

**SUPERIOR CHARTER TOWNSHIP PLANNING COMMISSION
SUPERIOR TOWNSHIP HALL
3040 N. PROSPECT, YPSILANTI, MI 48198
AGENDA
FEBRUARY 28, 2018
7:30 p.m.**

1. CALL TO ORDER
2. ROLL CALL
3. DETERMINATION OF QUORUM
4. ADOPTION OF AGENDA
5. APPROVAL OF MINUTES
 - A. Approval of the October 25, 2017 regular meeting minutes
6. CITIZEN PARTICIPATION
7. CORRESPONDENCE
 - A. Notice of Intent to Plan from Van Buren Charter Township
8. PUBLIC HEARINGS, DELIBERATIONS AND ACTIONS
 - A. STPC #18-02 Dixboro House Restaurant Conditional Use Permit
 1. Public Hearing
 2. Deliberation
 3. Action
9. REPORTS
 - A. Ordinance Officer
 - B. Building Inspector
 - C. Zoning Administrator
10. OLD BUSINESS
 - A. STPC #18-01 RFC Holdings, LLC – Preliminary Site Plan
11. NEW BUSINESS
 - A. STPC #18-04 Glen Oaks Cooperative Office Addition Preliminary Site Plan
 - B. STPC #18-03 Dixboro House Restaurant Preliminary Site Plan
 - C. STPC #18-05 Fleming Creek Zoning Ordinance Amendment – Discussion
 - D. Election of Officers for 2018
 - E. Adoption of 2018 Meeting Schedule
12. POLICY DISCUSSION
13. ADJOURNMENT

Thomas Brennan III, Commission Secretary
3040 N. Prospect, Ypsilanti, MI 48198

Laura Bennett, Planning Clerk
734-482-6099

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10-1 CALL TO ORDER

Vice-Chairperson Gardner called the regular meeting to order at 7:30 p.m.

10-2 ROLL CALL

The following members were present: Brennan, Findley, Gardner, Sani-Yahyai, and Steele. Guenther and McGill were absent. Also present were Rodney Nanney, Township Planner, George Tsakoff, Township Engineer, and Rick Mayernik, Building/Zoning Administrator.

10-3 DETERMINATION OF QUORUM

A quorum was present.

10-4 ADOPTION OF AGENDA

A motion was made by Commissioner Sani-Yahyai and supported by Commissioner Findley to adopt the agenda as presented. The motion carried.

10-5 APPROVAL OF MINUTES

A. Minutes of the August 23, 2017 Meeting

A motion was made by Commissioner Findley and supported by Commissioner Brennan to approve the minutes as presented. The motion carried.

10-6 CITIZEN PARTICIPATION

There was no Citizen Participation.

10-7 CORRESPONDENCE

There was no Correspondence.

10-8 PUBLIC HEARINGS, DELIBERATIONS AND ACTIONS

None.

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10-9 REPORTS

A. Building Inspector

A motion was made by Commissioner Sanii-Yahyai and supported by Commissioner Brennan to receive the report. The motion carried.

B. Zoning Administrator

A motion was made by Commissioner Brennan and supported by Commissioner Sanii-Yahyai to receive the report. The motion carried.

10-10 OLD BUSINESS

A. STPC #16-06 Sutton Ridge - Final Site Plan

Kellie McIvor, Redwood, gave a brief overview of the development and noted small changes that have evolved. She added that they have all outside agency approvals or assurance of approval.

Rodney Nanney, Township Planner, reviewed the Planner's report dated October 13, 2017.

George Tsakoff, Township Engineer, reviewed the Engineer's report dated October 17, 2017.

Commissioner Findley noted a typographical error on the approvals from Washtenaw County Road Commission (WCRC).

Ms. McIvor explained that WCRC requested the applicant improve the traffic light at Geddes and Prospect Roads if the development is approved. She added that the improvements to the traffic light would be completed in cooperation with Lombardo Homes.

Commissioner Gardner asked where the applicant was in terms of conversations and negotiations with the neighboring Bromley Park.

It was noted that initially there were many complaints from Bromley Park residents. Additionally, there was an issue with funding the maintenance of roads within the subdivision. It was decided that Redwood would give a lumpsum payment at the start of the project to cover road maintenance

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at the discretion of Bromley Park. It was also noted that units were moved farther from the single-family homes in Bromley Park.

Motion by Commissioner Findley, supported by Commissioner Brennan, to approve the STPC #16-06 Sutton Ridge Final Site Plan dated 9/19/2017, finding that it complies with the applicable Zoning Ordinance requirements, including Section 10.07 (Required Site Plan Information) and Section 10.10 (Standards for Site Plan Approval) of Zoning Ordinance No. 174, subject to the following conditions:

1. All required permits and outside agency approvals noted in the Township Engineer's report dated 10/17/2017 shall be obtained prior to engineering approval of construction plans.
2. Sheets L-1A, L-1B, and L-3 of the landscape plans shall be corrected as noted in the Township Planner's report dated 10/13/2017.
3. Within 30 calendar days, the applicant shall submit six (6) paper sets and one (1) digital set in .PDF format of a revised final site plan to the Township with the corrected sheets L-1A, L-1B, and L-3, and with all other sheets remaining unchanged and retaining the 9/19/2017 revision date.
4. The revised final site plan shall be subject to administrative review and acceptance by the Township Planner and Zoning Inspector.

Yes: Brennan, Findley, Gardner, Sanii-Yahyai, Steele.
No: None.
Absent: Guenther, McGill.
Abstain: None.

The motion carried.

B. STPC #17-05 RFC Holdings, LLC - Area Plan Amendment Revised Plan

Mr. Nanney stated that the Area Plan that was seen by the Planning Commission at the August 23, 2017 meeting, was not ready for the last Board of Trustees meeting. He explained that if the Planning Commissioners are interested, they can make a motion that removes the condition(s) that were placed on the plan at the last Planning Commission meeting. It was noted that the plans now include the deviations and all items have been taken care of by the applicants.

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Mr. Nanney reviewed the Planner's Report dated October 16, 2017.

Mr. Tsakoff reviewed the Engineer's report dated October 17, 2017.

Commissioner Gardner inquired as to why the Planning Commission couldn't simply "do nothing," since all conditions have been met. He asked why not let the previous ruling stand.

Mr. Nanney stated that the plan had been redrafted by a civil engineer giving it different character. He also reiterated that the applicant will be able to submit a clean recommendation to the board.

Commissioner Brennan stated that he felt comfortable reconsidering the motion so that the Board of Trustees reviews a "clean copy" of the plan.

A motion was made by Commissioner Findley and supported by Commissioner Brennan to reconsider our August 23, 2017 motion to recommend that the Township Board of Trustees approve STPC #17-05, RFC Financial Planners Area Plan Amendment subject to two conditions.

Yes: Brennan, Findley, Gardner, Sanii-Yahyai, Steele.
No: None.
Absent: Guenther, McGill.
Abstain: None.

The motion carried.

Motion by Commissioner Brennan and supported by Commissioner Findley to recommend that the Township Board of Trustees approve STPC #17-05 RFC Financial Planners Area Plan Amendment dated 10/13/2017, finding that it complies with the applicable Zoning Ordinance requirements, including Section 7.200 (General Standards) and Section 7.304 [Village Center (VC) Special District] of Zoning Ordinance No. 174.

Yes: Brennan, Findley, Gardner, Sanii-Yahyai, Steele.
No: None.
Absent: Guenther, McGill.
Abstain: None.

The motion carried.

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Motion by Commissioner Findley and supported by Commissioner Sani-Yahyai, to recommend that the Township Board of Trustees accept the six (6) proposed ordinance deviations as presented on the cover sheet of the STPC #17-05 RFC Financial Planners Area Plan Amendment dated 10/13/2017, finding that the proposed ordinance deviations:

1. Are limited in scope and comply with the standards found in Section 7.003 (Regulatory Flexibility) of Zoning Ordinance No. 174;
2. Are compatible with the goals and policies outlined in the Dixboro Area Plan Amendment, which is Chapter 9 of the Township Master Plan; and
3. Will result in a higher quality of development than would be possible without the proposed deviations.

Yes: Brennan, Findley, Gardner, Sani-Yahyai, Steele.

No: None.

Absent: Guenther, McGill.

Abstain: None.

The motion carried.

10-11 NEW BUSINESS

- A. STPC #17-06 Hyundai Parking Lot Improvements - Combined Preliminary and Final Site Plan and Major/Minor Change Consideration

Mark Torigian, Hyundai, stated that the applicant is seeking approval to combine two existing parking lots, add a fence, and add gravel to allow for additional parking on the site, at the Hyundai-Kia America Technical Center.

Mr. Nanney reviewed the Planner's report dated October 16, 2017.

Mr. Tsakoff reviewed the Engineer's report dated October 16, 2017.

A motion was made by Commissioner Brennan and supported by Commissioner Steele to determine that the proposed site alterations to expand the area for secured parking and storage of test vehicles depicted on sheet C-2 of the STPC #17-06 Hyundai America Technical Center – Secured Parking Improvements Combined Preliminary/Final Site Plan dated 10/11/2017 are a minor change to the approved Hyundai America

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Technical Center Area Plan, based on the standards outlined in Section 7.106 (Amendment and Revision).

Yes: Brennan, Findley, Gardner, Sanii-Yahyai, Steele.
No: None.
Absent: Guenther, McGill.
Abstain: None.

The motion carried.

A motion was made by Commissioner Findley and supported by Commissioner Steele to approve the STPC #17-06 Hyundai America Technical Center – Secured Parking Improvements Combined Preliminary/Final Site Plan dated 10/11/2017, finding that it complies with the applicable Zoning Ordinance requirements, including Section 10.07 (Required Site Plan Information) and Section 10.10 (Standards for Site Plan Approval) of Zoning Ordinance No. 174, subject to the following conditions:

1. All required permits noted in the Township Engineer's report dated 10/16/2017 shall be obtained prior to the start of construction.

10-12 POLICY DISCUSSION

Mr. Nanney stated that there could be a November Planning Commission meeting to discuss Dixboro Village related items. The local non-profit, Village Green, LLC, would like to construct a pavilion on the village green for general usage. This would also provide a barrier free access to the school house.

10-13 ADJOURNMENT

A motion was made by Commissioner Findley supported by Commissioner Brennan to adjourn at 8:34 p.m. The motion carried.

Respectfully submitted,
Thomas Brennan III, Planning Commission Secretary

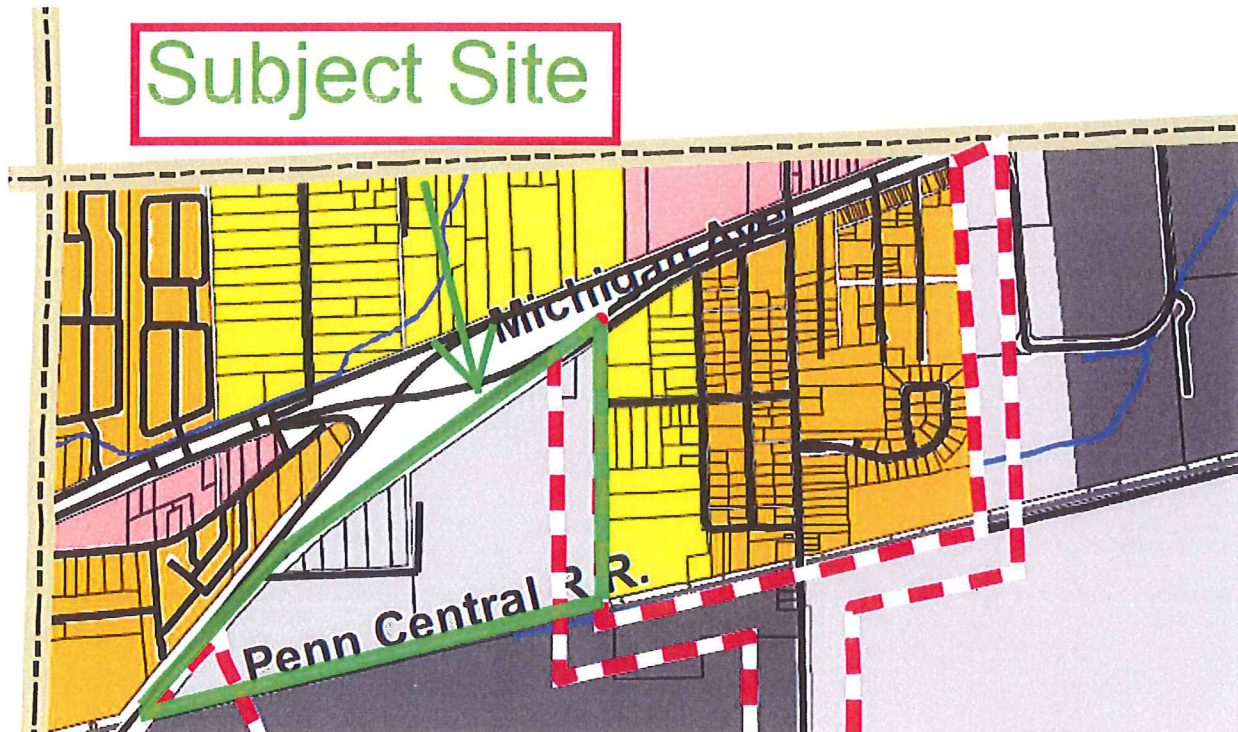
Laura Bennett, Recording Secretary
Superior Charter Township
3040 N. Prospect Rd.
Ypsilanti, MI 48198 (734) 482-6099

