
PITTSFIELD TOWNSHIP PLANNING COMMISSION MINUTES

Members Present: Dennis Ward, Wilma Luna, Christina Lirones, Stuart Dowty, John Norton, Richard Plisko.

Members Absent: None.

Others Present: Tom Covert, Jim Haeussler, Gary Sacharski, Assistant Planner Suzanne McCoy, Planning Director Bruce E. Fowler, and Recording Secretary Marge Burkheiser.

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

Chairperson Lirones called the meeting to order at 7:34 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 Luna, supported by Commissioner Dowty, to approve the agenda, as presented.

MOTION CARRIED

4.0 Items from the Floor

None.

5.0 Public Hearings

None.

6.0 Old Business

6.1 WP 05-02/CSPA 04-10 Kirtland Hills
[submitted for wetland permit and final site plan]

Planning Director Bruce E. Fowler stated that the wetland report dated February 22, 2006, by Anne Vaara, was extensive although there were no major issues. He noted there were four (4) conditions that should be included in the approval but since the report was produced, the first three (3) issues have been addressed and only the fourth remained. He said the wetland consultant is recommending approval of this permit.

Commissioner Ward thanked the applicant for doing a great job, noting that this was a difficult site.

Planner McCoy reviewed the Zoning Report dated February 24, 2006, noting the applicant has provided a transition strip even though one is not required. She said the Master Deed should be revised to include language that the trees to be saved on Lots 30 through 37 will be mitigated if damaged during construction, prior to issuance of Certificates of Occupancy. She said there is a 20-foot landscape easement on Lots 38 through 44 that is located in a 30-foot WCDC drainage easement. She said the applicant is aware and will make the corrections. She said the Comprehensive Plan calls for a pathway along Ellsworth Road. She said there is a proposed sidewalk on the north side of Ellsworth Road, which is shown as 5 feet wide; however, the Comprehensive Plan calls for a 10-foot wide path along Ellsworth Road. She said the existing sidewalk along Ellsworth is 5 feet wide. She said the applicant has stated the owners of the Bowling property, to the west of the site, do not want a sidewalk. She said the applicant is providing 192 trees and is donating a portion of the site to the Township, for parkland as compensation for previous mitigation issues.

Chairperson Lirones asked if the trees are shown correctly on the site plan.

Planner McCoy replied yes.

Planner McCoy reviewed the Engineering report, stating that the MDEQ issued a permit, dated January 11, 2006, for construction within the regulated wetlands. She said they also had the same comments about the overlapping easement. The report noted that there are conflicts with some of the trees and utilities that need to be addressed. She said the temporary Burnham Road cul-de-sac will require an easement. She noted this easement must be submitted to the Township for review. She said a drainage district needed to be established prior to construction and final approvals from the WCRC. She said the Engineer's report for the master deed noted issues that could be handled administratively. She reviewed the Planner's report and stated that item 9 should be removed. She stated that the bylaws and the condominium documents have been received.

Chairperson Lirones referred to a comment stating that all the trees would be conifers.

Commissioner Ward stated that conifers provide screening and he finds this acceptable.

The Commissioners and staff discussed the lighting issues.

Tom Covert, Atwell-Hicks, stated that the light fixtures were chosen to be decorative, and they did not know if it was a DTE standard.

The Commissioners agreed that the proposed fixtures were nice and something different. They questioned the long term durability of the fixtures. They asked the applicant to consult with staff on the lighting.

Mr. Covert explained the difference between the preliminary and final site for the new commissioners. He said that if trees were damaged before the first certificate of occupancy is issued, they would have to be replaced prior to receiving another certificate of occupancy. He briefly discussed the easements. He said they will provide temporary easements to the cul-de-sac turnaround. He said the language in the Master Deed and Exhibit B will be the same and they will revise the documents.

He added that the Exhibit B drawings referenced in the Engineering report were not the correct plans, and they would like to resubmit them for review.

Commissioner Dowty asked if the language issues have been worked out in the Master Deed with staff.

Mr. Covert replied yes. He noted that the issues concerned the trees.

Chairperson Lirones expressed thanks (to Mr. Haeussler) for the land being donated to the Township. She said that this would be covered in the development agreement, and then turned over to the Township with a five-year monitoring program. She also asked about when the play structure would be installed.

Mr. Haeussler said he would do this as soon as he could, which will be either this year or at the latest next spring [2007].

