

**SUPERIOR CHARTER TOWNSHIP PLANNING COMMISSION
SUPERIOR TOWNSHIP HALL
3040 N. PROSPECT, YPSILANTI, MI 48198
AGENDA
MAY 23, 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 April 25, 2018 regular meeting minutes
6. CITIZEN PARTICIPATION
7. CORRESPONDENCE
8. PUBLIC HEARINGS, DELIBERATIONS AND ACTIONS
 - A. STPC #18-10 SBA Cellular Tower Conditional Use Permit
 1. Public Hearing
 2. Deliberation
 3. Action
9. REPORTS
 - A. Ordinance Officer
 - B. Building Inspector
10. OLD BUSINESS
11. NEW BUSINESS
 - A. STPC #18-11 SBA Cellular Tower Combined Preliminary and Final Site Plan
 - B. STPC #18-09 Dixboro Village Green Pavilion Minor Site Plan
12. POLICY DISCUSSION
13. ADJOURNMENT

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

Laura Bennett, Planning Clerk
734-482-6099

**SUPERIOR CHARTER TOWNSHIP
PLANNING COMMISSION
APRIL 25, 2018
DRAFT MINUTES
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4-1 CALL TO ORDER

Chairperson Guenther called the regular meeting to order at 7:30 p.m.

4-2 ROLL CALL

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

4-3 DETERMINATION OF QUORUM

A quorum was present.

4-4 ADOPTION OF AGENDA

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

4-5 APPROVAL OF MINUTES

A. Minutes of the February 28, 2018 Meeting

A motion was made by Commissioner Brennan and supported by Commissioner Sanii-Yahyai to approve the minutes as amended. The motion carried.

B. Minutes of the March 28, 2018 Meeting

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

4-6 CITIZEN PARTICIPATION

There was no Citizen Participation.

4-7 CORRESPONDENCE

A. Memo from Dixboro Design Review Board regarding 2018 meeting dates

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A motion was made by Commissioner Findley and supported by Commissioner Steele to receive and file the correspondence.

4-8 PUBLIC HEARINGS, DELIBERATIONS AND ACTIONS

- A. STPC #18-05 Zoning Ordinance Text Amendments – Fleming Creek
1. Public Hearing

The public hearing was opened by voice vote.

Joan Martin, 5530 Warren Road, stated that she is pleased that the amendment is before the Planning Commissioners and encouraged them to approve the text amendments.

Jean Marie Michler, 3690 Vorhies Road, stated that she lives near the Fleming Creek and supports protecting the watershed. She added that water resources are a great draw to the areas.

Patricia Baker, 5073 Red Fox Run, voiced her support for the Zoning Ordinance Text Amendments, adding that the Fleming Creek runs through a portion of her property.

Motion by Commissioner Brennan, supported by Commissioner Findley to close the public hearing. The motion carried.

2. Deliberation

Mr. Nanney stated that the key changes to the Text Amendments from the last meeting were to define the Fleming Creek Watershed and change the boundary.

Commissioner Guenther inquired about the method for knowing if a potential project impacts the watershed.

Mr. Nanney replied that there are meetings with applicants prior to any submittals and impacts on the watershed would be made known at that point.

Commissioner Guenther asked how someone would know if a project is in the watershed based on the definition that is in the text.

Mr. Nanney stated that the information is available on the Washtenaw County GIS (geographic information system).

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Commissioner Guenther noted that applicants should have the ability to determine whether or not they are in the watershed prior to submittal.

Mr. Nanney stated that if a proposed project is on the line of the boundary, it would ultimately be up to the Zoning Administrator to make the determination.

Commissioner Guenther requested that a standard for determining the watershed boundary be placed into the text, noting that it currently seemed arbitrary and capricious.

Mr. Nanney replied that the boundary is geological.

Commissioner Guenther stated that the text amendment does not give guidance where the watershed starts or stops. He suggested having an external standard to relate to rather than the map attached to the Text Amendment. He inquired how Mr. Mayernik, the Zoning Administrator, would determine where the watershed begins and ends.

Mr. Nanney replied that currently, Mr. Mayernik would look at the Washtenaw County GIS (geographic information system) map, but the map could change from time to time. He added that the Township does not have a fixed watershed map in the way that they have a fix wetland map.

Commissioner McGill suggested referencing GIS that is available at that time.

Commissioner Guenther suggested adding language referencing the most current topographic survey maps available from time to time and deleting the last sentence in section 14.12a that references an attached map.

3. Action

Motion by Commissioner Findley supported by Commissioner Sani-Yahyai to recommend that the Township Board of Trustees adopt STPC #18-05, Proposed Zoning Ordinance Amendments, which would establish a process to invite the Fleming Creek Advisory Council to provide advisory recommendations to the Planning Commission regarding new developments within the Fleming Creek Watershed, with the following changes:

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1. Delete the last sentence in section 14.12a that reads, “The defined Fleming Creek Area is depicted on the following map for reference.”
2. Add “as determined by reference to the most current topographic survey maps available from time to time” to Article 17.03 80a.

4-9 REPORTS

A. Ordinance Officer

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

B. Building Inspector

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

C. Zoning Administrator

A motion was made by Commissioner Findley and supported by Commissioner Steele to receive the report. The motion carried.

4-10 OLD BUSINESS

A. STPC #18-06 RFC Holdings, LLC – Final Site Plan

Mike Raoutiola, Applicant, stated that they are looking forward to getting feedback on the Final Site Plan.

David Kubiske, Project Engineer, stated that final approval from Washtenaw County Road Commission is outstanding.

It was noted that the applicant must have all outside agency approvals prior to receiving Engineering Approval.

Rodney Nanney, Township Planner, reviewed the Planner’s report dated April 17, 2018.

George Tsakoff, Township Engineer, review the Engineer’s report dated April 18, 2018.

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Mr. Kubiski stated that the picket fence at the front of the property was removed because it was blocking the sign. Small shrubs were added in its place.

Mr. Nanney stated that keeping the area around the sign open was consistent with the decision of the Planning Commission.

Commissioner Guenther asked what kind of shrubs were being used.

It was determined that the shrubs were green spice viburnum.

Mr. Nanney informed the Commissioners that there is currently a tree in the right-of-way that will likely be removed due to blocking access to the site.

Commissioners had no further comments.