**CHARTER TOWNSHIP OF VAN BUREN
PLANNING COMMISSION
MASTER PLAN AMENDMENT DISTRIBUTION**

Consistent with the provisions of the Michigan Planning Enabling Act, Act 33 of the Public Acts of 2008, as amended, the Van Buren Township Planning Commission is distributing an amendment to the Township's Future Land Use Map in the Township's Master Plan to change the future land use designation of the following property from Low Density Single Family Residential B (15,000 square feet) to Light Industrial:

Parcels:

83-021-99-0001-000	83-022-01-0004-003	83-022-01-0007-001	83-021-99-0002-000
83-022-01-0005-005	83-022-01-0008-003	83-022-01-0003-004	83-022-01-0006-001
83-023-99-0005-000			



DRAFT
November 8, 2017

Future Land Use Plan

Van Buren Township,
Wayne County, Michigan

Base Map: Wayne County GIS, 2004
Data Source: Van Buren Township Master Plan 1999,
Single Family Residential Plan 1999, Edgewood-Corridor
Plan 2000, Grand Line Area Plan 2001, South Side Master Plan
2007 and Belleville Road District Plan 2010



Land Use Category

Residential

- Rural Settlement
1 acre lot area
- Low Density Single Family A
20,000 Sq Ft
- Low Density Single Family B
15,000 Sq Ft
- Medium Density Single Family A
10,000 Sq Ft
- Medium Density Single Family B
8,400 Sq Ft
- Village Residential
8,400 Sq Ft
- Multiple Family Residential
10 du/acre

Commercial

- South Side Commercial
- Local Commercial
- General Commercial
- Town Center Edge
- Town Center Core
- Gateway Commercial
- Highway Commercial
- Freeway Service
- CBD

Mixed Use

- Commercial/ Office
- Office Research
- Mixed Use*
- Office/ Light Industrial

Industrial

- Light Industrial
- Industrial Trucking
- Heavy Industrial

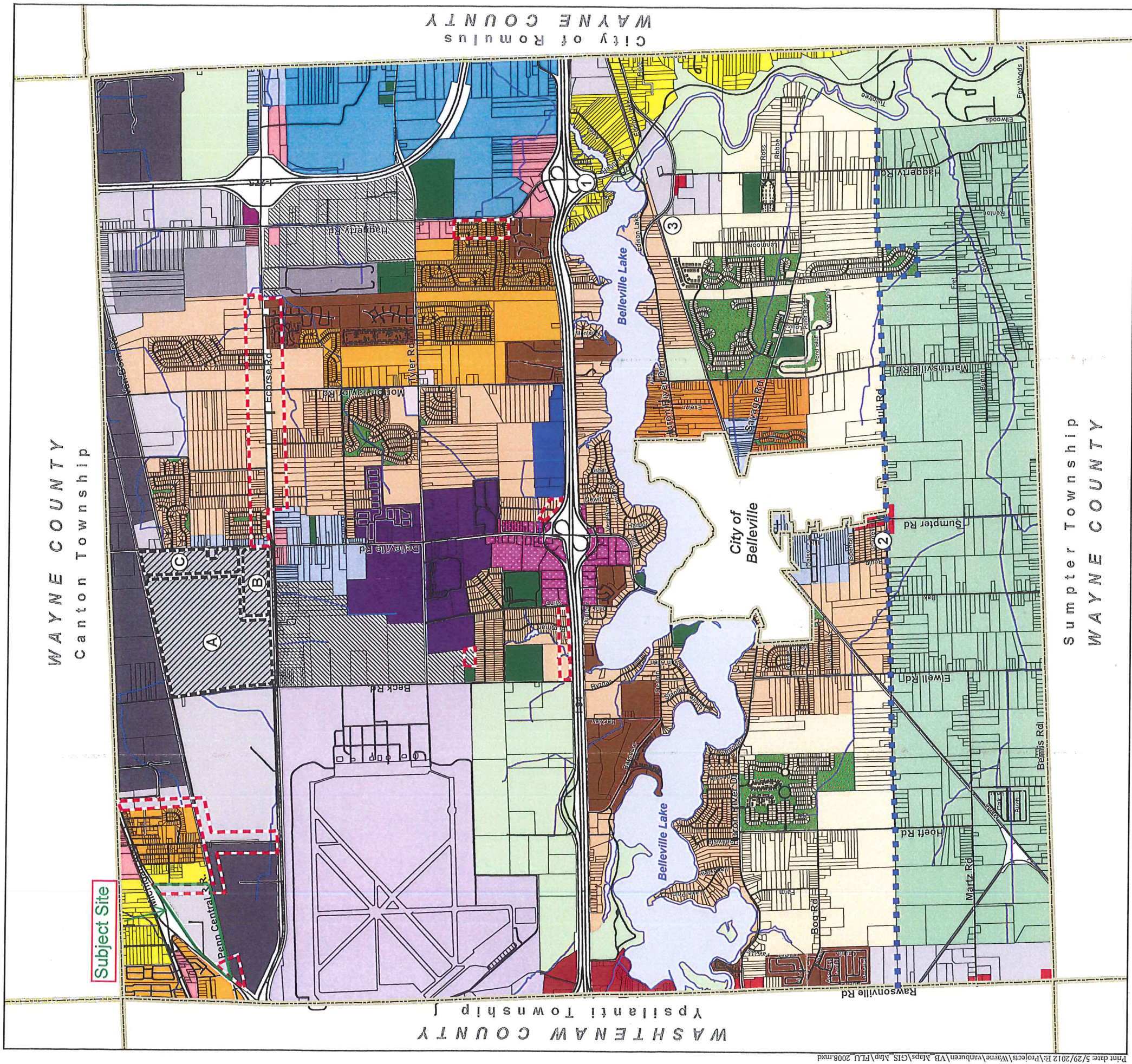
Other

- Airport
- Parks/ Open Space
- Public/ Semi Public
- Private Open Space
- Consent Judgment
- Residential Protection
- Urban Services Boundary

① Footnotes
(see South Side Master Plan)

Ⓐ Footnotes
(see Belleville Rd District Plan)

Note: Circulation Plans are not reflected on this map.
* See Associated Sub Area Plan for details.



DRAFT

November 8, 2017

Future Land Use Plan

Van Buren Township,
Wayne County, Michigan

Land Use Category

- Residential**
- Rural Settlement
1 acre lot area
- Low Density Single Family A
20,000 Sq Ft
- Low Density Single Family B
15,000 Sq Ft
- Medium Density Single Family A
10,000 Sq Ft
- Medium Density Single Family B
8,400 Sq Ft
- Village Residential
8,400 Sq Ft
- Multiple Family Residential
10 du/acre

- Commercial**
- South Side Commercial
- Local Commercial
- General Commercial
- Town Center Edge
- Town Center Core
- Gateway Commercial
- Highway Commercial
- Freeway Service
- CBD

- Mixed Use**
- Commercial/ Office
- Office Research
- Mixed Use*
- Office/ Light Industrial

- Industrial**
- Light Industrial
- Industrial Trucking
- Heavy Industrial

- Other**
- Airport
- Parks/ Open Space
- Public/ Semi Public
- Private Open Space
- Consent Judgment
- Residential Protection
- Urban Services Boundary
- Footnotes
(see South Side Master Plan)
- Footnotes
(see Belleville Rd District Plan)



Base Map : Wayne County GIS, 2004
 Data Source : Van Buren Township Master Plan 1989
 Single Family Residential Plan 1999, Ecorse-Haggerty Corridor
 Plan 2000, Grace Lake Area Plan 2001, South Side Master Plan
 2007 and Belleville Road District Plan 2010

Note: Circulation Plans are not reflected on this map.
 * See Associated Sub Area Plan for details.

CONDITIONAL USE PERMIT APPLICATION

(This application must be typewritten or printed. ALL questions must be answered.)

Request is hereby made for permission to obtain a conditional use permit for the property described below, for the following use: Outdoor eating areas and selling of alcohol in a restaurant and food service establishment

Applicant Name FF Acres Holdings LLC, Sava Lelcaj Farah, member

Applicant Address 301 E. Liberty, Suite 200, Ann Arbor, Michigan 48104

Telephone (734) 669-3310 Fax _____ Email sava@savcohospitality.com

Is the property owned by the applicant? † YES † NO

If "NO", what is the applicant's interest in the property? _____

Name, address and telephone number of owner(s): _____

DESCRIPTION OF THE PREMISES:

1. Location of property 5400 Plymouth Road, Ann Arbor, Michigan 48105
2. Zoning classification of property VC - Village Center
3. Adjoining land uses & zoning classifications N - VC (Vacant) & AG (Residential)
S & E - PC (Residential), W - VC (Residential)
4. Tax code number J-10-18-100-014
5. Size of property or lot 6.141± acres
6. Size of proposed building or addition (if any) Building Addition: 2,083± s.f., Deck: 2,546± s.f.
7. Use of existing building (if any) and property Restaurant

If a new building is proposed, has the Building Inspection department examined the plans for the proposed building? † YES † NO

Has the department refused a permit? † YES † NO

8. Has there been any previous land use application involving this property?

† YES NO If YES, state date of filing, character of appeal and disposition of same:

The following items are attached as part of the Conditional Use Permit Application:

1. A scaled and accurate survey drawing, correlated with the legal description and showing all existing buildings, drives and other improvements.

✓ ↑ CHECK IF ATTACHED

2. A letter of authority, or power of attorney, in case the appeal is made by a person other than the actual owner of the property.

N/A ↑ CHECK IF ATTACHED

3. Complete legal description of the premises (as stated on your deed or tax bills available in the Treasurer's Office).

✓ ↑ CHECK IF ATTACHED

4. A detailed description of the proposed use.

✓ ↑ CHECK IF ATTACHED

5. A site plan, either a.or b.

- a. A site plan, meeting all the requirements of a preliminary site plan as set forth in Article 10 of the Superior Charter Township Ordinance.

✓ ↑ CHECK IF ATTACHED

OR

- b. A site plan, meeting all the requirements of a minor site plan as set forth in Article 10 of the Superior Charter Township Zoning Ordinance.

↑ CHECK IF ATTACHED

6. A signed copy of the *Applicant's Acknowledgment*. (See attachment)

✓ ↑ CHECK IF ATTACHED

NOTICE TO APPLICANT: You are hereby advised to refer to the Superior Charter Township Zoning Ordinance for a description of your property's zoning classification, as well as Article 11 (Conditional Uses) and Article 10 (Site Plan Review); and any other sections of the Zoning Ordinance which may be applicable.

APPLICANT AFFIDAVIT

The applicant(s) represents that he/she/they are the owner(s) of the subject property or are acting on behalf of the above listed owner.

I hereby depose and certify that all information contained in this application, all accompanying plans and all attachments are complete and accurate to the best of my knowledge.

APPLICANT'S PRINTED NAME: SAVA LELCAS-FARAH

APPLICANT'S SIGNATURE [Signature] DATE 1/30/18

PROPERTY OWNER'S PRINTED NAME SAVA LELCAS-FARAH

PROPERTY OWNER'S SIGNATURE [Signature]

To be filled in by Township Clerk (or designated Township Officer/Personnel)

I hereby state that this petition was properly received and filed on 1/31/18 (date)

Signature of Clerk (or designee)
Laura Bennett

Fee paid \$ 3,000



CONDITIONAL USE PERMIT REPORT

Superior Charter Township Planning Commission

Dixboro House Restaurant

5400 Plymouth Road

Report Date: February 20, 2018

1. Description

1.01 Action requested. The applicant is requesting approval of conditional use permits for a restaurant serving alcoholic beverages and an outdoor eating area, in accordance with Section 5.109 (Outdoor Cafes and Eating Areas) and Article 11.0 (Conditional Uses) of the Superior Charter Township Zoning Ordinance No. 174.

1.02 Owner and Applicant. FF Acres Holdings LLC (Sava Lelcaj Farah), 301 E. Liberty St., Ann Arbor, MI 48104.

1.03 Area and location. 6.14 acres in the VC (Village Center) Special District on the south side of Plymouth Road east of Cherry Hill Road in the northeast quarter of section 18; parcel no. J-10-18-100-014.

2. Existing Legal Nonconforming Land Uses

The former Lord Fox/Roger Monks restaurant was a legal nonconforming use in the VC (Village Center) District, since the original establishment of a food service establishment with a liquor license and an outdoor eating area on this site long predated adoption of the associated conditional use permit requirements in the Zoning Ordinance.

We also understand that there was a “speakeasy” style bar area in the basement. Due to a lack of documentation regarding whether or not this bar area was lawfully established, it is not considered by the Township to be a legal nonconforming use. In addition, building and fire code restrictions will effectively limit use of this area to accessory storage.

The applicant has proposed alterations to the restaurant facility and expansion of the outdoor eating area, which require conditional use approval.

3. Conditional Use Standards for Consideration

We have reviewed the application for consistency with Section 63.06 (Conditional Use Standards). Each standard is summarized below, and our review comments follow:

#	Conditional Use Standards (Section 63.06)
1	The proposed use will be harmonious, and in accordance with the objectives, intent, and purposes of this Ordinance.

