MINUTES OF THE REGULAR MEETING OF THE CITY OF ROMULUS PLANNING COMMISSION HELD ON MONDAY, SEPTEMBER 19, 2011

1. The meeting was called to order by Chairperson Freitag at 7:00 p.m. Ms. Freitag also introduced the new City Planner Carol Maise.

   Excused: David Paul
   Also in attendance: Carol Maise, City Planner

3. Motion by Zilka supported by Lambert to approve the agenda as presented. Roll Call Vote: Ayes – Zilka, Lambert, Burcroff, McAnally, Butler, Prybyla, Glotfelty & Freitag. Nays – none. Motion Carried.

   Agenda

1. Pledge of Allegiance

2. Roll Call

3. Approval of Agenda

4. Approval of the minutes of the regular meeting of the Planning Commission held on Monday, June 20, 2011.

5. Comments from Public on Non Agenda Items

6. Public Hearings

   A. PC-2011-008/009; Speedway Gas Station, requesting special land use and site plan approval to construct a 3,936 square foot gas station located on a 1.12+- acre parcel on the west side of Merriman Road between Wickham and I-94 Roads. Parcel# 82-80-043-99-0003-000 and part of 82-80-043-99-0004-000. Zoning: C-3, Highway Business District and RC, Regional Center District. Fueling Stations are permitted in the C-3, Highway Business District, and RC, Regional Center District, subject to Special Land Use Approval. (Action required: Hold a public hearing and make recommendation to City Council on special land use and take action on site plan)

7. Old Business

8. New Business

   A. PC-2011-007; Dollar General Store requesting site plan approval for a 9,180 square retail store located on a 1.18+- acre parcel on the west side of Wayne Road between

9. Cases Involving Advice or Input from the Planning Commission

10. Reports
   A. Chairperson
   B. City Planner
      1. Michigan Medical Marihuana Act (MMMA)
      2. Zoning Ordinance – Article 18 Special Land Use

11. Reports on Interest Designation

12. Communications

13. Adjournment

4. Motion by Prybyla supported by McAnally to approve the minutes of the regular meeting of the Planning Commission held on Monday, June 20, 2011. Roll Call Vote: Ayes – Prybyla, McAnally, Glotfelty, Butler, Burcroff, Zilka, Lambert and Freitag. Nays – none. Motion carried.

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

6. Public Hearings

   A. PC-2011-008/009; Speedway Gas Station, requesting special land use and site plan approval to construct a 3,936 square foot gas station located on a 1.12+- acre parcel on the west side of Merriman Road between Wickham and I-94 Roads. Parcel# 82-80-043-99-0003-000 and part of 82-80-043-99-0004-000. Zoning: C-3, Highway Business District and RC, Regional Center District. Fueling Stations are permitted in the C-3, Highway Business District, and RC, Regional Center District, subject to Special Land Use Approval. (Action required: Hold a public hearing and make recommendation to City Council on special land use and take action on site plan)

Chairperson Freitag opened the meeting for discussion and comments from the petitioner.

Brian Lance, L & R Construction Services, Jim Dwenger, Speedway Gas Station and Jonathan Curry, Professional Engineering Associates came forward to present the
Commission with a brief overview of the project. Mr. Lance indicated that they have been working on the project for quite awhile and many changes have been made since they started this process. He noted:

- The existing gas station is on .06 acres and is zoned C-3 and RC.
- The site is to the north of Merriman Road in the triangle area as shown on the site plan; to the south is the Clarion Hotel; to the west is the new Holiday Inn and to the east is Airlines Parking.
- They are looking to purchase just under an acre of property from the Clarion Hotel, which is just directly to the south. There is an option to purchase a portion of the property once plan approval is granted.
- Short of the drive approaches being left in place, everything will be completely removed.
- A 3,900 sq. ft. brick building, with a hip roof is proposed. Sample materials of the brick and shingles were provided.
- A dumpster enclosure, with a storage building directly behind it will also contain brick that will match the building.
- Six (6) gasoline dispensers will be underneath the canopy.
- The canopy will have brick columns that match the building.
- There will be one kerosene dispenser set off to the side.
- The canopy lighting will be fully shielded and meets ordinance requirements. A cut sheet detail of the fixture is shown on the plan.
- New underground storage tanks are proposed.
- There is an underground storm water storage system, which will meet Wayne County requirements.
- Extensive landscaping improvements along with some decorative fencing will be provided.
- Twenty two (22) parking spots including four (4) spots behind the building for employee parking are proposed.