Chairperson Lirones commented that everything has worked out very well concerning the sidewalk.

Commissioner Ward asked about item 8 of Planner Schmult's report concerning mailboxes and why they are considering clustered mailboxes.

Mr. Covert showed the two (2) locations of the mailboxes, and stated that this was at the request of the Post Office.

Commissioner Ward stated his displeasure of having clustered mailbox locations and suggested that someone talk with the Post Office [U. S. Postal Service] about changing this requirement. He noted the traffic issues and hazards it could create in the area.

Mr. Haeussler agreed, but stated that over time the residents would work out the time to get their mail.

Commissioner Ward asked if there was any other reason besides saving money.

Mr. Haeussler said saving money was the only reason and noted that the Ann Arbor area is one of the last communities to make the change.

Chairperson Lirones noted the pathway on Ellsworth Road is 5 feet wide and should match the existing pathway.

Mr. Covert replied that was correct and they are proposing a 5 foot wide pathway.

Motion by Commissioner Luna, supported by Commissioner Norton, to approve Wetland Permit WP 05-02 Kirtland Hills with the condition that fencing depicted on the site plan sheet 10 be removed from any existing wetland area.

ROLL CALL:

YES: WARD, LUNA, LIRONES, DOWTY, NORTON, PLISKO.
NO: NONE.
ABSENT: NONE.
ABSTAIN: NONE.

MOTION CARRIED

Motion by Commissioner Ward, supported by Commissioner Luna, to approve final site plan CSPA 04-10 Kirtland Hills with the following conditions:

- 1. Revise and submit five (5) complete sets of the final site plan for administrative review that address all outstanding issues in the Zoning Review dated February 24, 2006, the Township Planner's review dated March 2, 2006, and the Township Engineer's review dated February 24, 2006.**
- 2. Revise and submit Master Deed and Exhibit A and B documents for administrative review that address all outstanding issues in the Zoning Review dated February 24, 2006, the Township Planner's review dated March 2, 2006, and the Township Engineer's review dated February 23, 2006.**
- 3. Enter into a Development Agreement with the Township. The Development Agreement must address all issues involved with the transfer of proposed park area to the Township and any easements needed by the MDEQ for wetland mitigation areas.**
- 4. Applicant to change exterior lighting to conform with typical colonial fixture, and receive staff approval.**

MOTION CARRIED

7.0 New Business

None.

8.0 Planner's Report

Director Fowler said that he and Planner Montagno recently attended, and passed, the State of Michigan MDEQ Soil Erosion and Sedimentation Control course. He said they are now both State-certified.

Director Fowler presented a *Certificate of Appreciation* to Planner Suzanne McCoy, for one (1) year of service to the Township and the Planning Commission.

9.0 Chairperson's Report

Chairperson Lirones informed the Commission that the Supervisor is talking with possible candidates for the Planning Commission.

10.0 Commissioner's Report

Commissioner Ward re-stated his continuing concern about the *Land Development Standards*.

Planner McCoy replied that the *Land Development Standards* are currently under review and his comments are being considered.

Commissioner Ward said the "pathway plans" are in need of reviewing, to make alignment issues easier. He suggested that during the review of the Comprehensive Plan this could be reviewed. He said that he attended his first ZBA [Zoning Board of Appeals] meeting last Monday. He said the two variances requested were approved. He briefly explained the issues involved. He said he felt the sign issue was a good tradeoff, which reduced the number of signs on the site (ZBA 06-01 LaShish).

Commissioner Dowty asked if the ground signs were remaining.

Commissioner Ward replied no, that all the ground signs will be removed and one (1) additional wall sign would be installed.

The Commissioners and staff discussed Article 55 of the Zoning Ordinance.

Chairperson Lirones thanked Commissioner Ward for being the Zoning Board of Appeals liaison after Edward Resha's passing.

11.0 Approval of Prior Minutes

11.1 Minutes of December 15, 2005

Motion by Commissioner Ward, supported by Commissioner Luna, to postpone consideration of the minutes of December 15, 2005, until the next meeting.

MOTION CARRIED

11.2 Minutes of February 16, 2006

Motion by Commissioner Ward, supported by Commissioner Plisko, to approve the minutes of February 16, 2006.

MOTION CARRIED

12.0 Adjournment

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

MOTION CARRIED

Chairperson Lirones adjourned the meeting at 8:23 p.m.

s/Wilma Luna, Secretary

May 4, 2006