#	Conditional Use Standards (Section 63.06)
	<p>Comments: The expanded restaurant facility serving alcoholic beverages can conform to this standard, subject to verification of availability of adequate off-street parking facilities to serve the expanded operations.</p> <p>Documentation is needed from the applicant to demonstrate how the proposed number of spaces will be adequate for the anticipated number of patrons, typical number patrons per vehicle, and rate of table turnover during high capacity operations. In addition, the parking calculations need to be updated to reflect a total seating capacity of 245 plus the capacity of the “<i>open deck soft seating</i>” area adjacent to the front entrance, or 249 if this area is not intended for additional seating capacity.</p> <p>The associated outdoor eating area can conform to this standard, subject to confirmation by the applicant that no use of amplified sound is planned for the exterior of the facility, and no additional signage is planned for the outdoor eating area.</p>
2	<p>The proposed use will be compatible with the natural environment and existing and future land uses in the vicinity.</p> <p>Comments: The expanded restaurant facility serving alcoholic beverages and associated outdoor eating area can conform to this standard, subject to final site plan review of proposed changes to existing natural features, stormwater management improvements, and other measures designed to maximize protection of the Fleming Creek watershed.</p>
3	<p>The proposed use will be compatible with the Township’s Master Plan.</p> <p>Comments: The proposed development and land uses are compatible with Chapter 9 (Dixboro Area Plan Amendment) of the Township Master Plan.</p>
4	<p>The proposed use will be served adequately by essential public facilities and services, such as highways, streets, police and fire protection, drainage ways and structures, refuse disposal, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately for any such services.</p> <p>Comments: The expanded restaurant facility serving alcoholic beverages and associated outdoor eating area can conform to this standard. The former Lord Fox restaurant was served by a private well and an extensive septic system. The proposed road access alterations shown on the site plan will improve safety for motorists entering and exiting the property. The capacity of other public services, including police and fire protection, are not anticipated to be adversely impacted by this development.</p>
5	<p>The proposed use will not be detrimental, hazardous, or disturbing to existing or future neighboring uses, persons, property, or the public welfare.</p> <p>Comments: The former Lord Fox restaurant operated on this site for many years. If it is developed and operated in compliance with Township ordinances and an approved final site plan, the expanded restaurant facility serving alcoholic beverages and associated outdoor eating area can conform to this standard.</p> <p>To ensure compliance with this standard, the Planning Commission may place limits on the hours of operation for each of the principal and accessory land uses.</p>
6	<p>The proposed use will not create additional requirements at public cost for public facilities and services that will be detrimental to the economic welfare of the community.</p> <p>Comments: Subject to verification of availability of adequate off-street parking facilities to serve the expanded operations, the proposed development and land uses would be consistent this standard.</p>

4. Additional Considerations

We have also reviewed the conditional use permit application based on the following additional land use considerations and standards:

4.01 Outdoor eating area standards. The following review comments are based upon the standards of Section 5.409 (Outdoor Cafes and Eating Areas):

#	Additional Standards for Outdoor Eating Areas (Section 5.409)
1	<p>The site plan shall indicate the location and amount of proposed outdoor seating. Screening shall be required per Section 14.10D (Methods of Screening) where seating is located in a required yard. The maximum allowable seating for an outdoor seating area shall be established as part of the Conditional Use Permit.</p> <p>Comments: The expanded outdoor eating area is located entirely outside of all required yard setbacks. Subject to clarification of the outdoor seating capacity on the site plan to address the use or capacity of the “<i>open deck soft seating</i>” area adjacent to the front entrance, the proposed outdoor eating area can conform to this standard.</p>
2	<p>Parking shall be provided as required per Article 8.0 (Off-Street Parking and Loading Regulations).</p> <p>Comments: Subject to clarification of the total seating capacity and parking calculations on the site plan, the outdoor eating area can conform to this standard.</p>
3	<p>The outdoor café shall be kept clean, litter-free, and with a well-kept appearance within and immediately adjacent to the area of the tables and chairs. Additional outdoor waste receptacles may be required.</p> <p>Comments: To verify compliance with this requirement, we recommend that the Planning Commission ask the applicant to provide operation plan documentation for review that addresses how the facility will be maintained.</p>
4	<p>Exterior lighting for the outdoor café shall not constitute a nuisance or hazard to adjoining lots and uses.</p> <p>Comments: Subject to review of a detailed exterior lighting plan as part of the final site plan application, the outdoor eating area can conform to this standard.</p>
5	<p>Broadcasting of music or any other amplified sound shall be prohibited.</p> <p>Comments: The outdoor eating area can conform to this standard, subject to confirmation by the applicant that no use of amplified sound is planned for the area.</p>
6	<p>Additional signs shall not be permitted beyond those allowed for the principal use.</p> <p>Comments: The outdoor eating area can conform to this standard, subject to confirmation by the applicant that no additional signage is planned for the area.</p>
7	<p>Approval of the County Environmental Health Division shall be obtained as required.</p> <p>Comments: The proposed development can conform to this requirement. Documentation of outside agency permits and approvals, or a written assurance of such approvals, will be required as part of the final site plan submittal.</p>

4.02 Proposed outside activities and special events. The applicant’s “*Proposed Use Narrative*” includes references to an “*outdoor wedding and small event space*” and “*outdoor (recreational interaction) programming.*” The following review comments apply to these proposed activities:

- (1) Open air businesses are not a permitted principal use in the VC District, but limited outdoor activities and special events could be allowed as an accessory use to the restaurant facility, subject to Planning Commission approval.
- (2) Additional details for the outdoor activities are needed, including the planned arrangement of activity areas, the maximum capacity of the outdoor wedding and small event space, and an operation plan for how these activities will interact with the principal use of the property as a restaurant facility, including provisions for bathroom facilities and parking.

4.03 Hours of operation. No information about hours of operation has been included with the conditional use permit application. We recommend that the Planning Commission request additional information regarding the applicant's planned hours and days of operation for the restaurant, the outdoor eating area, and the outdoor activities and special events.

5. Planning Commission Action on the Conditional Use Permits

From a planning prospective, the conditional use permit application is sufficiently complete for Planning Commission review and a public hearing. Provided that the applicant addresses the items noted in parts 3 and 4 of our report to the Planning Commission's satisfaction, we would have no objection to Planning Commission approval of the conditional use permits for the expanded restaurant facility serving alcoholic beverages and for the associated outdoor eating area.

Any action on this application by the Planning Commission should be in the form of a motion to approve, deny or approve with conditions. As part of its review and deliberation, the Commission should identify findings of fact regarding the consistency of the application with the applicable Township ordinance standards noted in our report, which should be incorporated into the motion.

In accordance with Section 11.06 (Conditions of Approval), the Planning Commission may impose additional conditions or limitations on the land uses to ensure Zoning Ordinance compliance and compatibility with adjacent land uses.



Respectfully submitted,

Donald N. Pennington
Rodney C. Nanney, AICP
Township Planning Consultants

Superior Township Monthly Report

November/ December 2017

Resident Debris/ Complaints:

- 8320 Warwick- Chairs on Extension- **(Tagged)**
- 8414 Berkshire- Cabinet & Pails on Extension- **(Tagged)**
- 1808 Sheffield- Sofa & misc. on lawn- **(Tagged)(Removed)**
- 1655 Sheffield- Sofa on Extension- **(Tagged)**
- 1779 Manchester- Tables on Extension- **(Tagged)**
- 1738 Sheffield- Table on Extension- **(Tagged)**
- 1666 Wiard Rd- Debris in backyard- **(Tagged)**
- 1791 Savannah- Toy pool in street- **(Tagged)**
- 8272 Warwick Ct.- Three chairs on Extension- **(Tagged)**
- 8645 Kingston Ct.-Wood pieces on Extension- **(Tagged)**
- 8671 Pine Ct.- Basketball hoop on Extension- **(Tagged)(Removal)**
- 1567 Stratford Ct.- Debris on Extension- **(Tagged)**
- 1783 Savannah- Table on Extension- **(Tagged)**
- 1940 Andover- Basketball hoop in street- **(Tagged)**
- 1223 Stamford- Debris on Extension- **(Tagged)**
- 7300 Joy Rd.-Mattress on Extension- **(Tagged)(Removed)**
- 8594 Somerset- Carpet on Extension- **(Tagged)**
- 8638 Heather Ct.- Chairs and Misc. on Extension- **(Tagged)**
- 8943 Nottingham- Sofa & table on Extension- **(Tagged)**
- 8464 Barrington dr.- Cabinet on Extension- **(Tagged)**
- 8468 Barrington dr.- Stool on Extension- **(Tagged)**
- 1744 Bridgewater- 2 Sofa on Extension- **(Tagged)**
- 8496 Preston Ct.-2 Chairs on Extension- **(Tagged)**
- 1747 Sheffield- Carpet & Pads on Extension- **(Tagged)**
- 1705 Sheffield- T.V. on Extension- **(Tagged)**
- 8367 Glendale- Large T.V. on Extension- **(Tagged)**
- 1143 Stamford- Cabinets on Extension- **(Tagged)**
- 9650 Wexford- Table on Extension- **(Tagged)**
- 9658 Wexford- Cabinet on Extension- **(Tagged)**
- 9959 Avondale- BBQ Grill on Extension- **(Tagged)**
- 9166 Arlington- 2 T.V.s on Extension- **(Tagged)**
- 8642 Cedar Ct.- Cabinet on Extension- **(Tagged)**
- 1696 LaForge Rd.- Large T.V. on Extension- **(Tagged)**
- 9400 Geddes Rd.- Debris in front of house- **(Tagged)**

1716 Savannah- Debris on Extension- **(Tagged)**

Vehicle Complaints:

1738 Sheffield- Trailer on extension- **(Tagged for Removal)**

8956 Nottingham- Vehicle on lawn- **(Tagged for Removal)**

1657 Devon- Vehicle on lawn- **(Tagged for Removal)**

1613 Harvest Ln.- Vehicle with flat tires- **(Tagged)(Removed)**

1617 Harvest Ln.- Vehicle with flat tires- **(Tagged)(Removed)**

1514 Harvest Ln.- Running Car Service from home- **(Tagged)**

8635 Hemlock Ct.- Vehicle with flat tire- **(Tagged)**

1812 Norfolk- Vehicle has expired tags- **(Tagged)**

1606 Wiard Rd.- Vehicle on jacks- **(Tagged for Removal)**

1009 McArthur- Vehicle with expired tags- **(Tagged for Removal)**

8315 Berkshire- Vehicle with flat tires- **(Tagged for Removal)**

8752 Barrington- Vehicle with flat tire- **(Tagged for Removal)**

Clark & McArthur- 5 vehicles with expired tags- **(Letter Sent)**

9994 Avondale- Vehicle with flat tire- **(Tagged)**

1839 Ashley- Vehicle with no tags and flat tires- **(Tagged)(Removed)**

9296 Panama- Vehicle with expired tags- **(Tagged for Removal)**

1586 Harvest Ln.- Vehicle on lawn- **(Tagged for Removal)**

Illegal Dumpings:

Napier & Cherry Hill- Debris dumped on side of road

Cherry Hill & Gotfredson Rd.- Toilet dumped by road- **(Office Notified)**

Vreeland & Prospect- Sofa dumped

Across from 9798 Warren Rd.- Carpet & Sofa dumped

Hunters Creek & Vreeland Rd.- Carpet & wood pieces dumped

Cherry Hill & Napier Rd.- Mattress & box Spring dumped

Superior Township Monthly Report

December/ January 2018

Resident Debris/ Complaints:

- 1848 Ashley- Bagson Extension- **(Tagged)**
- 1716 Savannah- Debris on Extension- **(Tagged)**
- 10117 Avondale- Black Bags on Extension- **(Tagged)**
- 8619 Kingston Ct.- Dresser & Doors on Extension- **(Tagged)**
- Arbor Woods Park- Large T.V on Extension- **(Spoke with Office)**
- 8591 Somerset- File Cabinet on Extension- **(Tagged for Removal)**
- 1858 Kenwyck Dr.- T.V. on Extension- **(Tagged for Removal)**
- 10241 Avondale- Cabinet on Extension- **(Tagged for Removal)**
- 1288 Stamford- Loose trash on Extension- **(Tagged for Removal)**
- 6060 Vreeland- Trash on Extension- **(Tagged for Removal)**
- 1664 Savannah- Mattress & Box Spring on Extension- **(Tagged for Removal)**
- 8599 Buckingham- Furniture on Extension- **(Tagged for Removal)**
- 8388 Stamford Rd.- Mattress & Box Spring on Extension- **(Tagged)**

Vehicle Complaints:

- 9975 Avondale- Vehicle with no tags- **(Tagged for Removal)**
- 1726 Weeping Willow- Damaged vehicle on Extension- **(Tagged)**