Carol Maise, City Planner, reviewed the summary memorandum dated September 7, 2011 and provided an overview of the Special Land Use Criteria findings (Sec 18.05), the Special Land Use Specific Conditions findings (Sec. 7.04) and the recommendations of the Planning Department.

- Ms. Maise indicated that her recommendation is two-fold, the first part being a recommendation of approval for the special land use to the City Council, conditioned upon a waiver to the driveway standards; submission of the Pollution Incidence Protection Plan (PIPP) to the Fire Department as part of construction review; and compliance with the conditions of site plan approval.
- Ms. Maise also noted that the Planning Department is recommending approval of the site plan conditioned on the following: approval of the special land use by City Council; approval of all variances by the Board of Appeals with the condition that if they are not approved and the layout changes, that revised site plan approval might be
necessary; approval of the payment in lieu of construction for the required sidewalks, in the amount of $2,300 prior to issuance of a C of O; approval of the lot split and combination from the Assessor’s Office prior to issuance of a building permit; and submission of 11 sets of revised plans for administrative review.

- Ms. Maise emphasized that the lot split combination is critical to this development as the applicant knows. The owners of the Clarion Hotel are also aware of it. Ms. Maise noted that the Clarion has submitted a site plan for long term parking that shows the reconfiguration of the parking area based on the Speedway development. Ms. Maise stated that the Department has impressed upon the applicant that the lot split cannot be done without the parking reconfiguration on the Clarion site being submitted and approved by the Planning Commission. The lot split will be a condition of site plan approval.

- Ms. Lambert questioned whether the lot split can happen without the approval of this project.

- Ms. Maise explained that the Clarion Hotel is selling approximately one half acre to Speedway for the redevelopment of the property and the lot split and reconfiguration for the Clarion Hotel must be approved prior to a building permit being issued.

- Mr. Lance showed the Commission on the site plan the portion of Clarion property that will be used for the Speedway development and the area that will be used for the parking reconfiguration for the Clarion.

- Ms. Maise indicated that a site plan has been submitted for a parking structure for long term parking for the Clarion Hotel that includes a general layout of the parking reconfiguration. There has been one administrative review of the site plan and revised plans are needed.

- Ms. Freitag asked if that has to be approved first before they can do the lot split.

- Ms. Maise indicated yes, the parking reconfiguration portion of the plan does need approval. Parking space requirements and access must be in compliance. It appears that a variance for the side yard setback is needed but that shouldn’t hold things up.

Let the record show that an affidavit of first class mail has been shown and is on file.

Chairperson Freitag opened the public hearing for public comments and asked if anyone in the audience wished to speak on this matter.

No one came forward.

Chairperson Freitag closed the public hearing and opened the meeting for comments and discussion from the Commissioners as follows:

