
PITTSFIELD TOWNSHIP PLANNING COMMISSION MINUTES

Members Present: Dennis Ward, Wilma Luna, Christina Lirones, Russell Banush, Julie Griess, David Shepps.

Members Absent: Edward Resha.

Others Present: John Chiado, Andy Andre, Alan Okon, Ken Enghaurer, David Hughes, Associate Planner Paul Montagno, Assistant Planner Suzanne McCoy, Planning Director Bruce E. Fowler, and Recording Secretary Laura Ford.

1.0 Call Meeting to Order at 7:30 p.m. / Determination of a Quorum.

Chairperson Lirones called the meeting to order at 7:30 p.m. A quorum was present.

2.0 Pledge of Allegiance

Chairperson Lirones led the Pledge of Allegiance.

3.0 Approval of Agenda

Motion by Commissioner Banush, supported by Commissioner Ward, to move Item 7.1 to follow Item 5.1.

MOTION CARRIED

4.0 Items from the Floor

None.

5.0 Public Hearings

5.1 CUP 05-03 Bank One
[submitted for a conditional use permit]

Assistant Planner Suzanne McCoy reviewed the report. She stated that this parcel is in a C-2 (General Commercial) zoning district. She listed the neighboring uses. She said that the site is undeveloped and drive-through services are permitted with a Conditional Use Permit (CUP). She said that seventeen (17) parking spaces are required, and thirty-five (35) parking spaces are proposed with two (2) barrier free parking spaces. She reviewed the required standards and findings. She said that Section 31.03 K of the Zoning Ordinance requires that a drive-through use has adequate on-site stacking space for vehicles provided for each drive-in window so that vehicles will not interfere with vehicular circulation or parking maneuvers on this site, projected peak hour traffic volumes shall not cause undue congestion during the peak hour of the street serving the site, on-site

vehicle stacking for drive-in windows shall not interfere with access to, or egress from the site or cause standing of vehicles in a public right-of-way.

Associate Planner Paul Montagno reviewed Planner Schmult's report. He stated that the design of the entry/exit and driveway areas should be reconsidered. He said that the southbound lane is eighteen (18) feet wide and is directly opposite the northbound lane. He said that this design permits northbound traffic to drive the wrong way in a one-way segment. He said that the paved length of spaces should be reduced to eighteen (18) feet. He said that a sidewalk should be provided between the building and the sidewalk on Ellsworth Road. He discussed the canopy lighting. He reviewed the required number of canopy trees.

Alan Okon, Architect, stated that this would be a 4,000 square foot full service banking center. He said that they want to provide one on one transactions for the customers. He explained "teller-towers" and various working areas within the building. He said that they would taper the driveway to a twelve (12) foot lane. He discussed the possible signage for the one-way lanes. He said that they would talk to the Township Fire Marshal and put the biggest wheelbase of the trucks on the site plan. He said that they would add trees and shrubs as needed. He handed out an example of a building layout in Columbus, Ohio.

Commissioner Banush asked what the number of employees would be.

Mr. Okon replied seven (7) to nine (9) employees. He said that the hours of operation would be from 8:30 a.m. to 6 p.m. Monday through Friday and 10 a.m. to 2 p.m. on Saturdays.

Chairperson Lirones opened the public hearing.

There were no comments.

Motion by Commissioner Ward, supported by Commissioner Luna, to close the public hearing.

MOTION CARRIED

Item 7.1 of New Business moved to follow Item 5.1 of the Public Hearing.

Chairperson Lirones stated that the building is made out of E.I.F.S. She mentioned that the Commission prefers substantial materials rather than stucco.

Mr. Okon showed the proposed building materials.

Planner McCoy reviewed the zoning report. She stated that the lot area, lot width, building height, floor area ratio, lot coverage, net lot coverage, and setbacks are acceptable. She said that a twenty (20) foot transition strip is required along Ellsworth Road. She said that the site does meet the access management regulations.