Illegal Dumpings: None

SUPERIOR TOWNSHIP BUILDING DEPARTMENT
MONTH-END REPORT
January 2018

Category	Estimated Cost	Permit Fee	Number of Permits
Com/Multi-Family Other Building	<i>\$0.00</i>	<i>\$195.00</i>	<i>1</i>
Com/Multi-Family Renovations	<i>\$0.00</i>	<i>\$490.00</i>	<i>1</i>
Com-Other Non-Building	<i>\$0.00</i>	<i>\$150.00</i>	<i>1</i>
Electrical Permits	<i>\$0.00</i>	<i>\$5,945.00</i>	<i>14</i>
Mechanical Permits	<i>\$0.00</i>	<i>\$7,596.30</i>	<i>35</i>
Plumbing	<i>\$0.00</i>	<i>\$3,494.00</i>	<i>19</i>
Res-Additions (Inc. Garages)	<i>\$0.00</i>	<i>\$506.00</i>	<i>2</i>
Res-Manufactured/Modular	<i>\$0.00</i>	<i>\$1,200.00</i>	<i>8</i>
Res-New Building	<i>\$417,376.00</i>	<i>\$2,812.00</i>	<i>2</i>
Res-Other Building	<i>\$0.00</i>	<i>\$200.00</i>	<i>2</i>
Res-Renovations	<i>\$0.00</i>	<i>\$358.00</i>	<i>1</i>
Totals	<i>\$417,376.00</i>	<i>\$22,946.30</i>	<i>86</i>

SUPERIOR TOWNSHIP BUILDING DEPARTMENT
YEAR-TO-DATE REPORT

January 2018 To Date

Category	Estimated Cost	Permit Fee	Number of Permits
Com/Multi-Family Other Building	<i>\$0.00</i>	<i>\$395.00</i>	<i>2</i>
Com/Multi-Family Renovations	<i>\$0.00</i>	<i>\$490.00</i>	<i>1</i>
Com-Other Non-Building	<i>\$0.00</i>	<i>\$150.00</i>	<i>1</i>
Electrical Permits	<i>\$0.00</i>	<i>\$7,751.00</i>	<i>26</i>
Mechanical Permits	<i>\$0.00</i>	<i>\$11,085.55</i>	<i>57</i>
Plumbing	<i>\$0.00</i>	<i>\$6,137.00</i>	<i>31</i>
Res-Additions (Inc. Garages)	<i>\$0.00</i>	<i>\$506.00</i>	<i>2</i>
Res-Manufactured/Modular	<i>\$0.00</i>	<i>\$1,200.00</i>	<i>8</i>
Res-New Building	<i>\$417,376.00</i>	<i>\$2,812.00</i>	<i>2</i>
Res-Other Building	<i>\$0.00</i>	<i>\$400.00</i>	<i>4</i>
Res-Renovations	<i>\$0.00</i>	<i>\$358.00</i>	<i>1</i>
Totals	<i>\$417,376.00</i>	<i>\$31,284.55</i>	<i>135</i>

Zoning Report

February 12, 2018

SBA Towers, LLC- A Zoning Board of Appeals public hearing was held on September 11, 2017 pertaining to an application to place a communication tower within the road right of way near M-14 and Plymouth-Ann Arbor Road. The ZBA voted to postpone action on the request to allow the applicant time to provide additional information. I have received additional information and a request from the applicant for the case to be reconvened.

Woodside Village- The Township Supervisor and I have met again with Mr. Rino Soave (Infinity Homes) to discuss the resumption of new home construction at this development. We reviewed specific proposed models for lot fit. Mr. Soave indicates he would hope to start construction in the spring.

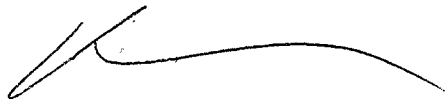
Fairway Glens (Golfside Village)- I have a meeting scheduled with the owner (Mahata Properties, LLC) and the owners builder to discuss the steps required to resume construction in this development. At this time, it would appear that at the least, the developer will need to re-establish sureties and that the Development Agreement may need to be updated to reflect current conditions.

Arbor Woods Mobile Home Park- Sun Properties has acquired the Arbor Woods Mobile Home Park and has undertaken significant repairs and renovations at the property. All streets have been re-paved and many driveways were replaced prior to winter weather. The existing clubhouse is in the process of being remodeled and improved. The new owners have also contracted for new homes to be brought into the community. The Building Departments year-end report indicates that 88 mobile home permits were issued in 2017. Eight additional permits were issued in January of 2018. The majority of all permits issued were for the Arbor Woods development. These are all welcome and long overdue improvements.

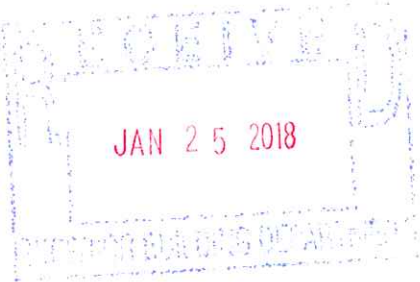
Dixboro House (old Lord Fox)- The Building Department has issued a limited building permit to allow for interior demolition at this location. The permit was issued under the condition that the applicants were proceeding with the work at their own risk without assurances that a complete permit would be issued. In this way, some work is possible at the site as the applicants proceed thru the Planning Commission process.

RFC Financial- Interior construction plans have been submitted and reviewed for the work proposed at 5263 Plymouth-Ann Arbor Road. The Building Department stands ready to issue a limited permit for interior alterations once the owners select a contractor. Similar to Dixboro House mentioned above, the permit will issued be at the applicant's risk.

Solar Farms- The Township has had recent inquiries relating to the placement of commercial solar farms within the Township. I currently interpret that solar installations that directly serve a dwelling or business are accessory uses. Large commercial solar farms are not an approved use listed in Article 4 and are therefore prohibited.



Richard Mayernik, Building/Zoning Official



SITE PLAN REVIEW APPLICATION

(This application must be typewritten or printed. All questions must be answered.)

APPLICANT NAME Adam Finch & Mike Rautiola

NAME OF PROPOSED DEVELOPMENT RFC Financial Planners office

- APPLYING FOR
- PRELIMINARY SITE PLAN
 - FINAL SITE PLAN
 - COMBINED PRELIMINARY AND FINAL SITE PLAN
(Combination is at discretion of Planning Commission)
 - MINOR SITE PLAN

WILL PROJECT BE PHASED? YES NO

IF PROJECT IS PHASED COMPLETE THE FOLLOWING:

- Total Number of phases _____
- Phase Number of current application _____
- Name and Date of Preliminary Site Plan Approval _____
- Date of Previous Phase Approvals:

Phase #	_____	Date	_____
Phase #	_____	Date	_____
Phase #	_____	Date	_____
Phase #	_____	Date	_____

SEEKING ADDITIONAL APPROVAL FOR A CONDITIONAL USE YES NO

 RICHARD MAYERMULLER
Signature of the Clerk or Designee

1-25-18
Date of Receipt of Application

\$ 900 APPLICATION \$ 5000.00 ESCROW - TOTAL \$ 5900.00
Amount of Fee

GENERAL INFORMATION

- Name of Proposed Development RFC Financial Planners office
- Address of Property 5263 Plymouth Road
- Current Zoning District Classification of Property VC - Village Center

B

Is the zoning classification a Special District as defined by Article 7? YES NO

- Has this property been the subject of a rezoning request, Zoning Board of Appeals petition or other Township action with the past five (5) years? ↑ YES ↑ NO

Please explain _____

- Tax ID Number(s) of property 10-18-155-004 J-10-18-155-009 (CB)

- Site Location - Property is located on (circle one) N S E W side of N Road between Short Street and Church Road Roads.

- Legal Description of Property (please attach a separate sheet)
Where a metes and bounds description is used, lot line angles or bearings shall be indicated on the plan. Lot line dimensions and angles or bearings shall be based upon a boundary survey prepared by a registered surveyor and shall correlate with the legal description.

Site Area (Acreage) and Dimensions

- Are there any existing structures on the property? ↑ YES ↑ NO
Please explain: Existing residence being converted into professional offices and
a two-car garage to remain

PROPOSED LAND USE

- Residential Office Commercial Other

If other, please specify _____

- Number of units _____
- Total floor area of each unit _____
- Give a complete description of the proposed development.
Conversion of an existing residence into professional offices, including additional parking spaces and a rain garden for storm water mangement.

ESTIMATED COSTS

- Buildings and other structures \$150,000
- Site improvements \$35,000
- Landscaping \$5,000
- Total \$190,000

ESTIMATED DATES OF CONSTRUCTION

- Initial construction March 2018
- Project completion July 2018
- Initial construction of phases (IF APPLICABLE) _____
- Completion of subsequent phases. (IF APPLICABLE) _____
- Estimated date of first occupancy July 2018

IDENTIFY EACH DRAWING SUBMITTED BY NAME OF PLAN OR DRAWING, DATE AND DRAWING NUMBER (ATTACH ADDITIONAL SHEET IF NECESSARY)

Construction drawing set containing 7 total sheets: C.101(Cover), C.102 (Site Plan), C.103 (Grading Plan), C.104 (Details), C.105 (Landscape Plan), C.107 (Soil Erosion Control Plan), C.108 (Drainage Area Plan)

APPLICANT INFORMATION

- APPLICANTS NAME Adam Finch & Mike Rautiola
Company RFC Financial Planners,
Address 5263 Plymouth Road
Telephone Number (734) 272-4224 Email adam@rfcfinancialplanners.com
mike@rfcfinancialplanners.com

- PROPERTY OWNER'S NAME Same as above
Company _____
Address _____
Telephone Number _____ Email _____

- DEVELOPER'S NAME Same as above
Company _____
Address _____
Telephone Number _____ Email _____

- ENGINEER'S NAME David Arthur Consultants, Inc.
Company David Arthur Consultants, Inc.
Address 110 Main Street, Dundee, MI 48131
Telephone Number (734) 823-5080 Email dac@daceng.com


- ARCHITECT/PLANNER'S NAME _____
Company _____
Address _____
Telephone Number _____ Email _____

The applicant indicated on page 4 must sign this application. All correspondence regarding the application and plan will be directed to the applicant. If the applicant is not the property owner, the owner's signed consent must also be provided with this application.

APPLICANT'S DEPOSITION

I hereby depose and certify that all information contained in this application, all accompanying plans and all attachments are complete and accurate to the best of my knowledge.

APPLICANT'S PRINTED NAME: RFC HOLDINGS, LLC
Michael RAUTIOVA

APPLICANT'S SIGNATURE  DATE 1/24/18

PROPERTY OWNER'S PRINTED NAME RFC Holdings, LLC
Michael RAUTIOVA

PROPERTY OWNER'S SIGNATURE  DATE 1/24/18



PRELIMINARY SITE PLAN REPORT
Superior Charter Township Planning Commission

RFC Financial Planners, 5263 Plymouth Road

Report Date: February 9, 2018

1. Description

1.01 Action Requested. Approval of a preliminary site plan for the conversion of an existing, historic residence in Dixboro to a financial planning office in accordance with the approved RFC Holdings LLC Area Plan dated 10/13/2017.

1.02 Applicants and Owners. Adam Finch and Mike Radiola, RFC Financial Planners, 5263 Plymouth Road, Ann Arbor, MI 48105.

1.03 Location. Parcel # J-10-18-155-009; 0.79 acres in Dixboro at the NE corner of Plymouth Road and Short Street in the VC (Village Center) Special District.

2. General Site Plan Observation

We noted during our review of the preliminary site plan dated 1/24/2018 that some elements of the plan, including the depiction of yard setbacks and list of ordinance deviations, appear to be based upon an earlier draft of the project's Area Plan submittal, rather than on the approved Area Plan dated 10/13/2017. This resulted in additional time needed to complete our review, and in additional comments for site elements that could have simply been carried forward from the approved Area Plan to this site plan submittal.

3. Site Plan Review

We have reviewed the preliminary site plan dated 1/24/2018, based upon the applicable Zoning Ordinance standards, including Section 10.10 (Standards for Site Plan Approval):

3.01 Preliminary site plan information requirements. The site plan conforms to the minimum requirements of Section 10.07 (Required Site Plan Information).

3.02 Ordinance deviations. The "Zoning Ordinance Modification Request" list on the cover sheet is inaccurate, and we recommend that it be deleted. The site plan must be consistent with the six (6) ordinance deviations authorized by the approved Area Plan, but the actual list does not need to be duplicated here.

3.03 Dimensional standards. The following dimensional details need to be addressed on a revised site plan:

- Provide documentation for the correct width of the Plymouth Road right-of-way. As depicted, the right-of-way does not match what was shown on the approved Area Plan, and is not consistent with available county data and the arrangement of the platted lot boundaries at this location.

- Label the total right-of-way widths for Plymouth Road and Short Street to the site plan, and add a dimensional reference for the widths from each road centerline to the nearest lot boundaries.
- Correct the front yard setback from Short Street to 20.0 feet.
- Add the required 25.0-foot triangular corner clearance zone at the Plymouth Road/Short Street intersection per Section 3.208 (Corner Clearance Zones).
- Delete the “Open Space” labels and associated line depicted at a 10.0-foot distance from the perimeter lot boundaries, as these references are not applicable to this project.
- Several site elements, including the depth of the lot to the rear of the detached garage and the total distance from the Plymouth Road centerline to the north lot boundary, appear to be significantly different from that depicted on the approved Area Plan. The reasons for the discrepancies and any updated survey documentation should be included as part of a revised site plan.