- Ms. Freitag indicated that she was excited about this project because she uses this gas station and has even driven around the block a couple of times just to wait to get in. Ms. Freitag noted that they seem to have the best prices around and she loves that they don’t do different prices for cash and credit.
• Mr. McAnally asked for clarification in regards to the ten (10) parking spots as they are not part of the site plan approval.
• Ms Maise explained that the spaces are a result of the half-acre piece of property that Speedway is buying from the Clarion which changes the configuration of the Clarion site.
• Mr. McAnally asked if it was shown for reference only and does it have any bearing on our deliberations.
• Ms. Maise indicated that it is not being approved as part of the Speedway site plan, however once the applicant is ready for a building permit, the lot split must be done. The Planning Commission will likely see the site plan for the Clarion parking reconfiguration soon since it will hold Speedway up.
• Mr. Lance stated that there was concern about having safe passage for fire trucks and that’s what the Clarion parking is shown on these plans and it is for reference only.
• Mr. McAnally asked how long the station will be shut down for.
• Mr. Lance indicated it will be a 90 day process from start to finish.
• Mr. McAnally said the station is dangerous to get into now and he is very happy to see this change and hopes that it goes very quickly.
• Mr. Prybyla questioned the loss of parking spaces for the Clarion, the plan for the long term parking and whether hotels were even approved for long term parking. He noted concern that he wants to vote on something tonight and yet Clarion is supposed to submit something later on.
• Ms. Maise indicated that Clarion is undergoing site plan review right now. She is hoping that the site plan will be ready for the November agenda. The lot split approval and parking reconfiguration site plan approval are conditions of any approval of the Speedway site plan.
• Mr. Lance noted it is only the few spots on the side of the Clarion site adjacent to the Speedway property and not the long term parking that needs to be approved.
• Ms. Maise emphasized that the Clarion site needs to stand on its own in terms of parking requirements.
• Mr. Lance stated that the Clarion site was severely over-parked and that losing those spots were not going to be an issue for them.
• Mr. Prybyla indicated that they have parties and banquets there and he questioned where the long term parking is going to be and where the parking for these parties/banquets is going to be located.
• Ms. Maise explained that the long term parking is proposed in a 2 story structure along Merriman Road, at the side of the building that currently contains parking. She noted that they are proposing a third floor in the future, and it is designated as all long term parking.
• Ms. Maise continued by saying that an administrative review of the site has been done and there are a lot of deficiencies. The long term parking is a special land use. Revised plans are needed to address all the outstanding issues.
Ms. Maise noted that the lot split is a critical issue and it won’t be approved until the parking reconfiguration is approved.

Ms. Maise commented that if Clarion decided to not do the long term parking, parking space requirements, parking space and aisle dimensions must be verified. She noted that a variance is likely needed for the side yard setback.

Mr. Prybyla inquired whether Clarion had to have a certain number of parking spaces based on when it was originally built and was that included on the site plan.

Ms. Maise stated that the site must comply with ordinance requirements and noted the information wasn’t provided. The site plan focused on the long term parking. The hope was to have both the Speedway and Clarion site plans in front of the Commission tonight so that the Speedway redevelopment wasn’t held up.

Mr. Lance requested that Speedway’s proposal not be contingent upon Clarion’s long term parking but on the parking reconfiguration portion only.

Ms. Maise confirmed that at this point the concern is the Clarion parking reconfiguration.

Mr. Prybyla asked if they want a motion regarding that.

Ms. Freitag responded to Mr. Prybyla that the lot split is a condition of approval and Speedway will not be able to get a building permit until Clarion receives approval on the parking reconfiguration. If they approve the Speedway site plan tonight they still have to wait until the Clarion parking reconfiguration is approved.

Mr. Prybyla asked again if they approve this tonight, will Speedway have to wait until Clarion gets the lot split approved.

Ms. Maise indicated yes, the lot split must be approved prior to the issuance of a building permit. A site plan that includes the long term parking on it may be submitted but the parking reconfiguration must be approved to approve the lot split.

Mr. Lance stated that they cannot wait months for Clarion to work on a three story parking structure and that they need to expedite an approval of this portion of the parking. He hopes that the City can help with the appropriate steps to move this along and to make sure Clarion meets their parking requirements of the parking structure issues.

Ms. Freitag commented that Mr. Lance will probably be at Clarion’s door step tomorrow morning to get this resolved. She stated to the Commission that if the site plan is approved tonight, they cannot go forward until the lot split is done and it’s been determined that Clarion has enough parking spaces.

Mr. McAnally asked Mr. Lance if site plan approval is granted and Clarion’s plan doesn’t get approved or moved forward, does that kill your project.

Mr. Lance indicated yes.

Ms. Maise mentioned that it is assumed that Speedway did their homework and that the number of parking spaces will meet requirements.

Mr. Lance indicated that as discussed, Speedway can’t do the lot split until Clarion gets their site plan approval, and they are aware of that, but they do not want to tie
that into the parking structure. He stated that they will start tomorrow making sure that this portion of the development gets taken care of promptly.

- Mr. Burcroff commented that this is a big improvement to the site, and while the gas station has its challenges by expanding it, the whole redevelopment functions better. He noted that it needs to come to the Commission first for a recommendation to City Council for the special use. He stated that he thinks it’s a good project and he’s comfortable with it according to the staff report and conditions of approval. He suggested recommending the special land use to City Council and approving the site plan. He thinks this is a tremendous improvement, and he’s ok with the process.