Planner Montagno reviewed the Township Engineer's report. He stated that there are discrepancies between the existing utilities and the utilities shown on the plan. He said that light poles must be shown on the site. He said that the drive-through details, drainage area map, and sanitary sewer map should be shown. He said that trees are placed over service leads and this must be corrected. He said that the Township Lighting Consultant stated that the site is overlit.

The Commissioners, staff and the applicant discussed the lighting of the site.

Chairperson Lirones asked if they would be splitting the lot and selling the other half.

Mr. Okon stated that this is a consideration, although they do not have any buyers at this time.

Commissioner Ward stated that the amount of parking spaces is double what is required.

Mr. Okon stated that their average number of parking spaces for a banking center is approximately thirty (30) spaces. He discussed lowering the amount of parking spaces.

Chairperson Lirones asked the applicant to rework the parking lot.

Chairperson Lirones reviewed the findings:

A. Will be harmonious with, and in accordance with, the general objectives, intent and purposes of this ordinance. As stated under Item 2, this use is permitted under the C-2 General Commercial District with a Conditional Use Permit provided the Conditional Use requirements are met. The Comprehensive Plan indicates the future land use of the area to remain commercial.

The Commissioners agreed with the finding.

B. Will be designed, constructed, operated, maintained and managed so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity. The proposed use is harmonious with the surrounding area. The surrounding uses are compatible with the proposed use of this site. There are other businesses in the immediate area with drive up services.

The Commissioners agreed with the finding.

- C. Will be served adequately by essential public facilities and services, such as highways, streets, police and fire protection, drainage structures, refuse disposal or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such service.** This site is adequately served by public services and it does not appear that any additional burden will be placed on these services if the permit were approved.

The Commissioners agreed with the finding.

- D. Will not be hazardous or disturbing to existing or future neighboring uses.** The proposed use does not pose any hazards and should not be disturbing to any neighboring uses.

The Commissioners agreed with the finding.

- E. Will not create excessive additional requirements at public cost for public facilities or services.** The use is not expected to create excessive additional requirements at public cost for public facilities or services.

The Commissioners agreed with the finding.

Motion by Commissioner Banush, supported by Commissioner Luna, to postpone action on CUP 05-03/CSPA 05-03 Bank One, and direct the applicant to address the issues in:

- 1. The Planner's report dated April 18, 2005.**
- 2. The Engineer's report dated April 15, 2005.**
- 3. The Zoning report dated April 12, 2005.**
- 4. And the issues discussed this evening with the Planning Commission.**

MOTION CARRIED

6.0 Old Business

6.1 RZ 04-17 Forrest Properties [submitted to rezone from C-1 to O-1]

Chairperson Lirones stated that the Planning Commission previously reviewed this petition and directed staff to draft a resolution of approval for the rezoning.

Motion by Commissioner Banush, supported by Commissioner Ward, to approve the resolution recommending approval of RZ 04-17 Forrest Properties to the Township Board. (Attachment #1)

ROLL CALL:

**YES: WARD, LUNA, LIRONES, BANUSH, GRIESS,
SHEPPS**
NO: NONE
ABSENT: RESHA
ABSTAIN: NONE

MOTION CARRIED

6.2 RZ 05-02 Tarek Zoabi/Platt Subdivision, LLC

[submitted to rezone from AG to R-1B]

Chairperson Lirones stated that the Planning Commission previously reviewed this petition and directed staff to draft a resolution of approval.

Motion by Commissioner Ward, supported by Commissioner Luna, to approve the resolution recommending approval of RZ 05-02 Tarek Zoabi/Platt Subdivision, LLC to the Township Board. (Attachment #2)

ROLL CALL:

**YES: WARD, LUNA, LIRONES, BANUSH, GRIESS,
SHEPPS**
NO: NONE
ABSENT: RESHA
ABSTAIN: NONE

MOTION CARRIED

6.3 CUP 05-01 Frontline Church

[submitted for a conditional use permit]

Chairperson Lirones stated that the Planning Commission previously reviewed this petition and directed staff to draft a resolution of approval.

