

**1. Call to Order** - THE MEETING WAS CALLED TO ORDER BY CHAIRMAN LARRY FOX AT 7:00 PM

**2. Pledge of Allegiance**

**3. Roll Call**

PRESENT: Joe Colaianne, Thomas Murphy, Larry Fox, Sue Grissim, Michael Mitchell, Keith Voight  
ABSENT: Jeff Newsom

**4. Approval of Meeting Agenda**

Motion to Approve the Agenda

A Motion to approve the Meeting Agenda was made by Commissioner Colaianne and seconded by Commissioner Mitchell. Motion carried unanimously.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Joe Colaianne, Trustee
<b>SECONDER:</b>	Michael Mitchell, Commissioner
<b>AYES:</b>	Colaianne, Murphy, Fox, Grissim, Mitchell, Voight
<b>ABSENT:</b>	Newsom

**5. Approval of Meeting Minutes**

a. Planning Commission - Regular Meeting - Mar 8, 2018 7:00 PM

A Motion to approve the Meeting Minutes of March 8, 2018, was made by Commissioner Mitchell and seconded by Commissioner Murphy. Motion carried unanimously.

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael Mitchell, Commissioner
<b>SECONDER:</b>	Thomas Murphy, Commissioner
<b>AYES:</b>	Colaianne, Murphy, Fox, Grissim, Mitchell, Voight
<b>ABSENT:</b>	Newsom

**6. Call to Public**

None

**7. Old and New Business**

a. Site Plan #17-015, Clyde Road Industrial

A request to construct a 1-story industrial building, approximately 64,500 square feet in floor area, on a vacant parcel located at the southwest corner of Clyde Road and Old US-23. (Parcel ID #4708-08-200-027). The parcel is zoned CA-Conservation Agricultural (20 acres) and LI-Light Industrial (74.5 acres). The project is proposed within the LI-Light Industrial portion of the site.

Director Langer gave an overview of the location and scope of the request.

The Applicant, John Asselin of Asselin McLane Architectural Group, stated the following:

- Working with the Planning Department has been a pleasure.
- Have gone through several modifications.
- Have dialed in to a very comprehensive plan.

Traffic Generation

Director Langer stated:

- The Traffic Generation is slightly different due to a different use, Light Industrial.
- This is a spec project with no confirmed tenant at this time.
- Applicant believes once it is constructed, they will be able to market it in a way that will be quickly occupied.
- The traffic and trip generation does not address a specific tenant but is general to the use.
- Improvements for the current project could include:
  - A right taper lane along the southbound lane of Old US-23 at the site driveway
  - A passing flare for northbound traffic on Old US-23 at the site entrance
  - A potential pavement widening and restriping to accommodate the proper lane and taper widths
- Road improvements were not part of the softball complex project and are subject to separate approvals and permits from the Livingston County Road Commission.

Commissioner Voight stated, regarding the road improvements, where the staff memo states “could” as in *“Potential improvements for the current project could include a right taper lane along the southbound lane of Old US-23 at the site driveway, a passing flare for northbound traffic on Old US-23 at the site entrance, and potential pavement widening and restriping to accommodate the proper lane and taper widths.”* he feels it should read, “should,” that these road improvements should be done. He knows the Road Commission has the final say but he would like this reflected in the Minutes, especially not knowing the tenant. He personally knows that intersection and is not sure he believes everything he has seen in the traffic study.

Commissioner Voight asked who requested the traffic study information.

Justin West of Rowe Professional Services Company stated a right turn taper is needed and left turn taper could be a possibility. The recommendation is that traffic should be monitored for improvement to the intersection traffic control once it is in use.

Commissioner Voight asked who will be responsible for the monitoring if more buildings are added to the site.

Chair Fox stated if another building is constructed, the site would have another site plan review and it would be reviewed at that time.

Director Langer stated the Planning Commission could require the left turn taper subject to Livingston County Road Commission approval.

Planning Commission briefly discussed the traffic study.

Commissioner Voight stated he is not opposed to the project he just wants to be sure all of the questions regarding traffic are explored.

Chair Fox highlighted the Building Setback information that far exceeds the requirements.

Site Requirements - Dumpster Enclosure

Director Langer stated a revised dumpster enclosure plan has been submitted. The dumpster is six-foot high and matches the building; however, no landscaping around it is planned which is consistent with other site plans that have been approved but he wanted to make sure the Planning Commission was aware.

Commissioner Murphy asked if a larger dumpster were needed at a later time, what would happen.

The Applicant stated the frequency of pick up would be increased.

Director Langer stated typically what happens is another dumpster might appear outside of the enclosure and then the Township would have a conversation with the tenants who often are unaware of the requirements. Usually, they will either expand the enclosure or increase the frequency of pick up.

The Planning Commission had no issues with no landscaping around the dumpster enclosure.

Chair Fox continued calling out the setback for the parking was much greater than required.

#### Site Requirements - Loading

Director Langer stated there are two loading spaces planned but six are required. Staff believes the parking lot is large enough to accommodate the other four spaces. Other previously approved commercial sites have had this same issue but he wanted the Planning Commission to be aware.

Chair Fox stated the people building this structure are in this business of constructing and marketing industrial buildings, they probably have an idea of what the market needs. He would suggest the Planning Commission allow the two loading spaces.