- Mr. Glotfelty asked Mr. Lance if he plans on breaking ground this year if possible.

- Mr. Lance stated that it will be spring or summer depending on the County’s issuance of permits. This will be their biggest challenge.

- Mr. Glotfelty asked to look at a sample of the brick.

- Ms. Freitag stated the building looks beautiful and that it is going to improve that whole corner. She asked if anyone else has any questions or comments. There being no additional comments she indicates a motion is in order for a special land recommendation to City Council.

Motion by Burcroff supported by Zilka to recommend approval of the Special Land Use request PC-2011-008, Speedway Gas Station, to the City Council upon the finding that the site as designed is consistent with the Master Plan, compatible with adjacent land uses, has a minimal impact on the environment, is consistent with the Zoning Ordinance, is compatible with public services, and has a minimal impact on traffic if the outstanding site plan items are addressed and subject to:

a. Approval of the waiver to the driveway standards;
b. Submission of the Pollution Incidence Protection Plan (PIPP) to the Fire Department as part of construction/engineering review; and
c. Compliance with all the conditions of site plan approval.


Motion by Lambert supported by Glotfelty to approve the site plan for PC-2011-009, Speedway Gas Station, conditioned upon the following:

a. Approval of the Special Land Use by the City Council;
b. Approval of the variances by the Board of Appeals with the condition if they are not approved and the layout changes, revised site plan approval may be necessary;
c. Approval of payment in-lieu-of construction of the required sidewalk in the amount of $2,300.00 for portions of Wickham and Merriman Roads prior to issuance of a Certificate of Occupancy;
d. Approval of the lot split/combination from the Assessor’s Office prior to issuance of a building permit;

e. Submission of eleven (11) sets of revised plans for administrative review and approval prior to submission to the Building Department incorporating all of the following:
   i. Dates of approval of the City Council and Board of Zoning Appeals;
   ii. Listing of all waivers and variances and the date of approval and who granted the approval; and
   iii. Compliance with all noted deficiencies identified in the report above.


7. Old Business – None

8. New Business

A. PC-2011-007; Dollar General Store requesting site plan approval for a 9,180 square retail store located on a 1.18+- acre parcel on the west side of Wayne Road between Herman and Ronald Roads. Parcel# 82-80-065-99-0013-001. Zoning: C-2, General Business District. (Action required: Review site plan)

Jim Milanowski, Milanowski & Englert representing Midwest Properties LLC, the developer and property owner, gave a brief overview of the project as follows:

- The site is located on Wayne Road immediately north of the high school, on a 158-foot wide parcel which will be reduced to a 151-foot wide parcel. A lot line adjustment is currently being processed through the Assessor’s Office.
- The proposed building is 9,180 sq ft.
- Plans have been submitted to the Wayne County Department of Public Works for their review of activity on Wayne Road and also the storm water management system including the underground detention system. The County has commented that the detention system is overdesigned and they are allowing roughly a 35-40 % reduction. Since this is a very tight site, Mr. Malinowski commented that they will reduce the amount of detention.
- Mr. Malinowski said that the County did not object to the driveway location since it lined up with a private road across the street. This is one of the reasons the developer opted to purchase the adjacent property, since more area was needed to accommodate the proposed driveway.
- An ingress/egress easement of the easterly/northerly portion of the driveway approach is being provided for access for future development to the property to the north since it is very unlikely that the County would ever give another driveway permit. A legal description of that easement has been prepared for review.
• Dollar General discourages the joint use of driveways but they have agreed to it in this case.
• Construction is likely to start this year if at all possible and the hope is to have the store operable by the end of the year.
• Ms. Freitag confirmed that they want to get the outside work done soon so work on the inside can take place during the winter.
• Mr. Milanowski indicated that they have a completion date of the end of January or first part of February, but everything outside has to be done soon.