Motion by Commissioner Ward, supported by Commissioner Banush, to approve the resolution for CUP 05-01 Frontline Church. (Attachment #3)

Discussion:

Commissioner Griess commented on other churches having permits.

Planner Montagno stated that if the property is vacated it would be up to the Township to revoke the permit.

ROLL CALL:

**YES: WARD, LUNA, LIRONES, BANUSH, GRIESS,
SHEPPS**
NO: NONE
ABSENT: RESHA
ABSTAIN: NONE

MOTION CARRIED

6.4 CSPA 04-24 Runway Plaza #4
[submitted for final site plan]

Planner Montagno reviewed the report. He stated that the plan is in compliance with the Township Zoning Ordinance and the decisions of the Planning Commission. He said that Planner Schmult had few comments. He said that two hundred and thirty (230) trees are required, and it is the intention of the applicant to pay into the Township Tree Mitigation Fund. He reviewed the Township Engineer's report. He said that a portion of the forty (40) foot water easement onsite should be dedicated after construction. He said that the ramps are shown in front of the parking spaces and should be corrected. He said that tree protection fence must be shown around the trees to be saved. He said that the Township Lighting Consultant stated that the site is overlit. He said that the applicant should provide a letter from a wetland consultant or a landscape architect stating that there are no wetlands on the site.

The Commissioners and the applicant discussed the donation to the Township Tree Mitigation Fund.

Motion by Commissioner Banush, supported by Commissioner Luna, to approve the final site plan for CSPA 04-24 Runway Plaza #4, with the following conditions:

- 1. Address all the issues in the Township Engineer's report dated April 15, 2005.**
- 2. The applicant will pay \$31,500 to the Township Tree Mitigation Fund.**

MOTION CARRIED

7.0 New Business

7.1 CUP 05-03/CSPA 05-03 Bank One

[submitted for a conditional use permit and preliminary and final site plan]

Item 7.1 moved to follow Item 5.1 of the Public Hearing.

7.2 CSPA 03-26 Standard Federal Bank

[submitted for amendment to approved final site plan]

Chairperson Lirones stated that the applicant decided to reduce the building and the number of parking spaces.

Planner Montagno reviewed the report. He stated that the applicant is requesting an amendment to the approved final site plan for a reduction to the size of the building. He said that the building length would be reduced to seventy-six (76) feet. He reviewed the changes to the building and the site plan. He said that the proposed reductions are acceptable. He said that the applicant needs to submit a final site plan showing these changes for administrative review. He said that the following requirements are suggested; reduced curb radius should be restored to the approved radius in the site plan, the sidewalk to Michigan Avenue be connected to the sidewalk south of the driveway, barrier free ramps be provided at all sidewalk intersections with the curb, and submit four (4) final site plans for administrative review. He said that the Planning Commission approval of the amended site plan would not be in effect until the administration has approved the revised plans.

Michael Boggio, Architect, stated that they are decreasing the size of the building because of construction costs. He said that they are taking out storage spaces and making the lobby smaller. He further discussed the business changes. He said that they are eliminating three (3) employee parking spaces, and five (5) parking spaces. He said that the utilities do not have to change. He said that they changed the drive-through from E.I.F.S. to brick.

Motion by Commissioner Ward, supported by Commissioner Banush, to approve the amendment to site plan CSPA 03-26 Standard Federal Bank with the following conditions:

- 1. The applicant shall submit four complete sets of the final site plan to the Township for administrative review and approval.**
- 2. Address all issues in Item 3 of the Township Planner's report dated April 15, 2005.**
- 3. Address the comments discussed by the Planning Commission this evening.**

MOTION CARRIED

8.0 Planner's Report

Planning Director Bruce Fowler introduced himself to the Commission.

9.0 Chairperson's Report

Chairperson Lirones stated that she handed out an email and mentioned that they met with the architect from WalMart. She said that the applicant has submitted new elevations for WalMart and a workshop is scheduled to discuss those elevations (May 5, 2005).