Motion by Commissioner Findley, supported by Commissioner Brennan, to approve STPC #18-06 RFC Holdings, LLC Final Site Plan dated 3/27/2018, finding that it complies with the approved RFC Financial Planners Area Plan dated 10/13/2017 and applicable Zoning Ordinance requirements, including Section 10.07 (Required Site Plan Information) and Section 10.10 (Standards for Site Plan Approval), subject to the following conditions:

1. All items noted in the Township Engineer's report dated 4/18/2018 shall be addressed by the applicant during the detailed engineering review of the construction plans.
2. The applicant shall submit copies of all necessary outside agency permits and approvals to the Township prior to detailed engineering approval of the construction plans.

Roll Call:

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

The motion carried.

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4-11 NEW BUSINESS

None.

4-12 POLICY DISCUSSION

Mr. Mayernik discussed the Zoning Board of Appeals meeting on April 19, 2018. The ZBA took action on the cellular tower proposed by SBA/Jonathan Crane, but preferred not to make the determination on the definition of a tower.

The ZBA asked that the required distance between cellular towers be reviewed by the Planning Commission. The Zoning Ordinance currently enforces a two mile separation between cellular towers, but the ZBA felt that a reduction in distance may be warranted.

Mr. Nanney discussed potential legislation that could authorize mini cellular tower installation on existing utility poles. He added that the Township does not need to react to now, but changes could be coming.

Commissioner Guenther inquired about updates to the Master Plan.

Mr. Nanney replied that there are currently only updates to the Dixboro Area Plan.

4-13 ADJOURNMENT

A motion was made by Commissioner Brennan supported by Commissioner Sani-Yahyai to adjourn at 8:49 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

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: Construction of a Wireless Communications Tower

Applicant Name SBA/c/o Jonathan Crane

Applicant Address 1126 N Main, Rochester Mi 48307

Telephone 2486508000 Fax 2486509239 Email jrcpc@sbcglobal.net

Is the property owned by the applicant? YES NO

If "NO", what is the applicant's interest in the property? Manager of towers

Name, address and telephone number of owner(s): MDOT c/oSBA 7402 Wilshire, Lansing Mich. 48917

DESCRIPTION OF THE PREMISES:

1. Location of property M14/Ford Rd interchange area
2. Zoning classification of property RC
3. Adjoining land uses & zoning classifications RC and R1 and PC
4. Tax code number unassigned
5. Size of property or lot MDOT right of way
6. Size of proposed building or addition (if any) 100 x 100 fenced compound
7. Use of existing building (if any) and property no buildings equipment cabinets

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.

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: Jonathan R Crane

APPLICANT'S SIGNATURE *Jonathan R Crane PE* DATE 4/30/18

PROPERTY OWNER'S PRINTED NAME State of Michigan - Department of Transportation

PROPERTY OWNER'S SIGNATURE *See letters*

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

I hereby state that this petition was properly received and filed on 5-1-18 (date)

Signature of Clerk (or designee)

[Signature] *R. MAYORANI*

Fee paid

JONATHAN R. CRANE P.C.
ATTORNEYS & COUNSELORS
1126 N. MAIN ST.
ROCHESTER, MI 48307

JONATHAN R. CRANE
BENJAMIN S. HERRICK

TELEPHONE: (248) 650-8000
FACSIMILE: (248) 650-9239
EMAIL: JRCPC@SBCGLOBAL.NET

May 1, 2018

Planning Commission
Charter Township of Superior
3040 North Prospect St.
Ypsilanti, MI

RE: SBA MI21881S – M14 & Ford Road
Site Plan Application
Our File No. JC4391-16

Dear Planning Commission Members:

This application is submitted to request a shared use new construction monopole in the Michigan Department of Transportation Right of Way. The 180' tall monopole is proposed to include M14 camera monitoring as well as wireless communications area for multiple carriers. The matter has been before the Superior Township Zoning Board of Appeals with appropriate shared use, setback and separation distance variances awarded after public hearings. The project is a Conditional Use approval before the Township.

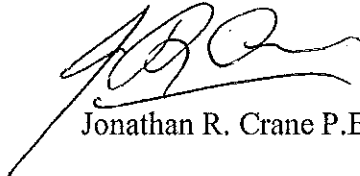
Information Required:

- a. No suitable alternative sites exist within one mile of this location. The tower and compound are designed for collocation opportunities by other communication companies. In addition, the monopole will serve as a mount for M-15/Ford Road monitoring cameras.
- b. Sixteen copies of the 24"x36" site plans are provided along with a thumb drive soft site plan package. Six copies of an abbreviated 11"x17" site plans are also included.
- c. Due to the joint nature of the MDOT/SBA Agreement as well as the underlying MDOT Management Agreement, a request for waiver of the Removal Agreement is made.
- d. The site is on MDOT property and no land taxes are charged. Personal property may be assessed against the individual carriers on the site.
- e. There are no Franchise Agreements for carriers located on this monopole. The individual carriers are licensed by the Federal Communications Commission.

- f. Collocation is included on the sealed site plans.
- g. Backhaul providers are AT&T as well as other fiber service providers.
- h. There are no suitable alternative locations as presented and accepted by the Township Zoning Board of Appeals.
- i. Coverage Maps, as well as Verizon Wireless letter support the need for this height monopole.
- j. There are no adverse environmental impacts created by the development of this unlit 180' tall monopole.

Very truly yours,

JONATHAN R. CRANE P.C.



Jonathan R. Crane P.E.

attachments



STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

RICK SNYDER
GOVERNOR

KIRK T. STEUDLE
DIRECTOR

December 19, 2017

Superior Township Planning Commission
and Zoning Board of Appeals
3040 North Prospect
Ypsilanti, Michigan 48198

Dear Planning Commission and Zoning Board of Appeals:

M-14 and Ford Road interchange, Monopole Tower Construction

This letter is written to support the installation of a telecommunications cell tower planned for the M-14 and Ford Road interchange area. SBA Communications Corporation (SBA) is the State of Michigan's vendor for building, leasing and managing cell towers on land owned by the State of Michigan. In this capacity, SBA routinely develops sites to accommodate transportation operations within the Michigan Department of Transportation's (MDOT's) Right-of-Way.

The proposed tower at the M-14 and Ford Road interchange is necessary for MDOT's overall Intelligent Transportation System program as the site will provide an elevated location for mounting cameras to monitor traffic operations and overall roadway safety, in addition to its use as a telecommunications tower. Therefore MDOT will be an occupant on the tower along with other telecommunication companies.

To be clear MDOT supports this installation and is not requesting a zoning exemption to issue a construction permit for the installation of the facility at the M-14 and Ford Road Interchange.