3.04 Building layout and pedestrian access. The re-use of the existing, historic building is consistent with Section 7.304F (Design Standards), which lists the building as an example of the architectural character preferred for Dixboro area developments. Cross-section details for the ADA-compatible sidewalk ramp to main building entrance will be required as part of the final site plan submittal.

3.05 Vehicle circulation and parking. The arrangement and number of off-street parking spaces are consistent with Zoning Ordinance standards and the approved ordinance deviations. There is sufficient paved area within the expanded parking lot to allow for maneuvering of vehicles. To fully conform to applicable requirements, the following details need to be addressed on a revised site plan:

- Retaining the existing 11.8-foot wide residential driveway is not consistent with the approved Area Plan, which depicted an expanded 22.0-foot wide ingress/egress from Plymouth Road, and is not consistent with the applicable requirements of Section 8.06 (Design Requirements for Parking Areas).
- The snow storage note on Sheet C.105 is inadequate to confirm compliance Section 14.10E (Parking Lot Landscaping and Perimeter Screening). At a minimum, the proposed snow storage areas need to be delineated on the landscape plan at locations that are consistent with the arrangement of landscaping improvements and the anticipated snowplow pattern.

3.06 Preservation of natural features. The proposed parking layout minimizes the need to remove existing mature trees on the site. The following details will need to be addressed as part of the final site plan submittal:

- Add the missing tree species and size information for all existing trees, and add notes regarding removal or preservation of each existing regulated tree.
- Replace the “40’ dripline typ.” reference with a tree protection detail consistent with Section 14.05F.6. (Installation and Maintenance) standards.

3.07 Landscaping and screening. Landscaping improvements are shown on sheet C.105. The applicant has proposed to retain the majority of the existing mature

trees and vegetation on the site. A detailed landscape plan will be subject to further review as part of the final site plan submittal. The following items will need to be addressed on the final landscape plan per the requirements of Section 14.10 (Screening and Land Use Buffers) and Section 6.01 (Fence Regulations):

- The proposed new length of decorative fencing along Plymouth Road needs to be fully depicted on the final site plan, along with an elevation detail.
- We recommend that the “*Savin Juniper*” plantings be replaced with a hardy, salt-tolerant species native to Michigan that retains the year-round hedgerow characteristics needed to screen headlight glare from parked and maneuvering vehicles on the site.
- Remove the “*or similar plant materials*” note from the Landscape Schedule. Any plant material substitutions during construction can be addressed by submitting proposed changes to the Zoning Inspector for review.

4. Standards for Preliminary Site Plan Approval

The minimum site plan information requirements are found in Section 10.07 of the Zoning Ordinance, and the standards for preliminary site plan approval are listed in Section 10.10 of the Ordinance. Based upon our review of the preliminary site plan dated 1/24/2018, we would offer the following findings and conclusions for the Commission’s consideration:

- 4.01** The minimum required information for a preliminary site plan has been provided.
- 4.02** Any Planning Commission action should be in the form of a motion to approve, deny or approve with conditions, per Section 10.05 (Planning Commission Action). As part of your review and deliberation, the Commission should identify findings of fact regarding consistency with applicable Zoning Ordinance standards as noted in our report and the Twp. Engineer’s report, which should be incorporated into any motion.
- 4.03** Per Section 10.05, any conditions imposed by the Commission on an approval shall be limited to those determined to be necessary to “*address necessary modifications; ensure that public services and facilities can accommodate the proposed use; protect significant natural resources or site features; ensure compatibility with adjacent land uses; or otherwise meet the intent and purposes of this Ordinance.*”
- 4.04** We have no objection from a planning perspective to Planning Commission approval of the preliminary site plan, subject to a condition that the items noted in part 3 of our report and any issues raised by the Twp. Engineer in his report be addressed by the applicant as part of the final site plan submittal for this project.

Respectfully submitted,

Donald N. Pennington
Rodney C. Nanney, AICP
Land Use Planning Consultants



ARCHITECTS. ENGINEERS. PLANNERS.

February 16, 2018

CHARTER TOWNSHIP OF SUPERIOR

3040 N. Prospect Road
Ypsilanti, MI 48198

Attention: **Lynette Findley, Township Clerk**

Regarding: **RFC Financial Planners Office Building
Preliminary Site Plan Review
OHM Job No. 0140-17-1044**

Dear Ms. Findley,

On the Township's behalf, we have reviewed the Preliminary Site Plan material prepared by David Arthur Consultants, Inc., dated January 24, 2018 for the above referenced project. The Applicant on the project is RFC Financial Planners. The preliminary site plan materials are for a proposed renovation of an existing residential building to serve as a professional office building for RFC Financial Planners. The site is located in the Dixboro Village Center District, which is in the northwest quarter of Section 18, located at the northeast corner of Plymouth Road and Short Street.

The proposed site work will include construction of a paved parking area, walkways and landscaping. Water service is provided by means of an existing site well. The sanitary service on site is provided by existing septic tanks and a septic field. An existing storm water management system does not exist currently on site. The Applicant has provided provisions for storm water management as part of their site plan, which is also under review by the Washtenaw County Water Resources Commissioner (WCWRC). Vehicular access is proposed through the existing entrance drive from Plymouth Road. Based on the information presented, we offer the following comments for your consideration:

General Comments

1. The legend should indicate all symbols used on the plans, specifically the symbols for existing trees and rip rap.
2. The proposed storm structure numbering should be indicated on sheets C.102, C.107, and C.108, as it is on sheet C.103 for consistency purposes.
3. For the proposed storm sewer, the text as part of the line style is illegible, and should be enlarged or modified for clarity.
4. On sheet C.105, there is a legend symbol obstructing the text in the evergreen tree detail.
5. On sheets C.102, C.103, and C.105, the text on the existing porch is illegible and should be corrected.
6. On sheet C.104, the sidewalk material should be indicated on the standard detail.

Engineering Comments

7. Detailed sidewalk grading to verify ADA compliance would be required at the final site plan stage.



8. WCWRC design worksheets used for drainage calculations and design should be shown on the plans for future reference during the final site plan submittal.
9. It is our understanding that WCWRC has commented on the setbacks of the proposed rain garden in regards to the building foundation and septic field. Modifying the size of the rain garden may assist in meeting the required setbacks. The Applicant's Engineer should further analyze only the direct run-off impact to the proposed rain garden tributary area, to determine a more appropriate size for the proposed stormwater management system.
10. Vehicular turning patterns for proposed parking spaces should be shown on the site plan to verify that movement of vehicles is acceptable for parking and backing out of parking spaces. We are particularly concerned that cars parked in the north parking bay adjacent to the garage will have issues backing out of those spaces.
11. The existing 11.8 ft wide driveway entrance does not appear to sufficient to allow simultaneous ingress and egress to the site, and should be modified as necessary for the proposed professional business purpose. Two vehicles should be comfortably able to pass each other through the entrance/exit for the site. Showing vehicle turning patterns through the entrance may also assist with this effort.
12. According to Section VI of the Superior Township Engineering Standards Manual, "Trench drains shall not be permitted, unless there is written permission from Township utility." The only area where we would consider approving trench drain placement at this time would be in front of the garage, if the existing pavement to remain currently drains towards that area.
13. We recommend that the Applicant's Engineer consider the use of PVC or HDPE drainage basins, possibly placing one in the pavement area near the handicap parking space, one in the greenbelt just north of the handicap parking spaces, and one in the small greenbelt island at the southwest corner of the garage. It would also be desirable if proposed pavement areas could sheet drain towards greenbelt areas at an appropriate slope. Permeable pavers may also be an option in proposed parking areas with minimal surface slopes. In our opinion this would be a better option than trench drains.
14. We recommend that the existing downspout from the building be connected directly to one of the drainage basins with buried pipe. Either Schedule 40 PVC or SDR 23.5 PVC pipe should be utilized.
15. Proposed PVC pipe utilized on the site for stormwater drainage purposes should be Schedule 40 or SDR 23.5 PVC, of appropriate sizing based on engineering calculations.
16. According to Section VII of the Superior Township Engineering Standards Manual, "It is recommended that a soils investigation be done and a report prepared for all areas where pavement is proposed." Please provide a geotechnical evaluation of the site as part of the final site plan submittal.

Agency Permit Requirements

17. A summary table of relevant permits required for the project should be added to the cover sheet.
18. A correspondence from the Washtenaw County Road Commission (WCRC) for driveway ingress/egress from Plymouth Road will be required during the final site plan stage.
19. Other required permits/approvals required at the final site plan stage would include Building Department Permit, Fire Department approval for site access, Soil Erosion and Sedimentation Control (SESC) permit from the WCWRC, Stormwater Management approval from the WCWRC, and approvals/acknowledgements from the Washtenaw County Health Department for on-site septic and well.



Conclusion

In our opinion, the review comments outlined above related to site engineering can be addressed during a future final site plan stage of the project. Therefore we take no exception to the submitted Preliminary Site Plan materials being provided to the Planning Commission at their next scheduled meeting for discussion and action.

Please do not hesitate to contact me at (734) 466-4439 if you have any questions regarding our review.

Sincerely,
OHM Advisors

A handwritten signature in black ink that reads "George A. Tsakoff".

George A. Tsakoff, PE

cc: Ken Schwartz, Township Supervisor (via e-mail)
Richard J. Mayernik, CBO, Building Department (via e-mail)
Laura Bennett, Planning Coordinator (via e-mail)
Don Pennington, Township Planner (via e-mail)
Adam Finch, RFC Financial Planners (via e-mail)
David Kubiske, David Arthur Consultants, Inc. (via e-mail)
Theresa Marsik, PE, WCWRC (via e-mail)
Katie Lee, WCWRC (via e-mail)
Rhett Gronevelt, PE, OHM Advisors (via e-mail)
File

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Bldg_PSPRev.docx

Superior Township Fire Department
Bureau of Fire Prevention
7999 Ford Road
Ypsilanti, MI 48198

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Site Plan Review Report
.....

Date: 2-9-2018
Business Name: RFC Financial Planner
Business Address: 5263 Plymouth Rd., Ann Arbor MI 48105
Contractor: David Arthur Consultants Inc., 110 Main St. Dundee, MI 48131 Tel: 734-823-5080
Applicable Codes: IFC 2015
Reviewed By: Victor G. Chevrette, Fire Chief
Plans Dated: 1-24-2018
Job No: 17-D-4170

.....
Review Comments and Requirements
.....

- 1.
- 2.
- 3.
- 4.

.....
Status of Plans:
.....

- (x) Approved as submitted – pending field inspection and final testing
- () Approved conditionally – see remarks
- () Denied – see remarks

Remarks:

.....
Respectfully Submitted,

Victor G. Chevrette, Fire Chief
Superior Township Fire Department

One (1) set of these plans will be retained by the Fire Department, one (1) set forwarded to the mechanical inspector, three (3) sets are available for pickup with the permit.

SITE PLAN REVIEW APPLICATION

(This application must be typewritten or printed. All questions must be answered.)

APPLICANT NAME Glen Oaks Cooperative Inc.

NAME OF PROPOSED DEVELOPMENT GLEN OAKS COOP OFFICE ADDITION

APPLYING FOR PRELIMINARY SITE PLAN
 FINAL SITE PLAN
 COMBINED PRELIMINARY AND FINAL SITE PLAN
(Combination is at discretion of Planning Commission)
 MINOR SITE PLAN

WILL PROJECT BE PHASED? YES NO

IF PROJECT IS PHASED COMPLETE THE FOLLOWING:

- Total Number of phases _____
- Phase Number of current application _____
- Name and Date of Preliminary Site Plan Approval _____

- Date of Previous Phase Approvals:

Phase #	_____	Date	_____
Phase #	_____	Date	_____
Phase #	_____	Date	_____
Phase #	_____	Date	_____

SEEKING ADDITIONAL APPROVAL FOR A CONDITIONAL USE YES NO

Sandra Bennett
Signature of the Clerk or Designee

Jan 31, 2018
Date of Receipt of Application

\$5,900
Amount of Fee

GENERAL INFORMATION

- Name of Proposed Development Glen Oaks Cooperative Inc
- Address of Property 1351 STAMFORD RD 40 MEADOW MANAGEMENT
27780 NOVI RD #110
- Current Zoning District Classification of Property R-7 NOVI, MI 48377

Is the zoning classification a Special District as defined by Article 2 Section 2.101? YES NO

- Has this property been the subject of a rezoning request, Zoning Board of Appeals petition or other Township action with the past five (5) years? YES NO

Please explain _____

- Tax ID Number(s) of property J-10-34-400-005
- Site Location - Property is located on (circle one) N(S)E W side of GEDDES Road between CLARK and MACARTHUR Roads.
- Legal Description of Property (please attach a separate sheet)
Where a metes and bounds description is used, lot line angles or bearings shall be indicated on the plan. Lot line dimensions and angles or bearings shall be based upon a boundary survey prepared by a registered surveyor and shall correlate with the legal description.

Site Area (Acreage) and Dimensions

- Are there any existing structures on the property? YES NO
Please explain: 6 BLDG WITH 4 TO 8 UNITS WITH
A TOTAL OF 42 UNITS. (SEE PLANS)

PROPOSED LAND USE

- Residential Office Commercial Other

- If other, please specify OFFICE & MANAGEMENT FOR GLEN OAKS COOP
- Number of units EXISTING 42 TOWNHOUSES, PROPOSED OFFICE ADDITION = 800 SF
 - Total floor area of each unit ADDITION = 800 SF
 - Give a complete description of the proposed development.
ONE STORY WOOD STRUCTURE WITH PARTIAL BASET TO HOUSE OFFICE & CONFERENCE ROOM.