The Commissioners discussed the format for the workshop regarding the WalMart elevations and the traffic study.

Chairperson Lirones stated that there would be a public hearing on the Ann Arbor Transfer Station on May 4th.

10.0 Commissioner's Report

Commissioner Luna discussed the E.I.F.S. on the proposed WalMart elevations.

Commissioner Ward asked if revisions could be made to the Township Land Development Standards regarding E.I.F.S. material.

Planning Director Fowler stated that he would look into this suggestion.

Commissioner Ward commented on urging large buildings to have green roofs.

The Commission and staff discussed suggesting large buildings to have green roofs.

Commissioner Banush stated that the Mayflower Hotel site looks better. He added that he would be absent from the May 19th meeting.

11.0 Approval of Prior Minutes

None.

12.0 Adjournment

Motion by Commissioner Ward, supported by Commissioner Luna, to adjourn the meeting.

MOTION CARRIED

Chairperson Lirones adjourned the meeting at 9:28 p.m.

s/Julie Griess, Secretary

May 5, 2005

(Attachment #1)

**RESOLUTION FOR APPROVAL
PITTSFIELD TOWNSHIP PLANNING COMMISSION
RZ 04-17 Forrest Properties
April 21, 2005**

WHEREAS Pittsfield Township received petition RZ 04-17 Forrest Properties to rezone a property located at 2488 Golfside Road in Section 1, known as tax parcel ID #12-01-401-021, from C-1 (Local Commercial) to O-1 (Office); and

WHEREAS The Pittsfield Township Planning Commission held a public hearing on the petition on April 7, 2005; and

WHEREAS The Pittsfield Township Planning Commission received no comments; and

WHEREAS The Pittsfield Township Planning Commission has studied the petition in terms of the standards in Section 59.05 of the Zoning Ordinance;

NOW THEREFORE BE IT RESOLVED That the Pittsfield Township Planning Commission recommends to the Pittsfield Township Board that the request to rezone the property in RZ 04-17 Forrest Properties from C-1 (Local Commercial) to O-1 (Office) be approved;

BE IT FURTHER RESOLVED That the Pittsfield Township Planning Commission makes the following findings regarding petition RZ 04-17 Forrest Properties:

1. The petition is consistent with Comprehensive Plan.
2. The site does not have direct access to public water and sanitary sewer services. Both services are available on Washtenaw Avenue but an easement is required through the property adjacent to the south – tax parcel #L12-01-401-018 – for access. Storm drainage will be handled by an on-site retention basin. The basin exists but upgrading will be required to handle additional runoff that will result from development of the site.
3. The development of the site as office should generate fewer peak hour vehicle trips than would be generated by a commercial development that is permitted under the current C-1 zoning. Existing ingress and egress easements on the Burger King site provide alternate access and exit routes via Washtenaw Avenue and eliminate what would be a long dead-end driveway without this route.
4. The existing C-1 zoning is now considered to be inappropriate for the property because commercial development would likely result in total clearance of the site. Office zoning provides an opportunity to save the existing building for office use and some of the existing trees. In addition, offices are considered to be a better transition use between the commercial frontage on Washtenaw Avenue and the residential area to the north (Golfside Lakes).
5. Approval of the petition will not set any precedents for zoning changes in this area. Land use and zoning patterns in the area are well established and are not likely to be changed in the foreseeable future.
6. Approval of the petition will not adversely affect values of neighboring properties. Office uses will be compatible with use of these properties.

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BE IT FURTHER RESOLVED That the Pittsfield Township Planning Commission is transmitting a copy of the Township Planner's report of March 15, 2005 with this resolution as the Commission's report on the petition.