If you have any questions, please contact either me or Joe Rios, at 517-241-2103 or riosj@michigan.gov.

Sincerely,

Scott Greene

Dec 19 2017 1:45 PM
cosign

Scott Greene, P.E., Manager
Utility Coordination, Permits, & Agreements Section
Development Services Division
Michigan Department of Transportation



U.S. Department
of Transportation
**Federal Highway
Administration**

Michigan Division

June 15, 2017

315 W. Allegan Street, Room 201
Lansing, MI 48933
517-377-1844 (office)
517-377-1804 (fax)
Michigan.FHWA@dot.gov

In Reply Refer To:
HDA-MI

Mr. Kirk T. Steudle, P.E.
Director
Michigan Department of Transportation
425 W Ottawa St
Lansing, MI 48933

Proposed Cell Tower in Limited Access Right-of-Way
M-14 CS 81103
Superior Township, Washtenaw County, Michigan

Dear Director Steudle:

FHWA received your request, dated May 19, 2017, for preliminary review and approval of a proposed cell tower in limited access right-of-way (LAROW) in the southwest quadrant of M-14 and Ford Road, Superior Township, Washtenaw County, Michigan. This cell tower will provide for co-location of MITS and Commercial Carrier hardware.

FHWA approves your preliminary request. If you have any questions during the process of conducting the formal request, please contact Patrick Marchman at patrick.marchman@dot.gov or (517)-702-1820.

Sincerely,

Mark G. Lewis, P.E.

Mark G. Lewis, P.E.
Program Development Team Leader

Digitally signed by MARK G LEWIS
DN: c=US, o=U.S. Government,
ou=DOT FHWA Lansing MI, ou=FHWA
FHWA Lansing MI, cn=MARK G LEWIS
Date: 2017.06.15 11:12:03 -04'00'

For: Russell L. Jorgenson, P.E.
Division Administrator



**STATE OF MICHIGAN
COMMERCIAL WIRELESS TELECOMMUNICATIONS
PRELIMINARY APPLICATION
SITE DEVELOPMENT**

Application Number: 172		Site Name: M-14 & Ford Road North	
Company Name: SBA Communications Corporation			Date: March 14, 2017
Address: 7402 Westshire Drive Suite 120			Phone #: 517-622-8448
City: Lansing	State: MI	Zip: 48917	Fax #: 517-622-8438
E-Mail Address: jlemeyer@sbslte.com			
Department: MDOT		(Check One) <input type="checkbox"/> Existing Tower <input type="checkbox"/> Existing Structure <input checked="" type="checkbox"/> Raw Land	
Latitude 42.32642		Longitude -83.63256	Elevation
Approximate Address: EB M-14 / Ford Road (Exit 10)			
Town, Range, Section, Quarter-Quarter: T02S, R07E, Section 08			
Municipality: Ypsilanti / Superior Township		County: Washtenaw	
Nearest State Facility or Tower	Name: Western Wayne Correctional Facility	Distance: 7.23 Mile	
Nearest Intersection: Ford Road / Plymouth Road			
Proposed Access: North off of eastbound Exit Ramp			
Proposed Utility Routes: TBD			
Proposed Antenna Array And Height: 190' Monopole Cellular Tower engineered for MITS and Commercial Carrier Collocation			
Frequency: Carrier specific frequencies		Equipment: Carrier specific antenna array and ground equipment	
Site Sketch: Please attach detailed site and access sketch.			
Anticipated activities on site prior to licensing (soil testing, timber removal, etc.)** Phase I Environmental assessment will be completed prior to determining need for soil boring. No timber removal.			
Applicant Name: Joy E. Tiemeyer		Signature: <i>Joy E. Tiemeyer</i>	

SBA / AAT COMMUNICATIONS CORPORATION

Comments:	
Name: Joy E. Tiemeyer	Signature: <i>Joy E. Tiemeyer</i>
Title: Project Director	Date: 3/14/2017

<i>One Stop Shop</i>	STATE OF MICHIGAN	<i>Managing Agency</i>
Date Received: 3/14/2017	Return By (Date): 4/25/2017	
Name/Title: Gerald Leach, Statewide SBA Contract Manager	Name/Title: <i>Robert D. Becker</i>	
Signature: <i>Gerald Leach</i>	Signature: <i>Robert D. Becker</i>	
Date: 3/15/2017	Date: 6/23/17	
(Check One)	APPROVED <input checked="" type="checkbox"/>	*DENIED <input type="checkbox"/>

Comments:

*If Denied, Please Specify Why

** State Will Indicate Required Permits For Anticipated Activities On Site

JMM

By e-mail

cc: Mark Van Port Fleet, MDOT
Bradley Wiefelich, MDOT
Matt DeLong, MDOT
Scott Greene, MDOT
Rob Beckon, MDOT
Joe Rios, MDOT
Mark Sweeney, MDOT
P. Bui, MDOT
Pamela Sebenick, MDOT
Mike Ivey, FHWA
Mark Lewis, FHWA
Russ Jorgenson, FHWA
Ted Burch, FHWA
Jeff Forster, FHWA
Patrick Marchman, FHWA

File Directory: O:\FHWA Records\ROWR Right-of-Way - Planning and Program
Development\ROWR 9 General Correspondence Files

File Name: M-14 CS 81103 and Ford Road Cell Tower Washtenaw
County_PMM_JUN152017.docx

Email from Superior Township Assessor regarding SBA Cellular Tower

From: Paula Calopisis

Sent: Thursday, May 17, 2018 1:06 PM

To: Laura Bennett

Cc: rodney@buildingplace.net; Rick Mayernik

Subject: RE: SBA Cell Tower conditional use permit application - responses needed from the Fire Chief and Assessor?

Good Afternoon,

As of this date I have enough information for the SBA cell tower. I have issued a parcel number and an address and the county has added it to their GIS maps.

Once everything is approved and the building permits have been submitted, I will need a copy of them to place the personal property on the assessment roll.