Carol Maise, City Planner, reviewed the summary memorandum dated September 1, 2011 and indicated the following:
• Engineering plans for this project are further along than the typical site since the applicant wants to get construction started.
• The site plan is in compliance with ordinance requirements.
• There is concern with the narrowness of the Dollar General site and especially the resulting parcel to the north and the applicant was advised that the Planning Commission would inquire about it.
• The shared driveway is desired but there is some concern that the narrowness of the site could cause problems with loading and unloading.
• As seen on the truck circulation plan, truck maneuvering on the Dollar General site is through the customer parking. There is also concern about the proximity to the adjacent high school during peak times.
• Dollar General has agreed and noted on the site plan that they would coordinate truck deliveries with the schools and with the store’s hours of operation.
• One of the conditions of approval is that documentation for that easement will be provided as part of construction review.
• Regarding lighting, there is an area just to the side of the front parking that is a stripped island, rather than a landscape island where the light pole is located. Since there are no curbs around it, there is concern that trucks could hit it. This was discussed with the applicant and they did shift it some.
• Note that the Fire Department did have some comments that will be addressed during construction review. They have concerns regarding the fire hydrant location, the looped water main and the fire lane width which can be handled during the engineering phase of review.

The Planning Department is recommending approval of the site plan conditioned upon the land division/land combination through the Assessor’s Office being completed prior to the issuance of a building permit and approval from Wayne County on the driveway location and design and the associated documentation for the access easement being provided during construction review.

• Ms. Freitag asked Mr. Milanowski if he received copies of these reports.
• Mr. Milanowski confirmed that he did and also indicated that he has talked to the Fire Chief and the 8-inch water main will not have to be looped as long as there is 250 feet of coverage.
• Ms. Maise confirmed that the Fire Chief’s report indicates that all items could be addressed during construction review.
• Mr. Burcroft asked Ms. Maise what assurance does the City have that truck deliveries will be coordinated with the school’s schedule.
• Ms. Maise explained that on Sheet 5, Note U there is a statement that the developer is aware of the existing situation with the adjoining school and that Dollar General management will coordinate with the school to schedule truck deliveries at such times that will not conflict with the school traffic. That statement becomes a condition of site plan approval and then an enforcement issue.
• Mr. Burcroft asked the developer if he intends to add more property to the development.
• Mr. Milanowski indicated potentially yes.
• Mr. Burcroft thought that would be a much better development if there was more property.
• Mr. Milanowski stated that Dollar General is very specific about their developments. They will not allow a competitive business next door to them. They bought the adjacent property more out of convenience for the driveway issue however.
• Ms. Freitag asked for verification that they will get one semi-truck delivery a week and various smaller delivery trucks.
• Mr. Milanowski stated that any perishable goods would come in on much smaller trucks, and the maneuvering will be done in the parking area. The semi-truck deliveries will be done very early in the morning so there should be no conflict. Dollar General has 10,000 stores and they know how their trucks maneuver.
• Mr. Malinowski also commented that the Fire Chief is happy with the plan and that the International Fire Code for emergency vehicles will be met.
• Ms. Freitag noted her concerns for the high school being next door and all the foot traffic.
• Mr. Milanowski stated this is not Meijer’s and there will be a limited amount of truck traffic. There will be one semi-truck delivery per week with various other small delivery trucks.
• Mr. Burcroft asked for a look at the sample of brick for the building.
• Mr. Milanowski clarified that he is not the builder however he will do the best he can to answer any of those questions on the building.
• Mr. Zilka asked if the existing house and garage are going to be torn down, and if the building is going to be built on the north part of the parcel.
• Mr. Milanowski answered yes, the house and garage will be torn down but the new building will be built on the parcel immediately adjacent to the school.
• Mr. Zilka asked if there would be any landscaping between the store and the school.
• Mr. Milanowski indicated yes, as shown on the landscape plan in the package. He noted that he feels it is a quite extensive landscape plan. Mr. Malinowski also presented the Commission with the sample building materials and he indicated that it is not totally brick but brick panel siding and that it was approved by the Building Director.

• Mr. Prybyla noted the danger from traffic from the fast food restaurant across the street and mentioned that Dollar General is on the same side of the street which will be a lot safer.

• Mr. Milanowski indicated they will be upgrading the sidewalk on Wayne Road by removing and replacing the existing sidewalk.