ESTIMATED COSTS

- Buildings and other structures \$ 75,000⁰⁰ (max)
- Site improvements 5000
- Landscaping \$ 2000⁰⁰
- Total \$ 82,000⁰⁰

ESTIMATED DATES OF CONSTRUCTION

- Initial construction JUNE 2018
- Project completion DECEMBER 2018
- Initial construction of phases (IF APPLICABLE) —
- Completion of subsequent phases. (IF APPLICABLE) —
- Estimated date of first occupancy JAN. 2019

IDENTIFY EACH DRAWING SUBMITTED BY NAME OF PLAN OR DRAWING, DATE AND DRAWING NUMBER (ATTACH ADDITIONAL SHEET IF NECESSARY)

APPLICANT INFORMATION

- APPLICANTS NAME Glen Oaks Cooperative, Inc
Company c/o Meadow Management, Inc, Agent
Address 27780 Novi Rd, Suite 110
Telephone Number 248-348-5400 Fax Number 248-348-5960
- PROPERTY OWNER'S NAME (same)
Company (same as above)
Address _____
Telephone Number _____ Fax Number _____
- DEVELOPER'S NAME David R Friedrichs, Bldr
Company Homeland Builders of Michigan
Address 4975 Miller, Ann Arbor 48103
Telephone Number 313-600-1066 Fax Number ~~248-348-5960~~
- ENGINEER'S NAME SAHBA LAAL
Company SAHBA LAAL, ARCHITECT
Address 1450 JONES DR
Telephone Number 734 761 2344 Fax Number 734 761 3245
- ARCHITECT/PLANNER'S NAME SAME AS ABOVE
Company _____
Address _____
Telephone Number _____ Fax Number _____

The applicant indicated on page 4 must sign this application. All correspondence regarding the application and plan will be directed to the applicant. If the applicant is not the property owner, the owner's signed consent must also be provided with this application.

APPLICANT'S DEPOSITION

I hereby depose and certify that all information contained in this application, all accompanying plans and all attachments are complete and accurate to the best of my knowledge.

APPLICANT'S PRINTED NAME: GLEN OAK COOPERATIVE, INC
DAVID R FRIEDRICHS, AGENT

APPLICANT'S SIGNATURE David R Friedrichs DATE 1-31-2018



PRELIMINARY SITE PLAN REPORT

Superior Charter Township Planning Commission

Glen Oaks Cooperative – New Office Building, 1351 Stamford Road

Report Date: February 10, 2018

1. Description

1.01 Action Requested. Approval of a preliminary site plan for the construction of an 800 square-foot office building for the existing cooperative residential development, and associated restoration of an existing unit to residential use.

1.02 Applicant and Owner. Glen Oaks Consumer Housing Cooperative, 1351 Stamford Road, Ypsilanti, MI 48198.

1.03 Location. Parcel # J -10-34-400-005; 4.14 acres on the north side of Stamford Road between McArthur Blvd. and Dawn Ave. in the R-7 (Multiple-Family Residential) District.

2. Proposed Use and Residential Density

The existing Glen Oaks office currently occupies one of the residential units, and is considered to be a lawful accessory use to the multiple-family residential development. The proposed change to establish a freestanding office building would not alter the status of this accessory use, but is subject to site plan approval from the Planning Commission.

The existing development is legally nonconforming with respect to the maximum dwelling unit density for the R-7 zoning district. However, the proposed project will not increase the number of units beyond the 42 originally developed on the site, and is consistent with the requirements of Section 16.07 (Nonconforming Uses).

3. Site Plan Review

We have reviewed the preliminary site plan dated 1/31/2018, based upon the applicable Zoning Ordinance standards, including Section 10.10 (Standards for Site Plan Approval):

3.01 Preliminary site plan information requirements. The site plan conforms to the minimum requirements of Section 10.07 (Required Site Plan Information).

3.02 Use statement. The use statement on the cover sheet needs to be clarified on the final site plan to address the following details:

- Correct “office addition” to refer to a new and freestanding office building.
- Add a description of the planned use of the 700 square-foot basement area.
- Add a description of the planned capacity and uses of the meeting room in the building, including a limitation that use of this space is limited to members of the cooperative and a specifically limited number of guests.

- 3.03 Dimensional standards.** The proposed building conforms to the yard setbacks and other applicable dimensional standards of the R-7 zoning district.
- 3.04 Pedestrian access.** The plans include provisions for a circular apron around the building constructed of porous pavers, which would connect to existing internal sidewalks. The proposed pedestrian access improvements appear to be consistent with Zoning Ordinance requirements. A plan detail and circular apron cross-section will be subject to further review as part of the final site plan submittal.
- 3.05 Vehicle circulation and parking.** Parking improvements for the new office are consistent with Zoning Ordinance standards for a multiple-family development, and include the reconfiguration of an existing parking row to add two (2) new spaces and create two (2) barrier-free parking spaces adjacent to the proposed building. The number of available spaces exceeds the minimum requirements that apply to the residential and office land uses on the site.
- 3.06 Building layout and design.** The proposed building design, as depicted in the preliminary architectural sketches dated 1/26/2018, can conform to the requirements of Section 14.09B (Residential Building Exteriors). We understand from the applicant that rooftop solar panels are being considered for this building. Building details, including proposed exterior materials and any solar energy improvements, are subject to further review as part of the final site plan submittal.
- 3.07 Preservation of natural features.** Several landscape trees will be removed and replaced as part of the landscape improvements around the building. No other natural features are proposed to be impacted by the project.
- 3.08 Landscaping and screening.** Landscaping improvements around the proposed office building are shown on sheet S-3. Landscaping improvements will be subject to further review as part of the final site plan submittal. The following details will need to be addressed on the final landscape plan:
- The proposed “*Arborvitae*” plantings should be replaced with an alternative species native to Michigan that is less vulnerable to deer-related damage.
 - We recommend that the arrangement of ornamental tree plantings in the triangular area directly south of the office building be adjusted as needed to maintain clear visibility for motorists and pedestrians near the sidewalk/driveway intersection and the Stamford Road right-of-way.
 - Add a tree protection detail for existing trees adjacent to the construction site, consistent with Section 14.05F.6. (Installation and Maintenance) standards.
- 3.09 Site plan details.** To maximize legibility, we recommend that the following format changes be incorporated into the final site plan submittal for this project:
- Include an overall site plan sheet showing the entire Glen Oaks development at the same 1:40 scale of this preliminary site plan, with most other required sheets “zoomed in” to focus on the immediate area of the new office project.
 - All sheets in the final site plan set, including the required building floor plan and elevation details, should be provided together at a consistent sheet size.

4. Standards for Preliminary Site Plan Approval

Minimum site plan information requirements are found in Section 10.07 of the Zoning Ordinance, and standards for preliminary site plan approval are listed in Section 10.10 of the Ordinance. Based upon our review of the preliminary site plan dated 1/31/2018, we would offer the following findings and conclusions for the Commission’s consideration:

- 4.01** The minimum required information for a preliminary site plan has been provided.
- 4.02** Any Planning Commission action should be in the form of a motion to approve, deny or approve with conditions, per Section 10.05 (Planning Commission Action). As part of your review and deliberation, the Commission should identify findings of fact regarding consistency with applicable Zoning Ordinance standards as noted in our report and the Twp. Engineer’s report, which should be incorporated into any motion.
- 4.03** Per Section 10.05, any conditions imposed on an approval shall be limited to those determined necessary to *“address necessary modifications; ensure that public services and facilities can accommodate the proposed use; protect significant natural resources or site features; ensure compatibility with adjacent land uses; or otherwise meet the intent and purposes of this Ordinance.”*
- 4.04** We have no objection from a planning perspective to Planning Commission approval of the preliminary site plan, subject to a condition that the items noted in part 3 of our report and any issues raised by the Twp. Engineer in his report be addressed by the applicant as part of the final site plan submittal for this project.

Respectfully submitted,

Donald N. Pennington
Rodney C. Nanney, AICP
Land Use Planning Consultants



February 19, 2018

CHARTER TOWNSHIP OF SUPERIOR

3040 N. Prospect Road
Ypsilanti, MI 48198

Attention: **Lynette Findley, Township Clerk**

Regarding: **Glen Oaks Cooperative Office Building
Preliminary Site Plan Review
OHM Job No. 0140-18-1021**

Dear Ms. Findley,

On the Township's behalf, we have reviewed the Preliminary Site Plan material prepared and submitted by Sahba La'al and dated January 31, 2018 for the above referenced project. The site plan materials are for a proposed 800 square foot office building on the existing Glen Oaks Cooperative property. The proposed building will be a one story wood structure with a partial basement. Based on the information presented for preliminary site plan, we offer the following comments for your consideration in regard to the engineering aspects:

1. Provide soil boring information in the vicinity of the proposed building site, to evaluate soil conditions in regard to engineering related improvements.
2. Wetland and/or floodplain limits should be delineated on the plans, or it should be stated on the site plan that there are none in the vicinity of the proposed work.
3. It would be beneficial to provide an enlarged view of the grading and utilities plan to provide more detail of the proposed improvements. In addition, proposed spot grades should be added on the grading plan to clearly show proposed grading patterns.
4. A typical rain garden detail should be included on the landscaping plan sheet, in addition to the drainage system for the rain garden.
5. Typically, sanitary service leads require a minimum 1% longitudinal slope.
6. Sanitary service leads require a 6" minimum diameter, to within 10 feet of the proposed office building.
7. It appears that the line type symbol for existing sanitary sewer was used to represent the proposed sanitary lead. This should be corrected for consistency/clarity.
8. The following items should be provided with the final site plan submittal (in addition to any items required by Township Ordinance) for further review:
 - a. Existing Conditions and Removal Sheet to clarify existing site conditions and items to removed/demolished.
 - b. Grading and Utility Plan Sheet at a more detailed scale for clarity purposes.
 - c. A detail for the proposed curb and gutter.
 - d. A detail for the proposed porous pavers.
 - e. Additional plan sheet call-outs for the installation of the water service.
 - f. Existing invert elevation at the upstream sanitary manhole where the service lead will connect.



- g. Proposed invert elevation of the sanitary service lead at the upstream existing sanitary manhole.
- h. Proposed sanitary service lead invert elevation at the building.
- i. Detail for sanitary service lead clean-out.
- j. Basement finish floor elevation label.

In our opinion, the above comments can be addressed by the Applicant during the future final site plan submittal stage of the project. We therefore recommend that the current preliminary site plan materials be provided to the Planning Commission at their next scheduled meeting for further action.

Please do not hesitate to contact me at (734) 466-4439 if you have any questions regarding our review.

Sincerely,
OHM Advisors

A handwritten signature in black ink that reads "George A. Tsakoff".

George A. Tsakoff, PE

cc: Ken Schwartz, Township Supervisor (via e-mail)
Richard J. Mayernik, CBO, Building Department (via e-mail)
Laura Bennett, Planning Coordinator (via e-mail)
Don Pennington, Township Planning Consultant (via e-mail)
Rodney Nanne, Township Planning Consultant (via e-mail)
David Friedrichs, Glen Oaks Cooperative
Sahba La'al, Architect (via e-mail)
Rhett Gronevelt, PE, OHM Advisors (via e-mail)
File

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SITE PLAN REVIEW APPLICATION

(This application must be typewritten or printed. All questions must be answered.)

APPLICANT NAME FF Acres Holdings, LLC, Sava Lelcaj Farah, Member

NAME OF PROPOSED DEVELOPMENT Dixboro House

APPLYING FOR PRELIMINARY SITE PLAN
 FINAL SITE PLAN
 COMBINED PRELIMINARY AND FINAL SITE PLAN
(Combination is at discretion of Planning Commission)
 MINOR SITE PLAN

WILL PROJECT BE PHASED? YES NO

IF PROJECT IS PHASED COMPLETE THE FOLLOWING:

- Total Number of phases _____
- Phase Number of current application _____
- Name and Date of Preliminary Site Plan Approval _____

- Date of Previous Phase Approvals:
Phase # _____ Date _____
Phase # _____ Date _____
Phase # _____ Date _____
Phase # _____ Date _____

SEEKING ADDITIONAL APPROVAL FOR A CONDITIONAL USE YES NO

Laura Bennett
Signature of the Clerk or Designee

1/31/18
Date of Receipt of Application

\$ 5,900
Amount of Fee

GENERAL INFORMATION

- Name of Proposed Development Dixboro House
- Address of Property 5400 Plymouth Road, Ann Arbor, Michigan 48105
- Current Zoning District Classification of Property Village Center

Is the zoning classification a Special District as defined by Article 7 ? YES NO

- Has this property been the subject of a rezoning request, Zoning Board of Appeals petition or other Township action with the past five (5) years? YES NO

Please explain _____

- Tax ID Number(s) of property J-10-18-100-014

- Site Location - Property is located on (circle one) N S E W side of S Road between Cherry Hill and Ford Roads.

- Legal Description of Property (please attach a separate sheet)
Where a metes and bounds description is used, lot line angles or bearings shall be indicated on the plan. Lot line dimensions and angles or bearings shall be based upon a boundary survey prepared by a registered surveyor and shall correlate with the legal description.