Thank you,

Paula Calopisis, MAAO (3) PPE
Township Assessor
Superior Township
734-482-6099

Superior Township Monthly Report

April/ May 2018

Resident Debris/ Complaints:

9740 Ravenshire - Box Spring & Mattress on Extension - **(Tagged)**
8975 Nottingham - Basketball Hoop in street - **(Tagged for Removal)**
1304 Stamford - Carpet & Pads on Extension - **(Tagged)**
8336 Barrington - Hot tub on Extension - **(Tagged for Removal)**
8925 Bristol Ct - Debris on side of house - **(Tagged)**
1631 Harvest Ln. - Mattress & Box Spring on Extension - **(Tagged for Removal)**
5690 Plymouth Rd. - Debris in Dumpster area - **(Owner Notified)**
16119 Avondale - T.V. on Extension - **(Tagged for Removal)**
8673 Cedar Ct. - Metal rods on Extension - **(Tagged)**
8969 Nottingham - Basketball Hoop in street - **(Tagged for Removal)**
1654 Wiard - Debris on side of house - **(Tagged for Removal)**
1858 Savannah - Cabinet & Toys on Extension - **(Tagged)**
10271 Avondale - Chair & Door on Extension - **(Tagged)**
9859 High Meadow - Debris on Extension - **(Tagged for Removal)**
9860 High Meadow - Freezer & Box on Extension - **(Tagged)**
9868 High Meadow - Metal Pieces on Extension - **(Tagged)**
9216 Ascot Dr. - Mattress & Box Spring on Extension - **(Tagged)**
8645 Cedar Ct. - Carpet & Pads on Extension - **(Tagged)**
8931 Oxford Ct. - 2 T.V.s on Extension - **(Tagged for Removal)**
8884 Nottingham - Box Spring & Mattress on Extension - **(Tagged)**
8943 Nottingham - T.V. on Extension - **(Tagged for Removal)**
8597 Eral Ct. - Debris in street - **(Tagged for Removal)**
8585 Eral Ct. - Metal stand on Extension - **(Tagged)**
8599 Buckingham - Chair on Extension - **(Tagged)**

Yard Waste & Grass:

8747 Barrington - Yard waste on Extension - **(Tagged)**
8417 Glendale - Yard waste on Extension - **(Tagged)**
1102 Stamford - Yard waste on Extension - **(Tagged)**
1654 Wiard Rd. - Grass - **(Tagged To Be Cut)**
1823 Manchester - Grass - **(Tagged To Be Cut)**
1923 Andover - Grass - **(Tagged To Be Cut)**
8650 Bedar Ct. - Grass - **(Tagged To Be Cut)**

8618 Heather - Grass - **(Tagged To Be Cut)**
8617 Heather - Grass - **(Tagged To Be Cut)**
8644 Heather - Grass - **(Tagged To Be Cut)**
8648 Heather - Grass - **(Tagged To Be Cut)**
8931 Oxford Ct. - Grass - **(Tagged To Be Cut)**
8977 Oxford Ct. - Grass - **(Tagged To Be Cut)**
8884 Nottingham - Grass - **(Tagged To Be Cut)**
8940 Nottingham - Grass - **(Tagged To Be Cut)**
8944 Nottingham - Grass - **(Tagged To Be Cut)**
8956 Nottingham - Grass - **(Tagged To Be Cut)**
1648 Harvest Ln. - Grass - **(Tagged To Be Cut)**
1652 Harvest Ln. - Grass - **(Tagged To Be Cut)**
1575 Harvest Ln. - Grass - **(Tagged To Be Cut)**
1579 Harvest Ln. - Grass - **(Tagged To Be Cut)**
1638 Wiard Rd. - Grass - **(Tagged To Be Cut)**
1280 Stamford Rd. - Grass - **(Tagged To Be Cut)**
1288 Stamford Rd. - Grass - **(Tagged To Be Cut)**
8426 Barrington - Grass - **(Tagged To Be Cut)**
8430 Barrington - Grass - **(Tagged To Be Cut)**
8437 Barrington - Grass - **(Tagged To Be Cut)**
8460 Barrington - Grass - **(Tagged To Be Cut)**
8507 N. Warwick Ct. - Grass - **(Tagged To Be Cut)**
1922 Savannah - Grass - **(Tagged To Be Cut)**
8585 Eral Ct. - Grass - **(Tagged To Be Cut)**
1763 Bridgewater - Grass - **(Tagged To Be Cut)**
1751 Sheffield - Grass - **(Tagged To Be Cut)**
1747 Sheffield - Grass - **(Tagged To Be Cut)**
1765 Hamlet - Grass - **(Tagged To Be Cut)**
8526 Windsor Ct. - Grass - **(Tagged To Be Cut)**

Vehicle Complaints:

1592 Harvest Ln. - Vehicle Parked on Lawn - **(Tagged for Removal)**
1652 Stephens - Boat Parked in Street - **(Tagged for Removal)**
1532 Harvest Ln. - Vehicle Parked on Lawn - **(Tagged for Removal)**
8460 Barrington - Vehicle Blocking walkway - **(Tagged for Removal)**
9979 Avondale - Vehicle on Jacks - **(Tagged for Removal)**
1693 Sheffield - Vehicle Blocking walkway - **(Tagged for Removal)**
8287 Berkshire - Vehicle parked on Township Property - **(Tagged for Removal)**
9621 Avondale - Truck on Jacks - **(Tagged for Removal)**
1508 Devon - Vehicle Blocking Walkway - **(Tagged for Removal)**

Illegal Dumpings:

Sofa Dumped on Side of Road on Vreeland - **(Office Notified)**

Napier & Cherry Hill - Large Barrel Dumped w/ Liquid - **(Office Notified)**

Gotfredson & Geddes Rd. - Sofa & Pillows Dumped - **(Office Notified)**

LaForge Rd. & Hunters Creek - Box Spring, Pads, Boxes, Concrete Dumped - **(Office Notified)**

Vreeland between Harris Rd. & Prospect - Sofa & Chair Dumped **(Office Notified)**