• Mr. Glotfelty asked Mr. Milanowski about reducing the size of the detention system. He noted that if the property to the north was to be developed, it would be needed. He asked if another pond would be put in.

• Mr. Milanowski answered that if the property to the north is built on it would have to stand on its own.

• Mr. Glotfelty asked if that would be two different owners.

• Mr. Milanowski replied yes, or if it's developed by the common owner, an adequate storm detention system would have to be provided to meet the County requirements.

• Mr. Glotfelty inquired about a stub coming out of the manhole for the next developer to tie into, and noted, that this is typical for future development.

• Mr. Milanowski responded that they do not know what the future development will be if any, and therefore not providing it at this time.

• Mr. Glotfelty questioned the material for underground detention, and asked if it is metal pipe.

• Mr. Milanowski answered no, but rather a doghouse system with an open bottom and restricted outlet that will be used per Wayne County’s constricting requirements; a solid wall ADF pipe, since no perforated allowed.

• Mr. Glotfelty asked Mr. Milanowski to confirm that it goes into a 12 inch’ storm sewer that then goes into the County drain.

• Mr. Milanowski replied it is not a County drain, but a County storm system.

• Mr. Butler questioned if the sides of the property have any type of privacy wall.

• Ms. Maisie responded that because the property abuts up to residential to the west, they are required to have a wider buffer.

• Mr. Milanowski commented that there are HVAC units on the back of the building. He noted that a vinyl fencing wall with a gate will be provided for screening.

• Ms. Maisie noted that in addition to the buffer requirements we highly encouraged the use of evergreens to give year round screening.

• Mr. Malinowski stated that it is residential zoning to the west however there is no residence there.

• Mr. McAnally asked about the pedestrian connection between the high school and this business.
Ms. Maise responded that during the second review of the plan, the landscape plans had removed the fence. It appeared that the fence was coming down, so a pedestrian connection was suggested. The fence is not being removed.

Mr. McAnally noted that a pedestrian connection is likely not a good idea.

Mr. Milanowski explained that for safety reasons, it is better that pedestrians are directed out to the sidewalk.

Motion by McAnally supported by Prybyla to approve PC-2011-007 Dollar General conditioned upon the following:

1. Approval of the land division/combination through the Assessor’s Office prior to issuance of a building permit; and
2. Approval from Wayne County on the driveway location and design and documentation for the access easement being provided during engineering/construction review.

Roll Call Vote: Ayes – McAnally, Prybyla, Zilka, Burcroff, Butler, Glotfelty, Freitag. Nays – None. Motion Carried.

9. Cases Involving Advice or Input from the Planning Commission – None.

10. Reports

A. Chairperson

- Ms. Freitag reported that this past weekend was the Pumpkin Festival and that it was nice that it was back.
- Mr. Burcroff agreed that it’s great that the Pumpkin Festival is back and he’s hoping for feedback on the new location. He also acknowledged and thanked all who worked so hard to make the event a success including the Rotary; the DDA, especially Maria and Merric; the DPW workers; the Police and Fire Departments; and the organizers of the car show.

B. City Planner

- Carol Maise, City Planner, updated the Commission on two items.
  1) Michigan Medical Marihuana Act: The City Attorney is continuing to work with Tim Keyes and the Planning Department on draft ordinance language.

  (2) Zoning Ordinance Amendment, Article 18 Special Land Uses: Ms. Maise explained to the Commissioners that the City Council referred the Special Land Use article back to staff for revisions. The Council directed that the current Special Land Use review procedure be followed.

- Ms. Maise mentioned that the Planning Department is working on a few developments that should be on an upcoming agenda for their review. The Upscale
Warehouse is a proposed jazz club on Wayne Road and a site plan may be submitted in the near future.

- Ms. Maise expressed appreciation for the opportunity to work for the City and thanked everyone for the wonderful welcome.

11. Communications - None

12. Adjournment— Motion by Zilka supported by McAnally to adjourn the meeting at 8:10 p.m. Roll Call Vote: Ayes – Zilka, McAnally, Burcroff, Butler, Glotfelty, Prybyla & Freitag. Nays – None. Motion Carried.

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Daniel McAnally, Secretary
City of Romulus Planning Commission