Site Area (Acreage) and Dimensions 6.141±, 650' x 445'

- Are there any existing structures on the property? YES NO
Please explain: _____

The original Lord Fox restaurant building along with a storage garage

PROPOSED LAND USE

- Residential Office Commercial Other

If other, please specify _____

- Number of units _____
- Total floor area of each unit _____
- Give a complete description of the proposed development.
Renovation of the existing restaurant building with several additions for indoor and outdoor seating, and kitchen upgrades, with additional required parking and vehicle circulation, new storm water management system

ESTIMATED COSTS

- Buildings and other structures \$900,000
- Site improvements \$500,000
- Landscaping \$200,000
- Total \$1,500,000.00

ESTIMATED DATES OF CONSTRUCTION

- Initial construction April 2018
- Project completion August 2018
- Initial construction of phases (IF APPLICABLE) _____
- Completion of subsequent phases. (IF APPLICABLE) _____
- Estimated date of first occupancy Late Summer 2018

IDENTIFY EACH DRAWING SUBMITTED BY NAME OF PLAN OR DRAWING, DATE AND DRAWING NUMBER (ATTACH ADDITIONAL SHEET IF NECESSARY)

Site plan drawings: C.101 (Cover) & C.102 (Site Plan)
Architectural drawings: A1.1 (Preliminary First Floor Plan, A3.0 & A3.1 (Preliminary Elevations)
Landscape drawing: L-1 (Preliminary Landscape Plan)

APPLICANT INFORMATION

- APPLICANTS NAME Sava Lelcaj Farah, Member
Company FF Acres Holdings LLC
Address 301 E. Liberty Street Suite 200, Ann Arbor, Michigan 48104
Telephone Number (734) 669-3310 Email sava@savcohospitality.com

- PROPERTY OWNER'S NAME Same as above
Company _____
Address _____
Telephone Number _____ Email _____

- DEVELOPER'S NAME Same as above
Company _____
Address _____
Telephone Number _____ Email _____

- ENGINEER'S NAME David A. Kubiske, P.E.
Company David Arthur Consultants, Inc.
Address 110 Main Street, Dundee, Michigan 48131
Telephone Number (734) 823-5080 Email dac@daceng.com

- ARCHITECT/~~PLANNER'S~~ NAME Richard Mitchell
Company Mitchell and Mouat Architects
Address 113 S. Fourth Street, Ann Arbor, Michigan 48104
Telephone Number (734) 662-6070 Email rmitchell@mitchellandmouat.com

The applicant indicated on page 4 must sign this application. All correspondence regarding the application and plan will be directed to the applicant. If the applicant is not the property owner, the owner's signed consent must also be provided with this application.


APPLICANT'S DEPOSITION

I hereby depose and certify that all information contained in this application, all accompanying plans and all attachments are complete and accurate to the best of my knowledge.

APPLICANT'S PRINTED NAME: SAYA LELCAT-FARAH

APPLICANT'S SIGNATURE  DATE 11/30/18

PROPERTY OWNER'S PRINTED NAME SAYA LELCAT-FARAH

PROPERTY OWNER'S SIGNATURE  DATE 11/30/18



DIXBORO HOUSE | Projected Use Narrative

The restaurant property most recently operating as Roger Monk's, at 5400 Plymouth Road, will be restored and expanded as both a community hub and destination restaurant, with a projected opening in late August of 2018. The original barn structure with gambrel roofline, erected in the 1880's and utilized as a restaurant beginning in 1935, will be preserved and highlighted as the main bar and casual dining room (retaining original and iconic knotty pine interior paneling), with modernized kitchen, dining and event areas peripherally added. Solar, LEED and sustainable building and restoration practices will be implemented wherever possible. The menu will offer farm-inspired comfort food, highlighting the seasonal richness of Michigan agriculture as well as local vendor/grower partnerships, including micro-local, custom organic production via Gateway Farms in Plymouth.

In addition to the new and dynamic interior spaces, the surrounding acreage will be rededicated to recreational interaction with Fleming Creek and its environs. Potential programming includes outdoor wedding and small-scale event space, lawn game areas, a natural children's playscape and barrier-free nature paths, with additional creative amenities in planning stages. All outdoor programming will be designed and executed with deliberate care and respect for the neighboring community, with established limits on sound amplification and event size/type. SavCo is also working closely with the Huron River Watershed Council on preservation and stewardship of the property section of Fleming Creek, as well as on varied educational programming and the execution of responsible storm water runoff practices including extensive use of rain gardens.

Consistent with and supportive of the 'Dixboro Area Plan,' we have also established our site plans with village-wide walkability access in mind. We intend on utilizing an existing footbridge that connects the property with the Glennborough subdivision, by developing footpaths that lead directly to the restaurant. Similarly, we are committed to consistent involvement at both the township and village level, to encourage, support and contribute to non-motorized pathway development.

SavCo is dedicated to honoring the history of the property as a restorative stop for weary travelers and a connection point for neighboring communities. Providing a diverse array of leisure environments, the new restaurant will offer hospitable comfort, the cultural warmth of socializing and celebrating with friends and strangers alike, and the above all—the joy of simple yet soul-satisfying food and drink.

Key Words + Concepts

Honoring History and Heritage

Heartfelt Hospitality

Connecting Communities

Genuine, Easy, Sincere, Natural

Local People, Local Foods

Tradition Meets Vitality



PRELIMINARY SITE PLAN REPORT

Superior Charter Township Planning Commission

Dixboro House Restaurant
5400 Plymouth Road

Report Date: February 21, 2018

1. Description

- 1.01 Action requested.** The applicant is requesting preliminary site plan approval for a restaurant serving alcoholic beverages and an outdoor eating area, in accordance with Article 10.0 (Site Plan Review) of the Superior Charter Township Zoning Ordinance No. 174.
- 1.02 Owner and Applicant.** FF Acres Holdings LLC (Sava Lelcaj Farah), 301 E. Liberty St., Ann Arbor, MI 48104.
- 1.03 Area and location.** 6.14 acres in the VC (Village Center) Special District on the south side of Plymouth Road east of Cherry Hill Road in the northeast quarter of section 18; parcel no. J-10-18-100-014.

2. Regulatory Flexibility

Section 7.003 (Regulatory Flexibility) allows for the option of Township Board approval of “*limited deviations*” from specific Zoning Ordinance standards as part of an “*Area Plan Amendment*” application for the VC Special District. Permitted deviations are required to “*result in a higher quality of development than would be possible without the deviation.*” Although the applicant has not proposed any deviations, we noted the following existing or proposed site elements that may warrant re-starting the plan review process by submitting an Area Plan Amendment application to make the most appropriate use of the site while remaining consistent with the Township Master Plan:

- 2.01 Ground sign.** A deviation from the strict requirements of Section 9.06 (Ground Signs) would be necessary to allow re-use and alteration of the existing sign, with sign details added to the plan.
- 2.02 Use of the Plymouth Road Right-of-Way.** A deviation would be necessary, along with authorization from the road authority, to allow landscaping, parking, signage, and drainage improvements to encroach into the triangular-shaped expanded right-of-way area adjacent to Plymouth Road.
- 2.03 Parking.** A deviation from the strict requirements of Section 8.06C (Setback) would be necessary to allow parking facilities to encroach into the front yard setback. Based on the site plan, modifications to minimum parking requirements of Section 8.05C (Schedule of Off-Street Parking...) may also be necessary.
- 2.04 Tree replacement.** Any desired modifications of requirements for regulated tree removal and replacement should be addressed through a proposed deviation from the strict requirements of Section 14.05F (Woodlands and Tree Preservations).

2.05 Use of the floodplain and setback area from Fleming Creek. Deviations from the strict requirements of Section 14.05B (Watercourses and Wetlands) and Section 14.05D (Floodplains) would be necessary to allow for use and maintenance of the existing gazebo on the site, and for development of any outdoor activity or special event areas within the floodplain or 50.0-foot setback from the ordinary high water mark of Fleming Creek.

We would note that this list is not intended to be exhaustive, and would recommend that the applicant review all applicable Zoning Ordinance requirements to prepare a complete list of proposed ordinance deviations for an Area Plan Amendment application.

We would also note that by providing this list we are not endorsing any particular deviation. It is up to the applicant to demonstrate on an Area Plan that any deviations are warranted, consistent with the provisions of Section 7.003 (Regulatory Flexibility).

3. Site Plan Information Requirements

We have reviewed the preliminary site plan dated 1/30/2018. The site plan submittal includes a substantial amount of information. However, the following applicable items of required preliminary site plan information are missing or unclear on the plans:

Required Site Plan Information (Section 10.07)	
Add the net lot area to the cover sheet details, as defined in the Zoning Ordinance.	<input type="checkbox"/>
Include the “Projected Use Narrative” on the site plan.	<input type="checkbox"/>
Replace the “25’ wetland setback” near Fleming Creek with the required 50.0-foot open space setback area from the ordinary high water mark of Fleming Creek.	<input type="checkbox"/>
Add the missing adjacent zoning classifications to the north and east of the subject lot.	<input type="checkbox"/>
Provide a separate existing conditions sheet with required information per Section 10.07.	<input type="checkbox"/>
Provide documentation regarding the correct extent of the public road right-of-way.	<input type="checkbox"/>
Add snow storage areas to the landscape plan, consistent with the anticipated pattern of snowplow activity on the lot.	<input type="checkbox"/>
Add the building’s net floor area and number of existing and proposed floors to the cover sheet details, as defined in the Zoning Ordinance.	<input type="checkbox"/>
Provide a proposed floor plan for the basement level of the building.	<input type="checkbox"/>
Add detailed exterior building façade elevation drawings for the updated building, drawn to an appropriate scale with notes indicating the structure height above grade (height of the side walls and height to the peak of the roof) and a basic description of the exterior wall and roofing materials.	<input type="checkbox"/>
Add the location, extent, and purpose of each outdoor activity and special event area.	<input type="checkbox"/>
Clarify the general areas of cutting and filling.	<input type="checkbox"/>

4. Site Plan Review

We have reviewed the preliminary site plan dated 1/30/2018 based upon the available site plan information and the applicable Zoning Ordinance standards, including Section 10.10 (Standards for Site Plan Approval). Our review comments follow:

- 4.01 Dimensional standards.** The building setbacks and required transition buffers are consistent with the applicable dimensional standards of the VC District.
- 4.02 Vehicular circulation.** The proposed site layout includes consolidation of the existing vehicle ingress/egress from Plymouth Road into one new driveway approach. The internal vehicular circulation layout reflects the topography of the site and is consistent with applicable Zoning Ordinance requirements. Design details will be subject to further review during the final site plan and detailed engineering review stages of this project.
- 4.03 Pedestrian access.** A network of internal 5.0-foot wide concrete sidewalks are proposed, which would minimize pedestrian-vehicle conflicts. A correction will be needed to the line width of the proposed sidewalk paralleling Fleming Creek.
- 4.04 Landscaping and screening.** The following preliminary comments on the conceptual landscape layout provided on sheet L-1 are intended to help guide the development of a final landscape plan:
- The location, arrangement, and species of plant materials needs to be adjusted to accommodate snow storage areas, salt runoff, and typical vehicle overlap.
 - Some adjustments to landscaping near Plymouth Road may be required to provide adequate site distance for turning movements.
 - Screening along the north side of the parking lots should have a dense, year-round character to adequately screen headlight glare.
- 4.05 Preservation of natural features.** General natural features information is included on sheet L-1, and is consistent with the requirements for preliminary site plan approval. The following preliminary comments are intended for development of a more detailed final site plan sheet addressing natural features:
- A note on sheet L-1 indicates that one area of “buckthorn hedge” will be removed. An inventory and plan will be required for eradication and control of the five (5) invasive species listed in Section 14.05F.3.
 - With the exception of a dying or diseased tree, Norway Maple and Siberian Elm trees are subject to the mitigation requirements of Section 14.05F.5.

5. Planning Commission Action on the Preliminary Site Plan

From a planning prospective, the preliminary site plan is sufficiently complete for purposes of evaluating the associated conditional use permit application, but is not ready for Planning Commission action. As noted in part 2 of our report, we recommend that the applicant consider submittal of an Area Plan Amendment application with a complete list of proposed ordinance deviations. We further recommend that Planning Commission action on this preliminary site plan application be limited to a motion to postpone action pending receipt of revised plans or an Area Plan Amendment application.