The Planning Commission briefly discussed loading spaces.

Commissioner Colaianne commented the Ordinance should state “up to six” spaces rather than requiring six as it depends on certain variables and should be up to the owner.

Chair Fox stated that is something to look at.

The Planning Commission accepted the two loading spaces.

#### Landscaping

Commissioner Grissim stated the following:

- Plantings on the west side were not doing well and should be replaced.
- Screening around the transformers should be 30 inches tall and evergreen; they need to be switched from the shorter variety shown.
- In trying to overlay the Landscape Plan and Lighting Plan with parking lot lights, it seems some of the light poles are on top of the trees. It is going to get overly crowded so some items may need to be shifted.
- Overall Landscape Plan, there are several frontages with this project; but there is one on Clyde Road at the back of the building; when those trees are planted they are very little. Requesting they add more street trees to effectively screen that side of the building.

Commission Voight mentioned the plantings on the west side that died still need to be replaced. That was an important issue with the neighbors in that area.

Chair Fox stated the flagpoles at the front entry must be limited to 35 feet. The Applicant stated they would comply.

#### Sidewalks and Pathways

Chair Fox stated he does not see this area as a location to install a sidewalk or pathway. The Planning Commission agreed.

Water Supply and Wastewater Disposal

Chair Fox asked if they still intend to use an on-site well and septic system. The Applicant stated they do.

Architecture / Building Materials

Chair Fox stated it looks like everything is in compliance; although it is different it has some similarities.

Chair Fox asked if there were any other issues to be brought forth.

Commissioner Voight inquired about the HRC recommendation to tie in the roof downspouts to the storm drains. The Applicant stated they intend to do that.

Commissioner Voight asked if the size of the detention basin is designed for just the one building. The Applicant stated the size is based on the previous approved use for Turnin 2 and has remained the same. The one building and parking will go to that detention basin.

Chair Fox stated there are about 100 fewer parking spaces with this use.

Commissioner Voight asked about future development. The Applicant stated any future development at that site would be evaluated for additional storm detention at the time of development. If it does not meet capacity, it will be added.

Commissioner Voight inquired if sprinklers are planned. The Applicant stated it depends on the use of the building. An F2 use does not require sprinklers and F1 use would.

Commissioner Voight asked about the source of the water if sprinklers were required. The Applicant stated depending upon the required flow and the amount of water that could be pulled out of the ground by a well, it could be a well or a tank. Commissioner Voight clarified there would be an aquifer study. The Applicant stated there would.

Commissioner Voight offered the following motion:

**Move to approve Site Plan #17-015 a request to construct a 1-story industrial building with office space, approximately 64,500 square feet in size. Approval is subject to the following conditions:**

- 1. The applicant shall adequately address the outstanding items noted in the Planning Department's memorandum, dated March 15, 2018, on the Construction Plan set, subject to an administrative review by the Planning staff prior to the issuance of a land use permit. Revisions include a revised landscape plan labeling all lawn areas and a revised photometric plan providing the average footcandle value at the building entrance.**
- 2. Applicant complies with any requirements of the Department of Public Works Director, Township Engineering Consultant, and Hartland Deerfield Fire Authority.**

3. Applicant complies with any requirements of the Michigan Department of Transportation (MDOT), the Livingston County Road Commission (LCRC), and other governmental agencies, as applicable.
4. The applicant shall install the right taper lane along the southbound lane of Old US-23 and a passing flare for the northbound traffic along Old US-23 at the site entrance, along with the pavement widening and restriping to accommodate the proper lane and taper widths. These items shall be installed, to the Livingston County Road Commission standards; unless the Livingston County Road Commission deems these items shall not be installed.

Seconded by Commissioner Grissim. Motion carried unanimously.

Commissioner Murphy inquired as to the time-line for construction. The Applicant stated they hope to start very soon.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Keith Voight, Secretary
<b>SECONDER:</b>	Sue Grissim, Commissioner
<b>AYES:</b>	Colaianne, Murphy, Fox, Grissim, Mitchell, Voight
<b>ABSENT:</b>	Newsom

**8. Call to Public**

None

**9. Planner's Report**

Director Langer reported the following:

- Looking for available dates for a second joint meeting. The Planning Commission discussed possible dates; April 19 or 24 were offered as possible dates.
- Emagine Theatre groundbreaking April 6, 2018.
- SurfacePro tablet update.
- Invitation to attend the Zoning Board of Appeals training session April 11, 2018 with the Township Attorney. Commissioner Grissim asked about the agenda. Director Langer gave a brief overview.

**10. Committee Reports**

Commissioner Grissim gave a summary of the progress thus far on the Landscape Plan revisions. Will be meeting with the Planning Director at 5:00 PM Monday, March 26, 2018 to be sure they are on the right track with the changes.

**11. Adjournment**

Motion to Adjourn

A Motion to adjourn was made by Commissioner Mitchell and seconded by Commissioner Colaianne. Motion carried unanimously. The meeting was adjourned at approximately 7:43 PM.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael Mitchell, Commissioner
<b>SECONDER:</b>	Joe Colaianne, Trustee
<b>AYES:</b>	Colaianne, Murphy, Fox, Grissim, Mitchell, Voight
<b>ABSENT:</b>	Newsom

Submitted by,



Keith Voight  
Planning Commission Secretary