SUPERIOR TOWNSHIP BUILDING DEPARTMENT
MONTH-END REPORT
April 2018

Category	Estimated Cost	Permit Fee	Number of Permits
Com/Multi-Family Renovations	<i>\$75,000.00</i>	<i>\$587.00</i>	<i>1</i>
Electrical Permits	<i>\$0.00</i>	<i>\$4,724.00</i>	<i>28</i>
Mechanical Permits	<i>\$0.00</i>	<i>\$5,648.00</i>	<i>44</i>
Plumbing	<i>\$0.00</i>	<i>\$3,218.00</i>	<i>35</i>
Res-Additions (Inc. Garages)	<i>\$161,960.00</i>	<i>\$1,087.00</i>	<i>3</i>
Res-Manufactured/Modular	<i>\$1,130,000.00</i>	<i>\$3,600.00</i>	<i>24</i>
Res-New Building	<i>\$509,942.00</i>	<i>\$3,364.00</i>	<i>1</i>
Res-Other Building	<i>\$62,677.00</i>	<i>\$700.00</i>	<i>7</i>
Res-Other Non-Building	<i>\$42,117.00</i>	<i>\$516.00</i>	<i>4</i>
Res-Renovations	<i>\$12,320.00</i>	<i>\$150.00</i>	<i>1</i>
Totals	<i>\$1,994,016.00</i>	<i>\$23,594.00</i>	<i>148</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>\$106,391.00</i>	<i>\$495.00</i>	<i>3</i>
Com/Multi-Family Renovations	<i>\$1,956,932.00</i>	<i>\$8,142.00</i>	<i>6</i>
Com-Other Non-Building	<i>\$35,690.00</i>	<i>\$650.00</i>	<i>4</i>
Electrical Permits	<i>\$0.00</i>	<i>\$20,746.00</i>	<i>111</i>
Mechanical Permits	<i>\$0.00</i>	<i>\$25,127.55</i>	<i>149</i>
Plumbing	<i>\$0.00</i>	<i>\$12,954.00</i>	<i>97</i>
Res-Additions (Inc. Garages)	<i>\$239,735.00</i>	<i>\$1,593.00</i>	<i>5</i>
Res-Manufactured/Modular	<i>\$1,880,000.00</i>	<i>\$5,950.00</i>	<i>40</i>
Res-New Building	<i>\$4,241,035.00</i>	<i>\$25,618.00</i>	<i>16</i>
Res-Other Building	<i>\$211,528.00</i>	<i>\$2,100.00</i>	<i>21</i>
Res-Other Non-Building	<i>\$189,271.00</i>	<i>\$1,016.00</i>	<i>8</i>
Res-Renovations	<i>\$226,320.00</i>	<i>\$1,263.00</i>	<i>5</i>
Totals	<i>\$9,086,902.00</i>	<i>\$105,654.55</i>	<i>465</i>



WIRELESS COMMUNICATION TOWER REPORT

Superior Charter Township Planning Commission

SBA Monopole Tower, M-14 State Highway

Report Date: May 16, 2018

1. Description

1.01 Action Requested. The applicant is requesting conditional use permit approval to construct a 180-foot tall monopole tower for wireless communication facilities and state highway traffic cameras per Section 14.02 (Wireless Communication Facilities) of the Zoning Ordinance.

1.02 Landowner. State of Michigan, Department of Transportation

1.03 Applicant. SBA Towers IX LLC, Jonathan R. Crane, P.C., 1126 N. Main St., Rochester, MI 48307.

1.04 Location. The tower and ground enclosure are proposed to be located entirely within the M-14 state highway right-of-way at the M-14/M-153 interchange, on a triangular area of land bounded by the eastbound lanes of M-14, the eastbound exit ramp to M-153/Ford Rd., and the M-153/Ford Rd. overpass. Access to the tower is proposed to be taken from the eastbound exit ramp.

2. Application of Ordinance Standards and Variance Approval

Section 14.02 (Wireless Communication Facilities) governs the location and design of wireless communication towers in the Township, and includes a requirement that such towers “*shall be set back from all lot boundaries and road rights-of-way a minimum distance equal to the height of the tower,*” which would prohibit this type of tower from being located within a road right-of-way. When the applicant initially proposed to construct this tower within the M-14 state highway right-of-way, he was informed that a variance would be required to allow the project to proceed. At his own risk, the applicant elected to seek variance approval first, prior to any Planning Commission review.

On April 19, 2018, the Zoning Board of Appeals took action to approve a variance from the road right-of-way setback requirement to allow the proposed tower within the M-14 right-of-way. The Board of Appeals also granted a second requested variance related to the proximity of this site to an existing wireless communications facility located on top of an ITC electrical transmission tower.

3. Standards for Wireless Communication Facilities

We have reviewed the conditional use permit application and combined preliminary/final site plan dated 4/24/2018 to confirm compliance with Section 14.02 (Wireless Communication Facilities) and the approved variances. Our comments and recommendations follow:

Ordinance Standard	Notes	Conforms?
Permission to locate the tower	A 6/15/2017 letter from the U.S. Federal Highway Administration and a 12/19/2017 letter from the Michigan Department of Transportation (MDOT) have been provided as documentation of permission to install the tower on the site.	Yes
Engineering certification	The site plans have been signed and certified by a licensed professional engineer in the State of Michigan.	Yes
Environmental impact	No impacts on wetlands, floodplains, watercourses, wildlife habitat or historical sites are anticipated from this project.	Yes
Location and necessity of the tower	<p>The purposes of the tower are to provide for collocation of up to four wireless communication antennae arrays, and for installation of MDOT controlled traffic cameras. Traffic camera towers located within the road right-of-way are not subject to Township ordinances, and could be installed with no Township approval or oversight. We recommend that the Planning Commission accept the tower location within the M-14 right-of-way per the MDOT requirements and the approved variance from the Board of Appeals.</p> <p>However, the variance approval does not relieve the applicant's obligation to demonstrate to the Planning Commission's satisfaction "<i>that there are no reasonable and suitable alternatives for location of equipment on an existing tower within the service area of the proposed tower</i>" (see Section 14.02D.2.). At a minimum, this would include providing the required inventory of existing wireless communication towers, along with existing and proposed coverage maps or other evidence.</p> <p><u>The applicant's undocumented assertion in his 5/1/2018 letter that "no suitable alternative sites exist within one mile of this location" is insufficient to satisfy this requirement.</u></p>	<p>Can Conform</p> <p>Additional information required to verify compliance</p>
Collocation of additional antennae	Four (4) antennae array locations are proposed, in addition to the location of the MDOT traffic cameras. However, <u>the applicant has not provided the required notarized statement from the tower operator that the facility will accommodate collocation of additional antennae for future users</u> (see Section 14.02B.7.f.).	<p>Can Conform</p> <p>Additional information required</p>
Maximum tower height	The proposed 180-foot tower height conforms to the maximum height limit in Section 14.02D.7. The tower is not located within any airport approach zones and will not create a hazard to air navigation.	Yes
Minimum tower setback	The proposed tower and ground equipment enclosure is consistent with the variance granted by the Board of Appeals.	Yes
Minimum tower separation	The proposed tower and ground equipment enclosure is consistent with the variance granted by the Board of Appeals.	Yes

