engagement portion of the timeline. This would include PictureThis!, a way for residents to provide feedback via pictures. Feedback would also involve online surveys, meeting toolboxes, in person open houses, and virtual open houses.

Mr. Wojciechowski stated that the goals and objectives would be updated, so that they are in line with what the public is suggesting, along with suggestions from staff and other leaders in the Township. Future land use discussion follows next in the process. The preparation of the Master Plan portion would focus on the following items: resiliency, sustainability, natural features, senior services, housing, non-motorized transportation, mixed use district downtown, and Dixie Overlay District expansion. The implementation section puts everything together and includes assigning action items to the Planning Commission and/or staff.

Mr. Wojciechowski stated that adjacent communities will have a chance to review the Master Plan, which takes 63 days. The next step is a public hearing where everyone can see the final document. Then, the final document would be prepared and printed.

Chairperson Baker commented if the Planning Commission could dedicate enough time at the regular meetings to meet the timeline.

Mr. Wojciechowski stated that the Planning Commission could set aside an extra day for a Master Plan meeting or meet on the fifth Tuesday of the month. This process should not require too many extra meetings, although some items, like the goals and objectives discussion, would take more time. A second meeting in the month could be set up if needed.

Mr. Wojciechowski introduced Ms. Bahm from Giffels Webster. He explained that Ms. Bahm would be the planner from their office attending the next meeting.

Ms. Bahm noted how much time the Commission gave to the first applicant on the agenda. She noted that this portion of the meeting was not rushed. Based on this observation, Ms. Bahm suggested that the Planning Commission could set up special meetings or meet one and a half hours before a regular meeting to discuss Master Plan items.

Chairperson Baker stated that the Planning Commission has utilized both of these suggestions in the past. He will discuss with the Supervisor about what might work best. At the next meeting the Commissioners will discuss this proposed schedule and determine when to add extra meetings.

The Commissioners agreed that they would be open to meeting one hour before a regular meeting and/or holding extra meetings if a longer discussion is required.

Mr. Wojciechowski asked if the Commissioners were familiar with land bank parking, and if this is something they consider for site plans. He was wondering if this would be something they would like to see put in the ordinance.

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SPRINGFIELD
CHARTER TOWNSHIP



Sean R. Miller, Clerk

Chairperson Baker explained how land bank parking has been addressed in previous site plans and that the Commission is open to the idea of land bank parking. Reducing the impervious surface on a site is always a welcome idea to be considered.

The Commissioners discussed the fact that maybe it should formally be put in the ordinance.

Public Comment:

None

Adjournment:

Commissioner Hines moved to adjourn the meeting at 8:58 p.m. Supported by Commissioner Mansour. Vote: Yes: Baker, Costigan, Hines, Hopper, Mansour, Rusnell, Sclesky. No: None. Motion approved.

Joan Rusch, Recording Secretary