(Attachment #2)

**RESOLUTION FOR APPROVAL
PITTSFIELD TOWNSHIP PLANNING COMMISSION
RZ 05-02 Tarek Zoabi/Platt Subdivision, LLC
April 21, 2005**

WHEREAS Pittsfield Township received petition RZ 05-02 Tarek Zoabi/Platt Subdivision, LLC to rezone a property located at 5662 Platt Road in Section 22, know as Tax parcel ID# L12-22-400-016, from AG (Agricultural) to R1-B (Single-Family Suburban Residential) ; and

WHEREAS The Pittsfield Township Planning Commission held a public hearing on the petition on April 7, 2005; and

WHEREAS The Pittsfield Township Planning Commission received no comments; and

WHEREAS The Pittsfield Township Planning Commission has studied the petition in terms of the standards in Section 59.05 of the Zoning Ordinance;

NOW THEREFORE BE IT RESOLVED That the Pittsfield Township Planning Commission recommends to the Pittsfield Township Board that the request to rezone the property in RZ 05-02 Tarek Zoabi/Platt Subdivision, LLC from AG (Agricultural) to R1-B (Single-Family Suburban Residential) be approved;

BE IT FURTHER RESOLVED That the Pittsfield Township Planning Commission makes the following findings regarding petition RZ 05-02 Tarek Zoabi/Platt Subdivision, LLC:

1. The petition is consistent with the Township's adopted Comprehensive Plan. The Plan designates the property and area for moderate density. The R-1B district is intended to be used in such areas.
2. R1-B zoning of the property in the petition is consistent with the existing R1-B zoning of adjacent properties and other surrounding zoning district densities.
3. Public services and facilities are adequate to serve the property under R1-B zoning. Public water and sanitary sewer services are available.
4. Approval of the petition would have no adverse impacts on the value of properties in the area.
5. The petition is consistent with land use and zoning trends in the surrounding area.
6. The property is a reasonable unit of land for zoning consideration.

BE IT FURTHER RESOLVED That the Pittsfield Township Planning Commission is transmitting a copy of the Township Planner's report of March 31, 2005 with this resolution as the Commission's report on the petition.

(Attachment #3)

**FINDINGS OF REQUIRED STANDARDS
AND RESOLUTION OF APPROVAL
C.U.P. #05-01 Frontline Church
April 21, 2005**

WHEREAS, an application for a Conditional Use Permit to allow a church in a Business Park (BP) District was received from Frontline Church on March 11, 2005, and

WHEREAS, the Pittsfield Township Planning Commission held a public hearing on this matter on April 7, 2005 and heard no comments; and

WHEREAS, the Commission finds that this use is adequately served by public facilities and services, and the proposed use will not substantially increase demand on public facilities or services; and

WHEREAS, the Commission reviewed the plan and application received by the Township on March 11, 2005 for this use and per the requirements of Section 50.06 of the Township Zoning Ordinance it finds the following:

The proposed use:

- A. Will be harmonious with, and in accordance with, the general objectives, intent and purposes of this ordinance** because the area is zoned Business Park, which is consistent with the future land use plan for this area, and a church is considered a conditional use in this district.
- B. Will be designed, constructed, operated, maintained and managed so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity**, because the proposed use is harmonious with the surrounding area. The exterior of the building will not be altered and therefore there will be no visual change to the area. Any alterations to accommodate the use will be minimal and confined to the interior.
- C. Will be served adequately by essential public facilities and services, such as highways, streets, police and fire protection, drainage structures, refuse disposal or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such service.**
- D. Will not be hazardous or disturbing to existing or future neighboring uses**, because this use would have activity in evenings and weekends, and therefore would not create conflicts with the surrounding businesses during typical daytime operations.
- E. Will not create excessive additional requirements at public cost for public facilities or services**, because this site is adequately served by public services and it does not appear that any additional burden will be placed on these services if the permit were approved.

WHEREAS, the Commission has studied this application and developed conditions adequate to insure this will not be hazardous or disturbing to the surrounding uses; and

NOW THEREFORE BE IT RESOLVED, that the Pittsfield Township Planning Commission hereby approves CUP 05-01 Frontline Church.