MINUTES OF THE REGULAR MEETING OF THE CITY OF ROMULUS PLANNING COMMISSION HELD ON WEDNESDAY, APRIL 17, 2017

1. The meeting was called to order by Chairperson Freitag at 7:00 p.m.

2. Roll Call Showing: Jerry Frederick, Mike Glotfelty, Daniel McAnally, Celeste Roscoe, David Paul and Cathy Freitag

Excused: Michael Prybyla, Melvin Zilka and Edna Talon-Jemison

Also in attendance: Carol Maise, City Planner, and Christina Wilson, Planning Secretary

3. Motion by Glotfelty supported by Roscoe to approve the agenda as presented. Roll Call Vote: Ayes – Glotfelty, Roscoe, Paul, Frederick, McAnally and Freitag. Nays – none. Motion Carried.

   Agenda

1. Pledge of Allegiance

2. Roll Call

3. Approval of Agenda

4. Approval of Minutes

5. Comments from Public on Non Agenda Items

6. Public Hearings

   A. RZ-2017-002; Ecorse Commons

      Applicant:  Steven Kalabat, Ecorse Commons, LLC
      Request: To conditionally rezone 69.5 acres of property from M-2, General Industrial District to M-T, Industrial Transportation District
      Location: 37350 Ecorse Road/Parcel #80-024-99-0005-703

      (Action required: At the request of the applicant, adjourn the public hearing until the May 15, 2017 Planning Commission Meeting.)

7. Old Business

   A. SPR-2016-027; Benlee Inc.

      Applicant: Greg Brown, Benlee, Inc.
      John Morrison, Basney & Smith, Inc.
      Request: Approval to amend the site plan to expand use, parking & outdoor storage
      Location: 30383 Ecorse/Parcel #80-041-99-0007-003
      Zoning: M-1, Light Industrial District

      (Action required: resume consideration of the application and then approve, approve with conditions or deny the amended site plan.)
8. New Business

9. PC-Cases Involving Advice or input from the Planning Commission

10. Reports
   A. Chairperson
   B. City Planner
      1) Planning Department Status Report

11. Reports on Interest Designation

12. Communications

13. Adjournment

4. Approval of Minutes
   A. Motion by McAnally supported by Glotfelty to approve the minutes of the regular meeting of the Planning Commission held on Monday, March 20, 2017.

      Roll Call Vote: Ayes – McAnally, Glotfelty, Roscoe, Frederick, Paul, and Freitag. Nays – None. Motion Carried.

5. Comments from Public on Non Agenda Items – None.

6. Public Hearings
   A. RZ-2017-002; Ecorse Commons, 37350 Ecorse, to conditionally rezone 69.5 acres of property from M-2, General Industrial to M-T, Industrial transportation District.

      Motion by McAnally supported by Glotfelty to adjourn RZ-2017-002; Ecorse Commons until the May 15, 2017 Planning Commission meeting.

      Roll Call Vote: Ayes – McAnally, Glotfelty, Paul, Frederick, Roscoe and Freitag. Nays – None. Motion Carried.

7. Old Business
   A. SPR-2016-027; Benlee Inc., requesting approval to amend the site plan to expand use, parking and outdoor storage at 30383 Ecorse Road. Parcel #82-80-041-99-0007-003.

      Greg Brown, Benlee Inc., 180 East End, New York, NY 10128 stepped forward as petitioner to speak

      • Mr. Brown presented the Planning Commission with newer pictures of the site that showed more cleanup and improvements. He also stated that the oil tank in the back of the property has been removed.
Ms. Maise noted that the previous site plan submitted to the Planning Department just needs to be cleaned up. She and Brian Sides, from Benlee, went over the site plan and what needs to be added.

Mr. Brown explained that although the Planning Commissioners had not asked him to paint the front of the building, he is having it done. He is also painting the shipping containers in the back of the building.

Mr. Brown stated that Benlee does not store scrap. They have metal storage containers that contain spare parts. The dumpsters that contain scrap are picked up every few weeks from a scrap yard.

Chairperson Freitag closed the petition speaking portion of the meeting and opened it up for questions and comments from the commissioners.

