

**SUPERIOR CHARTER TOWNSHIP
PLANNING COMMISSION – VIRTUAL MEETING
JUNE 24, 2020
APPROVED MINUTES
Page 1 of 8**

1. CALL TO ORDER

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

2. ROLL CALL

The following members were present: Brennan, Findley, Gardner, Guenther, McGill, Sanii-Yahyai, Steele. Also present were George Tsakoff, Township Engineer; Ben Carlisle, Carlisle Wortman; and Rick Mayernik, Building/Zoning Administrator.

3. DETERMINATION OF QUORUM

A quorum was present.

4. ADOPTION OF AGENDA

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

5. APPROVAL OF MINUTES

A. Minutes of the January 22, 2020 Meeting

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

6. CITIZEN PARTICIPATION

None.

7. CORRESPONDENCE

A. 2020 Meeting Dates for Dixboro Design Review Board

A motion was made by Commissioner Brennan and supported by Commissioner Sanii-Yahyai to adopt the meeting dates. The motion carried.

**SUPERIOR CHARTER TOWNSHIP
PLANNING COMMISSION – VIRTUAL MEETING
JUNE 24, 2020
APPROVED MINUTES
Page 2 of 8**

8. PUBLIC HEARINGS, DELIBERATIONS AND ACTIONS

None.

9. REPORTS

A. Ordinance Officer

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

B. Building Inspector

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

C. Zoning Administrator

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

10. OLD BUSINESS

None.

11. NEW BUSINESS

A. STPC 19-08 Fairway Glens Phase II – Preliminary Site Plan

Matthew Bush, Atwell, introduced himself and the project. He explained that the old project was approved in 2001 and the applicant is looking to get the project approved again with minor modifications due to new developments. He added that phase three of the development is owned by the Township and is not proposed to be developed.

Mr. Carlisle presented the Planner's Report dated February 25, 2020.

Mr. Tsakoff presented the Engineer's Report dated March 12, 2020.

Commissioner Gardner stated that overall, he is in favor of the proposal. However, he noted concerns with the number of conditions upon

**SUPERIOR CHARTER TOWNSHIP
PLANNING COMMISSION – VIRTUAL MEETING
JUNE 24, 2020
APPROVED MINUTES
Page 3 of 8**

approval, some of which seem major – including the issue that the applicant doesn't control all of the land in the proposed plan.

Mr. Carlisle responded that assurances from outside agencies are required for final site plan. While he does agree that there are some outside questions, many of the outside issues are not required until final site plan. He added that if issues come up between preliminary and final site plan, the applicant may have to come back for a revised preliminary site plan approval.

Commissioner Gardner understood that many of the issues were not required until final site plan. He still does not feel there is enough data to know if the Commissioners are moving in the right direction in respect to the zoning ordinance.

Chairman Guenther asked Commissioner Findley if the Board of Trustees had considered the land swap yet. He added that it could be made a condition of preliminary site plan approval.

Commissioner Findley stated that it has been discussed. She added that from what information she has, it is likely favorable.

Chairman Guenther stated that the standard in the zoning ordinance is that the applicant needs to own the land or have permission to submit a site plan petition. He added that since this is the first meeting of the Planning Commission since January and he does not want to hold up the applicant unnecessarily.

Mr. Mayernik informed Commissioners that the entire development is subject to a consent judgment that was entered into many years ago that ties many of the requirements back to the 1978 zoning ordinance.

Mr. Carlisle stated that a pre-application meeting was held with the applicant and staff and the Supervisor and Clerk were made aware of the land swap, but these are unusual circumstances. He added that Carlisle Wortman suggested that the applicant come to the Planning Commission before the Board of Trustees. The Board of Trustees did not want to approve the swap until they knew that the Planning Commission was satisfied with the site plan.

**SUPERIOR CHARTER TOWNSHIP
PLANNING COMMISSION – VIRTUAL MEETING
JUNE 24, 2020
APPROVED MINUTES
Page 4 of 8**

Chairman Guenther stated that he does find it troubling that the plan covers land that the applicant does not control. He suggested putting a statement in the motion about the Planning Commission not making any representation that the Board of Trustees will approve the land swap and the applicant proceeds at their own risk.

Mr. Carlisle explained that if the applicant had submitted the preliminary site plan without the land included in the land swap, they would not meet the minimum land requirements. Even if the Planning Commission could approve the land without the land swap, there would not be a plan that is approvable.

Commissioner Findley stated that the Planning Commission wouldn't be here with a report recommending approval from OHM and Carlisle Wortman if the plan wasn't moving in the right direction. She also does not believe there will be a hold up with the Board of Trustees regarding the land swap, but she understands Commissioner Gardner's concerns.

Chairman Guenther added that he would be willing to support the item with the understanding that the Board of Trustees does not have to support the land swap.

Commissioner McGill inquired about the approval on the original site plan from 2001.

Mr. Mayernik replied that the original development was phased. The consent judgment covers the entire development, but the original approval was only for phase one.