Ordinance Standard	Notes	Conforms?
Tower materials and color	Section 14.02D.8. requires that the paint scheme of the tower and antennae “ <i>shall be designed to minimize off-site visibility of the facility.</i> ” The specifications on sheet SP-2 indicate that this tower will consist of a “ <i>hot-dipped galvanized</i> ” steel finish. Based on observations of similar facilities, the tower should appear to be white or light gray in color. We have no objective from a planning perspective to a Commission determination that the tower finish would meet this standard.	Yes, with Planning Commission approval
Tower lighting	No tower lighting is proposed or required.	Yes
Ground equipment enclosure security	The ground equipment enclosure is proposed to be secured by a six-foot high chain-link fence, topped by three strands of barbed-wire. Per Section 6.01A.2.a., the Planning Commission may approve use of barbed wire on any fence subject to site plan approval “ <i>where deemed necessary for security purposes or public safety.</i> ” Based on the proposed location, we have no objection from a planning perspective to Commission approval of the additional security measure.	Yes, with Planning Commission approval
Ground equipment enclosure screening	<p>No additional screening is proposed around the enclosure, and no request for a waiver or variance has been proposed. Per Section 14.02D.9., “<i>The ground equipment enclosure area and fencing shall be screened with a dense evergreen screen per Section 14.10D (Methods of Screening) along each side of such fencing and building. ... The Planning Commission may waive the screening requirements of this subsection where natural growth around the property perimeter may provide sufficient buffer, such as facilities sited on large, wooded lots.</i>”</p> <p>Although the ground enclosure area will be highly visible to traffic on M-14, the topography of the site, existing perimeter vegetation south of the exit ramp, and width of the state highway right-of-way will minimize visibility of the ground equipment enclosure from surrounding properties.</p>	Planning Commission waiver of screening would be required for compliance
Access	The site can be accessed by Township emergency vehicles via westbound M-153 and M-14, with use of an existing authorized vehicle turnaround in the median to return to the eastbound exit ramp to M-153. <u>The Township Fire Chief should be asked to verify whether the proposed access is adequate for emergency response.</u>	Can Conform
Removal agreement	Because this site is located within the M-14 right-of-way and is intended in part as a MDOT traffic camera tower, future removal of the tower would be under MDOT jurisdiction.	Not applicable
Tax-related Information	Section 14.02B.7.d. requires that, “ <i>The applicant shall supply to the Township Assessor all tax-related information as requested for appraisal purposes.</i> ” <u>Confirmation is needed from the Twp. Assessor that this condition has been satisfied.</u>	Can Conform

Ordinance Standard	Notes	Conforms?
<p>Additional factors to consider in granting a conditional use permit</p>	<p>Conditional use permits for new wireless communication towers are not subject to the general standards for approval found in Article 11.0 (Conditional Uses). Instead, all criteria for approval of these towers can be found in Section 14.02 of the Zoning Ordinance. In addition to the standards noted above, Section 14.02B.9. lists the following criteria for Planning Commission consideration:</p> <ul style="list-style-type: none"> • <i>Proximity of the tower to residential structures and residential district boundaries.</i> • <i>Nature of uses on adjacent and nearby properties.</i> <p>We would have no objection to a Planning Commission determination that the proposed tower site would have negligible impact on rural and residential land uses in the area.</p>	<p>Yes, with Planning Commission approval</p>

4. Conclusion

Based upon our review of the conditional use permit application materials and combined preliminary/final site plan dated 4/24/2018, we would offer the following findings and conclusions for the Commission’s consideration:

- 4.01** Some required items of information have not yet been provided by the applicant, but the application is sufficiently complete for a public hearing and Planning Commission review.
- 4.02** Any Planning Commission action should be in the form of a motion to approve, deny or approve with conditions, per Section 11.05 (Planning Commission Action). As part of your review and deliberation, the Commission should identify findings of fact regarding consistency with applicable Ordinance standards.
- 4.03** Any conditions imposed on an approval shall be limited to those determined necessary to minimize any adverse impact of the facility on nearby properties, address necessary modifications, ensure that public services and facilities can accommodate the proposed use, 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 conditional use permit and 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 a revised final site plan submittal for this project.

Respectfully submitted,

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

May 16, 2018

CHARTER TOWNSHIP OF SUPERIOR

3040 N. Prospect Road
Ypsilanti, MI 48198

Attention: **Lynette Findley, Township Clerk**

Regarding: **SBA Cell Tower**
Combined Preliminary and Final Site Plan Review
OHM Job No. 0140-18-1042

Dear Ms. Findley,

On the Township's behalf, we have reviewed the Combined Preliminary and Final Site Plan material prepared and submitted by Edge Consulting Engineers, Inc. and dated April 24, 2018 for the above referenced project. The site plan materials are for a proposed wireless communications tower and fenced compound within the Michigan Department of Transportation (MDOT) Right-of-way at the M-14/Ford Rd interchange east-bound off ramp. Based on the information presented for combined preliminary and final site plan, we offer the following comments for your consideration:

Site Plan Comments

1. The bar scales used on the civil sheets are not scaling accurately to the drawings. It is assumed there is a print to scale issue with the hard copy sheets. This should be resolved on the future submittal.
2. For the proposed driveway culvert on Sheet C-6, the 1% minimum slope indicated in the note callout does not correspond to the slope calculated from the invert elevations shown on the drawing.
3. In Detail B on Sheet C-4, the "Proposed Access Drive" callout should refer to the appropriate detail on Sheet C-5.
4. In Detail A on Sheet C-5, callouts related to crushed aggregates should be updated to be consistent with typical MDOT aggregate types for the design application.
5. In Detail A on Sheet C-5, the "Crushed Aggregate Finished Surface" callout should be revised to reflect MDOT Standards. It currently notes WISDOT (for Wisconsin DOT).
6. In Detail B on Sheet C-7, all labels for "WDOT Light Rip Rap" should be revised to reflect MDOT reference.
7. On Sheet C-6, there is a typo on the existing spot elevation at the southwest corner of the proposed turnaround lane. This should be reviewed and revised by the Applicant as necessary.
8. On Sheet C-6, the proposed 831 foot contour should tie into the existing 831 foot contour at the southern edge of the proposed lease area, and the grading limit modified accordingly.

Recommendation

Based on our review comments outlined above, we recommend that the combined preliminary and final site plan be placed on the May Planning Commission agenda for further review and action. The comments noted



above should be addressed during a future engineering plan submittal and continued review by our office, to ensure all comments are addressed prior to construction.

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". The signature is written in a cursive style.