- The commissioners questioned the setbacks for metal containers on the west side of the property.
- Mr. Brown agreed to move them out of the setback. The red container will remain since its existing non-conforming.
- Mr. Glotfelter inquired about the Fire Department access onto the site.
- Mr. Brown commented that the gate is locked with a Knox Box and the Fire Department will have full access.
- Mr. McAnally brought attention to the letter from OHM dated April 11, 2017. OHM has concerns for drainage of the entire site. Mr. Brown shall be aware of these concerns.

Motion by McAnally supported by Paul to conditionally approve SPR-2016-027; Benlee, Inc. for an amended site plan to expand the use, parking and outdoor storage. Approval is conditioned upon the following:

1. Variances from the BZA which were granted with conditions on March 1, 2017.
2. Any future modification to the site with regard to change in use, limits and amount of outdoor storage or other changes must be approved by the city.
3. The site must be well maintained and outdoor storage must be arranged in an orderly and neat fashion; no waste or scrap material shall be allowed outdoors.
4. The outdoor storage of scrap metal and other scrap materials shall be limited to containers and shall not exceed 200 sq. ft.
5. All existing surface areas will be reviewed by the Building Department and City Engineer during construction review to determine needed repair and/or reconstruction. Repair/resurfacing is required to the area on the east side of the front building and the rear parking lot.
6. Waivers to the following:
   a. Section 14.02(b) and 11.17(b)(6) to allow the use of gravel for outdoor storage.
   b. Sections 14.02(b)(2) and 11.17(b)(7) to not require curbs.
   c. Section 13.06 to eliminate the dumpster enclosure.
   d. Section 11.17(b)(3) to the screening requirements around the outdoor storage.
   e. Section 13.04 to allow payment in lieu of construction of the sidewalk in the amount of $3,050.00.
7. A revised site plan must be provided for administrative review that addresses the outstanding comments noted above and includes:
   a. All comments noted above regarding outside storage notes and references.
   b. The note under “Zoning” that references the front setback must be revised since buildings, parking, loading and storage areas are not permitted in the setback areas.
c. Calculations for impervious surface coverage must be corrected to include buildings, asphalt, concrete and gravel.
d. The metal storage containers must be moved so that they comply with side yard setback requirements.
c. Corrections to the “Requested Variances/Waivers” as noted above.
f. Dimensions of the barrier free parking spaces (particular at the rear). Compliance with ANSI standards to be reviewed by the Building and Safety Department.
g. The gravel/direct and dirt areas to the west of the trailer storage area must be restored and they shall include the required parking lot landscaping (9 trees).
h. Payment in lieu of construction of the sidewalk (122’ @ $25 = $3,050.00) must be noted on the site plan and paid to the Planning Department prior to issuance of any occupancy approvals.
i. The note under “Requested Variances/Waivers” with regard to the enclosure around the compactor must be changed to a waiver instead of a variance for the enclosure.
j. Notes must be added to the site plan stating:
   (1) Any existing lighting that is directed upward shall be directed downward per Section 20.09(c)(7).
   (2) Any portions of the existing fencing that are in disrepair will be replaced or repaired.
k. All required landscape notes per Section 13.02(m), (n), and (o) must be added to the landscape plan.
8. Any other items identified by the ARC committee being addressed during engineering/construction and city certification review through the Building and Safety Department is required and other items that were discussed & agreed upon.

Roll Call Vote: Ayes – McAnally, Paul, Frederick, Glotfelty, Roscoe and Freitag. Nays – None. Motion Carried.

8. PC Cases involving Advice or Input from the Planning Commission – None.

9. Reports
   A. Chairperson
      • Ms. Freitag wished everyone a Happy Easter
   B. City Planner
      1. Planning Department Status Report
         • Ms. Maise informed the commissioners that there will be a special meeting on May 4, 2017 and a regular meeting on May 15, 2017.

10. Reports on Interest Designation
    • Ms. Roscoe announced upcoming city events.

11. Communications

12. Adjournment
Motion by Glotfelty supported by Roscoe to adjourn the meeting at 7:45 p.m. Roll Call Vote: Ayes – Glotfelty, Roscoe, Paul, Frederick, McAnally & Freitag. Nays – None. Motion Carried.

Michael Prybyla, Secretary
City of Romulus Planning Commission