**SUPERIOR CHARTER TOWNSHIP
PLANNING COMMISSION – VIRTUAL MEETING
JUNE 24, 2020
APPROVED MINUTES
Page 5 of 8**

Motion by Commissioner Brennan and supported by Commissioner Findley to approve STPC 19-08 Fairway Glens Phase II Preliminary Site Plan with the following conditions:

1. The Township Board must agree to the proposed land swap prior to applicant submitting final site plan. The Planning Commission makes no representation to the Township Board's approval or non-approval of the proposed land swap. The applicant proceeds at their own risk.
2. If the Township Board agrees to the land swap, the following items to be submitted with final site plan submittal:
 - a. A detailed grading plan.
 - b. A tree inventory and mitigation plan.
 - c. Outside agency approvals including EGLE (wetlands), WCRC, and WCWRC.
 - d. Provide landscaping at the entrance and along Wiard Boulevard per the requirements in the development agreement and Section 3.203.F.
 - e. Provide detention basin landscaping per the requirements in the development agreement and Section 14.10.G.
 - f. A lighting plan that demonstrates compliance with Section 12.10.H. and Section 14.11 of the Zoning Ordinance.
 - g. Submit building floor plans and elevations to confirm compliance with Section 14.09.B. of the Zoning Ordinance.
 - h. Developer shall petition the Township for the creation and establishment of a special assessment district for lighting.
 - i. All items listed in the Township Engineer's Memo dated March 12, 2020.

Roll Call:

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

Motion Carried.

**SUPERIOR CHARTER TOWNSHIP
PLANNING COMMISSION – VIRTUAL MEETING
JUNE 24, 2020
APPROVED MINUTES
Page 6 of 8**

B. STPC 20-01 Ypsilanti District Library – Preliminary Site Plan

Dan Whisler, Applicant, of Daniels and Zermack Architects, LLC introduced the project. He stated that the library will be about 7,900ft² and a lot split of approximately 4.25 acres from the existing 12-acre parcel will be proposed. Additionally, the Township is working with OHM for improvements on Harris Road including widening Harris Road to create an extension of the left turn lane.

Mr. Whisler showed a general layout of the library. He noted that the building is being planned so that expansion is possible in the future. He explained that a shared entrance to the site will be installed, if the budget allows, to support the library and any possible future developments. A drive-up book return is also a high priority, but due to budget constraints, installation remains to be seen.

Mr. Whisler also displayed elevations as well as roofing and façade materials.

Mr. Carlisle reviewed the Planner's Report dated March 2, 2020.

Mr. Tsakoff reviewed the Engineer's Report dated March 26, 2020.

Mr. Carlisle asked the applicant if the drive-up book return will be included in the final site plan.

Mr. Whisler replied that they will not know by final site plan if the drive-up book return will be installed.

Brian Barrick stated that if the drive-up book return is not constructed, the area will be landscaped.

Mr. Carlisle suggested that the applicant submit the final site plan with the drive-up book return shown and if it is not constructed, staff can approve the landscaping administratively.

Mr. Whisler explained that the library is ready to move ahead with the lot split. The library has received a \$50,000 grant that would help fund the project, however, the funding needs to be spent by the end of the year. Permits to begin site construction are not granted until after final site

**SUPERIOR CHARTER TOWNSHIP
PLANNING COMMISSION – VIRTUAL MEETING
JUNE 24, 2020
APPROVED MINUTES
Page 7 of 8**

plan approval has been received, but the library would like to receive permission to clear scrub brush and stockpile dirt.

Chairman Guenther stated that the decision to begin site construction prior to final site plan approval is not within the Planning Commission's purview and deferred to Mr. Mayernik.

Mr. Mayernik replied that the issues that the Planning Commission need to look at are clear cut. Being that the Township is the owner of the property, there may be some discretion. Working with Township officials and OHM may allow some limited site work, but it is not for the Planning Commission to decide.

Motion by Commissioner Brennan, supported by Commissioner Findley to approve STPC 20-01, Ypsilanti District Library Preliminary Site Plan, with the condition that the following items to be submitted as part of the final site plan:

1. Provide survey and legal description of split.
2. An easement and shared maintenance agreement will be required on behalf of the applicant and Township.
3. A tree inventory and mitigation plan.
4. A detailed landscape plan including species type and size and tree mitigation requirements.
5. A lighting plan that demonstrates compliance with Section 12.10.H. and Section 14.11 of the Zoning Ordinance.
6. All items listed in the Township Engineer's Memo dated March 26, 2020.

Roll Call:

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

Motion Carried.

**SUPERIOR CHARTER TOWNSHIP
PLANNING COMMISSION – VIRTUAL MEETING
JUNE 24, 2020
APPROVED MINUTES
Page 8 of 8**

12. POLICY DISCUSSION

None.

13. ADJOURNMENT

Motion by Commissioner Brennan, supported by Commissioner Sanii-Yahyai to adjourn.

Motion Carried.

The meeting was adjourned at 9:15p.

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