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 Nanne, Township Planning Consultant (via e-mail)
Jonathan R. Crane, PC (via e-mail)
Kenneth Baumgardt, PE, Edge Consulting Engineers (via e-mail)
Rhett Gronewelt, 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 DIXBORO VILLAGE GREEN, INC.

NAME OF PROPOSED DEVELOPMENT DIXBORO VILLAGE GREEN PAVILION

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

4/20/2018
Date of Receipt of Application

N/A per Township Board
Amount of Fee

GENERAL INFORMATION

- Name of Proposed Development DIXBORO VILLAGE GREEN PAVILION
- Address of Property DIXBORO VILLAGE GREEN
- Current Zoning District Classification of Property R-4

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 45-4472883

- Site Location - Property is located on (circle one) N S E W side of PLYMOUTH Road between SHORT and DIXBORO Roads.

- Legal Description of Property (please attach a separate sheet) SEE SITE PLAN A-00
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 264' SQUARE . 1.600 ACRES

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

PROPOSED LAND USE

- Residential Office Commercial Other

If other, please specify PUBLIC

- Number of units _____
- Total floor area of each unit _____
- Give a complete description of the proposed development.

NEW 17' x 22' PLATFORM ATTACHED TO NORTH SIDE SCHOOLHOUSE

ESTIMATED COSTS

- Buildings and other structures TBD
- Site improvements _____
- Landscaping _____
- Total _____

ESTIMATED DATES OF CONSTRUCTION

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

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

A.O.O SITE PLAN A2.1 ELEVATIONS
A1.1 FLOOR PLAN _____

APPLICANT INFORMATION

- APPLICANTS NAME TOM FREEMAN, PRES.
Company DIXBORO VILLAGE GREEN, INC.
Address 5221 CHURCH RD., ANN ARBOR, MI. 48106
Telephone Number 734.216.6999 Email _____

- PROPERTY OWNER'S NAME DIXBORO METHODIST CHURCH
Company _____
Address 5221 CHURCH RD., ANN ARBOR, MI. 48106
Telephone Number _____ Email _____

- DEVELOPER'S NAME N.A.
Company _____
Address _____
Telephone Number _____ Email _____

- ENGINEER'S NAME N.A.
Company _____
Address _____
Telephone Number _____ Email _____

- ARCHITECT/PLANNER'S NAME RICHARD MITCHELL
Company MITCHELL AND MOUNT ARCHITECTS, INC.
Address 113 S. FOURTH AVE., ANN ARBOR, MI. 48104
Telephone Number 734.662.6070 Email RMITCHELL@MITCHELLANDMOUNT.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: Tom A. Freeman

APPLICANT'S SIGNATURE J. A. F. DATE 4-20-18

PROPERTY OWNER'S PRINTED NAME KENNETH F. SCHEFFER

PROPERTY OWNER'S SIGNATURE Kenneth F. Schaffer DATE 4-20-18



Dixboro United Methodist Church

5221 Church Road
Ann Arbor, Michigan 48105



"People Helping People"

Lead Pastor: Rev. Tonya M. Arnesen
Email: dumc@dixborochurch.org

734-665-5632
www.dixborochurch.org

April 18, 2018

Richard J. Mayernik
Building / Zoning Official
Superior Charter Township
3040 N. Prospect Rd.
Ypsilanti, MI 48198

This letter serves as authorization for Dixboro Village Green, Inc., a private non-profit 501 (c) (3) corporation, to submit a site plan application for construction of a pavilion on the Village Green. This authorization is extended under my authority as Chair of the Dixboro United Methodist Church Board of Trustees and on behalf of the Dixboro United Methodist Church Administrative Council.

Sincerely,

Kenneth Scheffer, Chair
Board of Trustees
Dixboro United Methodist Church

Cc: Reverend Tonya Arneson, Lead Pastor
Tom Little, Chair, Administrative Council

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

**A RESOLUTION WAIVING SOME REQUIREMENTS FOR THE MINOR SITE PLAN
PROCESS FOR THE DIXBORO VILLAGE GREEN LLC, VILLAGE GREEN
PAVILION PROJECT**

Resolution Number 2017-42

NOVEMBER 20, 2017

WHEREAS, the Superior Charter Township has authority to omit certain requirements of a minor site plan if the information is deemed not applicable or not particularly useful in determining the suitability of the project for the site; and,

WHEREAS, the application for a minor site plan by the Dixboro Village Green LLC, for the pavilion project, a community based project in a public service zoning district; and,

WHEREAS, the township board strongly supports this project because it will build community based assets and recreational opportunities within the township, and relieve the township of certain governmental burdens and confer upon the township recreational and other notable benefits; and,

WHEREAS, The Dixboro Village Green LLC requests the following requirements to be omitted due to non-applicability or non-usefulness in determining the suitability of the project for the site:

1. Calculations for parking (parking will be provide at the Dixboro Church)
2. Delineation of transition strips.
3. Location, type, area, heights and lighting specifications of proposed signs. (N/A)
4. Location, area dimensions of vehicle access points and distances between adjacent or opposing driveways and road intersections. (N/A)
5. Location, area and dimensions of any outdoor sales, displays or storage areas. (N/A)
6. Parking space dimensions, pavement markings and traffic control signage. (N/A)
7. General layout of proposed landscaping and screening improvements; including plantings, topographical changes and similar features. (N/A)
8. Proposed fences, wall and other screening devices, including typical cross section, materials and height above grade. (N/A)

9. Screening methods for any waste receptacle areas, ground mounted generators, transformers mechanical (HVAC) units and similar devices. (N/A)

WHEREAS, the pavilion project is a community based project, strongly supported by the township board and the residents of Superior Township, and in recognition that the Dixboro Village Green LLC, a nonprofit corporation, was organized and developed specifically to benefit the Township of Superior, its residents and Dixboro area, the Dixboro Village Green LLC requests that the required application, review fees and the required escrow deposits be waived.

NOW THEREFORE BE IT RESOLVED, that the Superior Township Board of Trustees strongly recommend that the Superior Township Planning Commission determine that requirements 1-9 for minor site plan as set forth herein be waived as non-applicable or of no substantial consequence in determining the suitability of the site plan for the proposed public use.

NOW THEREFORE BE IT FURTHER RESOLVED, that the Superior Township Board of Trustees shall waive all required fees and escrows pertaining specifically to this project including review fees.