Respectfully submitted,

Donald N. Pennington
Rodney C. Nanney, AICP
Township Planning Consultants

February 21, 2018

CHARTER TOWNSHIP OF SUPERIOR

3040 N. Prospect Road
Ypsilanti, MI 48198

Attention: **Lynette Findley, Township Clerk**

Regarding: **Dixboro House**
Preliminary Site Plan Review
OHM Job No. 0140-18-1011

Dear Ms. Findley,

On the Township's behalf, we have reviewed the Preliminary Site Plan material prepared and submitted by David Arthur Consultants, Inc., and dated January 30, 2018 for the above referenced project. The site plan materials are for the renovation and expansion of an existing restaurant. Plans for the site include restoration of the existing building, expansion of seating areas, expanded parking facilities, additional pathways, as well as on-site stormwater management. The site is located in the northeast quarter of Section 18 at 5400 Plymouth Road. Fleming Creek routes through the southeast corner of the property. The property has three (3) existing septic fields that we understand will continue to be utilized, in addition to two groundwater wells. Based on the information presented, we offer the following comments for your consideration:

General Comments

1. The hatching patterns and line styles indicated in the legend should reflect those used on the drawings. For example, it appears that the hatching pattern meant for the 100 year floodplain was used for the existing septic fields, and the hatching pattern used for the floodplain is not shown in the legend. In addition, the line style used to represent the wetland delineation on the plans appears to be the line type for proposed water main shown in the legend.
2. The dimensions of the building, porches, and decks should be shown on the plans.
3. On the cover sheet there are several callouts for existing heavy brush and vegetation where the text note appears to be incomplete.
4. It should be indicated on the site plan if both existing wells are to remain in use.
5. On the entrance pavement cross section, the word "HMA" should be indicated for the asphalt mixes.
6. On sheet C.102, in the northwest corner of the property, there appears to be an incorrect label indicating a 1,054 square foot rain garden, where there is none planned.
7. The preliminary site plan set of drawings should contain an Existing Conditions Plan Sheet. It would also be useful to show any site removals on the same sheet.

Engineering Comments related to Site Plan Sheet C.102

8. The intent for outlet of site stormwater run-off to the Fleming Creek should be identified.



9. We recommend that a submittal to the Washtenaw County Water Resources Commission (WCWRC) be made for their input at the preliminary site plan stage.
10. The 100-year floodplain callout should be identified as a limit line for the floodplain.
11. There appears to be a catch basin symbol at the east edge of the proposed parking lot that is not labeled. In addition, the intent of the catch basin in the design should be identified.
12. The line-type utilized for the limits of the proposed underground detention system should be more visible, so it's easy to identify on the drawing. Furthermore, if preliminary volume calculations exist, they should be provided in the next submittal.
13. The proposed inlet and outlet locations of the proposed underground detention system should be shown on the site plan.
14. The septic field hatching should be consistent across all septic fields shown on the drawing.
15. It is unclear what the dashed line to the north and east of the septic fields represents. Please label this line or indicate its meaning in the legend.
16. Based on the existing grade of the site in the vicinity of the proposed parking areas, it appears extensive proposed grading will be necessary on the future final site plan submittal. Allowable slopes should be maintained within areas of the site where grade change is feasible. Some level of grading analysis should be completed at the preliminary engineering stage to verify the extent of grading limits, and any potential impact to natural features on the site.
17. According to Section VII of the Superior Township Engineering Standards Manual, "It is recommended that a soils investigation be done and a report prepared for all areas where pavement is proposed."
18. Portions of the proposed walkway appear to encroach the 100 year floodplain and wetland limits. Our previous understanding was that no proposed grade change was to be made in these areas.
19. The width labels of the proposed concrete walks and how the walks are shown graphically on the site plan is not consistent. This should be reviewed and revised for all areas.

Agency Permit Requirements

20. A summary table of relevant permits for the site should be added to the cover sheet.
21. Approvals and/or permits required to be secured for final site plan would include a Building Permit from the Township, approval from the Township Fire Department, a Soil Erosion and Sedimentation Control (SESC) permit from WCWRC, Stormwater Management system approval from WCWRC, septic system and well approvals from Washtenaw County Health Department, and approval from the Washtenaw County Road Commission for the drive entrance and/or any other public ROW related impact.

Recommendation

At this time, we recommend that the above comments in our letter be addressed by the Applicant's Engineer prior to action from the Planning Commission in regard to Preliminary Site Plan Approval. Once the Applicant has submitted a revised Preliminary Site Plan Submittal, we can provide additional review and comment on behalf of the Township.



If you have any questions regarding our review, please feel free to contact me at (734) 466-4439.

Sincerely,

OHM Advisors

A handwritten signature in black ink that reads "George A. Tsakoff".

George A. Tsakoff, PE

cc: Ken Schwartz, Township Supervisor (via e-mail)
Richard Mayernik, CBO, Building Department (via e-mail)
Laura Bennett, Planning Coordinator (via e-mail)
Don Pennington, Township Planning Consultant (via e-mail)
Rodney Nanney, Township Planning Consultant (via e-mail)
Sava Lelcaj Farah, FF Acres Holdings LLC (via e-mail)
David Kubiske, David Arthur Consultants, Inc. (via e-mail)
Jason Nolf, David Arthur Consultants, Inc. (via e-mail)
Rhett Gronevelt, OHM Advisors (via e-mail)
file

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**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

ORDINANCE NO. 174-___

[An ordinance to amend Article 10 (Site Plan Review), Article 14 (Special Development Regulations), and Article 17 (Definitions) of the Superior Charter Township Zoning Ordinance No. 174 to reference the existing process for design review of Dixboro area development projects; and to add provisions establishing a process whereby the regional Fleming Creek Advisory Council may evaluate new commercial and residential developments with proximity to Fleming Creek and provide advisory recommendations to the Planning Commission about safeguards and best practices to protect the water resources of Fleming Creek, by authority of the Public Act 110 of 2006 (being MCL 125.3101 et. seq., as amended).]

SUPERIOR CHARTER TOWNSHIP, WASHTENAW CO., MICHIGAN, HEREBY ORDAINS:

**ARTICLE 10
SITE PLAN REVIEW**

[DELETE AND REPLACE subsection "A" (Application Submittal and Technical Review) of Section 10.04 (Applications for Site Plan Approval) in its entirety to INSERT provisions for additional evaluation of Fleming Creek and Dixboro area projects and DELETE the outdated provisions for county review of site condominium developments, as follows:]

Section 10.04 Applications for Site Plan Approval.

Any person with a legal interest in a lot may apply for site plan approval. If the applicant is not the fee simple owner of the property, the applicant shall submit a statement signed by all of the owners consenting to the application for site plan approval.

A. Application Submittal and Technical Review.

Application shall be made by filing all completed forms and sixteen (16) full-size copies of the site plan drawing(s) with the Township Clerk, and payment of required review fees and escrow deposits to the Township Treasurer.

1. Any application or site plan that does not satisfy the information requirements of this Article shall be considered incomplete, and shall be returned to the applicant.
2. The Township Clerk, upon receipt of all required application materials, shall forward the site plan and application materials to the Planning Commission, with copies to the Township Planner and other designated Township officials and consultants.
 - a. A preliminary site plan for RESIDENTIAL USES or COMMERCIAL USES on a lot within 500 feet of Fleming Creek shall be forwarded to the Fleming Creek Watershed Council per Section 14.12 (Fleming Creek Area Developments).
 - b. A minor or preliminary site plan for a lot located in the Dixboro community, as defined in the adopted Growth Management Plan, shall be forwarded to the Dixboro Design Review Board per Section 14.04 (Design Review).
- ~~3. In the event a preliminary site plan application for a site condominium development is filed with the Clerk, the Clerk shall also forward a copy of the application~~

~~materials to Washtenaw County for written comments from the subdivision/site condominium advisory committee. Upon receipt, the Clerk shall forward the advisory committee's comments to the Planning Commission.~~

- 4.3. Each final site plan shall be prepared by an architect, community planner, engineer, landscape architect, or land surveyor registered or licensed in the State of Michigan and shall bear the professional seal of the preparer.

ARTICLE 14 SPECIAL DEVELOPMENT REGULATIONS

[INSERT a new Section 14.12 entitled "Fleming Creek Area Developments," as follows:]

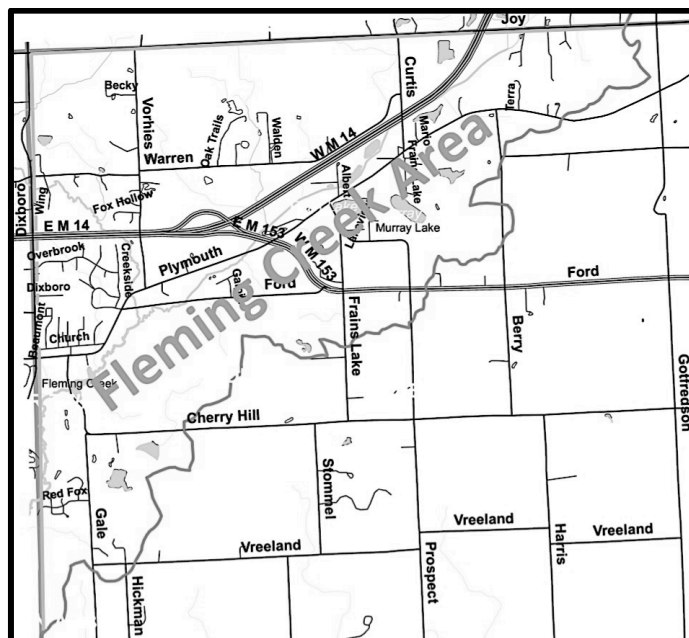
Section 14.12 Fleming Creek Area Developments.

The intent of this Section is to provide for additional evaluation of new development projects for RESIDENTIAL USES or COMMERCIAL USES on land with proximity to Fleming Creek. This Section is not intended to stifle creativity in site design, or to restrict development that conforms to the requirements of this Ordinance.

A. Scope.

The Fleming Creek Watershed Council may evaluate and make advisory recommendations to the Planning Commission regarding development plans for new RESIDENTIAL USES or COMMERCIAL USES on sites located within 500 feet of Fleming Creek, which is defined as the triangular-shaped "Fleming Creek Area" bound by the west and north Township boundaries and a connecting line set back 500 feet from the south/east bank of Fleming Creek.

Development plans subject to this Section shall include applications for preliminary site plan or preliminary condominium site plan approval per Article 10 (Site Plan Review); and applications for tentative approval of a preliminary plat per the requirements of the Township's Subdivision Ordinance (Ord. No. 42). The defined Fleming Creek Area is depicted on the following map for reference:



B. Evaluation of Development Projects.

The Township Clerk shall promptly transmit a copy of the application and plans for any development project subject to this Section to the Fleming Creek Advisory Council, along with an invitation to provide written comments or advisory recommendations to the Planning Commission within 65 calendar days following the date the Clerk received the associated application.

1. Where a Council member is determined to have a conflict of interest associated with the project, a summary of the conflict and any Council actions taken in response should be noted in the communication to the Planning Commission.
2. The Planning Commission shall, in reviewing a development project subject to this Section, consider any Fleming Creek Advisory Council comments or advisory recommendations made in accordance with this Section.
3. The Planning Commission may defer consideration of the Council's comments or advisory recommendations to review of a final site plan, final condominium site plan or final approval of a preliminary subdivision plat for the development project upon determination that the project has limited potential to adversely impact water resources in Fleming Creek.

ARTICLE 17 DEFINITIONS

[REVISE Section 17.03 (Definitions) to ADD new definitions for "Dixboro Design Review Board," "Fleming Creek Advisory Council," and "Master Plan" as follows:]

Section 17.03 Definitions.

Whenever used in this Ordinance, the following words and phrases shall have the meaning ascribed to them in this Section:

- 56a. **Dixboro Design Review Board.** The advisory committee established by Section 14.04 (Design Review) of this Ordinance to provide advisory recommendations to the Planning Commission regarding the quality of design of Dixboro community buildings and sites subject to redevelopment, expansion or new construction.
- 80a. **Fleming Creek Advisory Council.** A regional committee established by joint action of Ann Arbor, Salem, and Superior townships, with assistance from the Washtenaw County Water Resources Commissioner and Huron River Watershed Council, to advise residents, property owners, and township officials, boards, and commissions about safeguards and best practices to protect the water resources of Fleming Creek.
- 125b. **Master Plan.** See "Growth Management Plan."

CHARTER TOWNSHIP OF SUPERIOR
3040 NORTH PROSPECT, YPSILANTI, MICHIGAN 48198
734-482-6099

2018 MEETING SCHEDULE

TOWNSHIP BOARD

All regular meetings are held at the Township Hall, 3040 N. Prospect, at **7:00 p.m.** on the third Monday of each month. If a holiday falls on a third Monday, the meeting will be on the Tuesday following that Monday of that week.

Tuesday, January 16, 2018 (following Martin Luther King Day)
Tuesday, February 20, 2018 (following Presidents' Day)
Monday, March, 19, 2018
Monday, April 16, 2018
Monday, May 21, 2018
Monday, June 18, 2018
Monday, July 16, 2018
Monday, August 20, 2018
Monday, September 17, 2018
Monday, October 15, 2018
Monday, November 19, 2018
Monday, December 17, 2018

PLANNING' COMMISSION (subject to Planning Commission approval)

All regular meetings are held at the Township Hall, 3040 N. Prospect, at **7:30 p.m.** on the fourth Wednesday of each month, except for the December meeting, which will be held on the second Wednesday of the month.

Wednesday, January 24, 2018	Wednesday, July 25, 2018
Wednesday, February 28, 2018	Wednesday, August 22, 2018
Wednesday, March 28, 2018	Wednesday, September 26, 2018
Wednesday, April 25, 2018	Wednesday, October 24, 2018
Wednesday, May 23, 2018	Wednesday, November 28, 2018
Wednesday, June 27, 2018	Wednesday, December 12, 2018

Lynette Findley, Clerk
3040 N. Prospect
Superior Township, MI 48198
734-482-6099