CERTIFICATION STATEMENT

I, Lynette Findley, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Superior Charter Township Board held on November 20, 2017 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

Lynette Findley, Township Clerk

Date Certified



MINOR SITE PLAN REPORT

Superior Charter Township Planning Commission

Dixboro Village Green Pavilion

Parcel No. J-10-18-260-001

Report Date: May 16, 2018

1. Description

1.01 Action requested. The applicant is requesting minor site plan approval for construction of a new covered pavilion addition to the rear of the historic schoolhouse, in accordance with Article 10.0 (Site Plan Review) of the Superior Charter Township Zoning Ordinance No. 174.

1.02 Owner. Dixboro Methodist Church, 5221 Church St., Ann Arbor, MI 48106.

1.03 Applicant. Dixboro Village Green, Inc. (Tom Freeman, President), 5221 Church St., Ann Arbor, MI 48106.

1.04 Area and location. 1.6 acres in the PSP (Public/Semi-Public Services) District west of Short St. between Church St. and Plymouth Road in the northwest quarter of section 18.

2. Proposed Uses

A detailed list of intended uses for the pavilion is included on the cover sheet. These include community events, small concerts, public speaking, ceremonies, and the farmers market. These activities are consistent with the allowable land uses in the PSP District.

3. Site Plan Information

The minor site plan dated 4/20/2018 is consistent with the applicable requirements of Section 17.07 (Required Site Plan Information).

4. Nonconforming Site Standards

The Village Green site and historic schoolhouse were developed prior to the current Zoning Ordinance standards. Section 16.09 (Nonconforming Sites) is intended to encourage improvements to existing buildings and sites where full compliance with all current Ordinance requirements may not be practical or would place an unreasonable burden on the property owner. This Section requires certain public safety improvements, plus additional improvements addressing at least three (3) of the ten (10) categories listed in Section 16.09.3, as accepted by the Planning Commission. During our review of the minor site plan, we noted the following proposed improvements:

4.01 Safety improvements. The applicant has proposed to improve barrier-free access to the schoolhouse as part of the pavilion project, which would address the principal public safety deficiency on the site.

4.02 Other improvements. We concur with the applicant's note on the cover sheet that the improvements shown on the minor site plan satisfy the following three (3) additional improvement categories as required per Section 16.09:

- (a) *Preservation of...historical site features.* The project will preserve the historic character of the schoolhouse and Village Green, while helping to make both more functional and accessible to Township residents and visitors.
- (b) *Pedestrian access improvements.* The project includes the barrier-free building access and a four-foot wide "future concrete (side)walk" to the Short St. parking area.
- (d) *Building design or exterior façade improvements.* The project includes removal of a less-functional side door to the schoolhouse, with restoration of the brick façade, as well as an improved rear access to the building.

4.03 Timeline for completion of improvements. Section 16.09.5. allows the Planning Commission to approve "a reasonable timeline for completion of site improvements" per the approved minor site plan. We understand that the applicant intends to develop the pavilion during 2018 or 2019, but there is no corresponding timeline for the associated sidewalk installation. We would recommend the following timeline for consideration:

- (1) Completion of the pavilion construction and all schoolhouse building improvements by the end of the 2019 construction season.
- (2) Completion of the new four-foot wide concrete sidewalk to Short St. by the end of the 2020 construction season.

5. Planning Commission Action

The minor site plan dated 4/20/2018 is complete and ready for review and action. We have no objection from a planning perspective to Planning Commission approval of the minor site plan as presented, contingent upon establishment of a specific timeline for completion of all proposed building and site improvements consistent with Section 16.09.5 of the Zoning Ordinance.

Respectfully submitted,

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

This report is made to the Planning Commission, and is the property of Superior Charter Township. The report addresses the completeness of the application and issues of concern. While reports may be provided to applicants and may be helpful to them, the report is not generated for the applicant and does not necessarily address all items that may be raised by the Commission or required by the Zoning Ordinance. The report is not binding upon the Township, and final authority to determine all matters, including completeness of application, remains with the Planning Commission. In all cases, it is the responsibility of the applicant to carefully review the Zoning Ordinance and Master Plan, and to ensure that all requirements have been met.

May 16, 2018

CHARTER TOWNSHIP OF SUPERIOR

3040 N. Prospect Road
Ypsilanti, MI 48198

Attention: **Lynette Findley, Township Clerk**

Regarding: **Dixboro Village Green Pavilion
Minor Site Plan Review
OHM Job No. 0140-18-0020**

Dear Ms. Findley,

On the Township's behalf, we have reviewed the Minor Site Plan material prepared and submitted by Dixboro Village Green, Inc. and dated April 20, 2018 for the above referenced project. The site plan materials are for a proposed 17 ft. by 22 ft. pavilion addition to an existing building on the Dixboro United Methodist Church property. The proposed pavilion addition will be a one story platform attached to the north side of the existing schoolhouse building. Based on the information presented for minor site plan, we offer the following comments for your consideration in regard to the site engineering aspects:

1. The address of the site should be provided on the plan set.
2. A north arrow should be shown on the site plan.
3. For construction plan reproduction, the site plan sheet should be plotted on appropriate sized paper so they can be scaled. The scale on the site plan should be an engineer's scale.
4. The dimensions of the Public Rights-of-way for the adjacent streets should be shown on the plans.
5. Turning spaces of less than 2.0% should be provided at the top and/or bottom of any ramp that is intended to provide access for persons with disabilities. Additionally, the ramp width should be dimensioned on the site plan, and constructed to comply with ADA Standards.
6. Proposed sidewalk should be ADA compliant. Notes should be placed on the site plan stating a maximum allowable cross-slope of 2.0% and maximum running slope of 5.0% is required, and that construction of sidewalk shall follow ADA standards.
7. Proposed spot grades should be shown on the future engineering site plan, to ensure drainage is away from the building. In addition the finished ground grade at the proposed pavilion should be shown on all sides of the structure.
8. Review of the architectural/foundation drawings is assumed to be completed by the Township Building Department.

In our opinion, the above comments that require plan revisions can be addressed by the Applicant during a resubmittal of the plan set for engineering plan approval. Therefore the Minor Site Plan materials should be submitted to the Planning Commission in May for 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". The signature is written in a cursive style and is positioned above a horizontal line.

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 Nanney, Township Planning Consultant (via e-mail)
Tom Freeman, Dixboro Village Green, Inc. (via e-mail)
Richard Mitchell, Mitchell and Mouat Architects, Inc. (via e-mail)
Rhett Gronewelt, PE, OHM Advisors (via e-mail)
file

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