

# **SUPERIOR CHARTER TOWNSHIP**

## **Planning Commission**

### **Regular Meeting Minutes - DRAFT**

May 28, 2025, 7:00 PM

Township Hall - 3040 North Prospect

Superior Township, MI 48198

#### **1. CALL TO ORDER**

Secretary Brennan called the regular meeting to order at 7:00 p.m.

#### **2. ROLL CALL**

**Present:** Thomas Brennan, Secretary  
Brenda McKinney, Board Representative  
Nahid Sanii-Yahyai  
Curt Wolf

**Absent:** Jay Gardner, Chair  
Dr. Robert Steele, Vice Chair  
Patrick McGill

**Also Present:** Planning Consultant – Michelle Marin, Carlisle Wortman. Engineer Consultant – Claire Martin, OHM.

#### **3. DETERMINATION OF QUORUM**

A quorum was present.

#### **4. ADOPTION OF AGENDA**

MOTION by McKinney, supported by Sanii-Yahyai, to adopt the May 28, 2025, agenda as presented.

Motion passed unanimously by voice vote.

#### **5. APPROVAL OF MEETING MINUTES**

##### **A. Approval of the April 23, 2025 - Regular Meeting Minutes**

MOTION by Wolf, supported by Sanii-Yahyai, to adopt the April 23, 2025, meeting minutes.

Motion passed unanimously by voice vote.

#### **6. CITIZEN PARTICIPATION**

Jack Smiley spoke about concerns for Prospect Pointe West Phase 3. He expressed concerns about the lack of open space or natural areas and the lack of serving a critical housing need. Final site plan has 4 houses in far southeast portion that he suggests removing to consolidate open space near the retention pond and enable a walking trail to connect Highland Preserve with LeFurge Woods nature preserve.

**7. CORRESPONDANCE**

Ms. Marin shared a citizen comment that was emailed expressing a desire for backyard chickens to be permitted in the R-4 zoning district.

MOTION by McKinney to receive the correspondence, supported by Wolf.

Motion passed unanimously by voice vote.

**8. PUBLIC HEARINGS, DELIBERATIONS AND ACTIONS**

None

**9. REPORTS**

Ms. Marin shared the monthly Planning and Zoning for April 2025 that was shared at the last Board of Trustees meeting.

**10. OLD BUSINESS**

None.

**11. NEW BUSINESS**

A. STPC #25-01 Final Site Plan Approval – Prospect Pointe West Phase 3 (R-4)

Ms. Marin provided a summary of the project, including preliminary site plan approval conditions and their status. Ms. Martin described that this project underwent detailed engineering review previously and all permits have been secured except for erosion and sedimentation control plan. Sanni-Yahyai asked for information about the soil erosion and sedimentation control plan that is still pending. Ms. Martin clarified that the SESC permits are applied phase at a time and that the permit is straightforward. She sees nothing preventing a permit from being issued, and that these permits are typically issued right before construction begins.

Commissioner Brennan asked for procedural information regarding the concern expressed by Jack Smiley to request the removal or relocation of lots 95 through 98. Ms. Marin explained that this was not a condition of preliminary site plan approval and the Planning Commission is not enabled to request a public trail constructed by the developer. The Planning Commissioners agreed.

MOTION by Wolf to approve the site plan for Prospect Pointe West Phase 3 with the condition that the applicant receive all required permits and approvals from other agencies, supported by McKinney.

Passed unanimously by roll call vote.

The Planning Commission wants to revisit the proposed trail in Phase 4.

B. STPC #23-05 Final Site Plan Approval – Brookwood Estates (PC)

Ms. Marin provided a summary of the project, including preliminary site plan approval conditions and their status. She mentioned that any approval should be conditioned upon addressing the outstanding items related to the façade materials and lighting plan details. Ms. Martin summarized that this final site plan and engineering plans were reviewed in tandem, and as such the outstanding engineering items could be reviewed after site plan approval. There will be a private pump station on the site. The applicant provided letters indicating that all approvals and permits from outside agencies are in the works, and Ms. Martin is confident that there will be no issues with these other permits being approved.

McKinney asked about the façade requirements. Ms. Marin described the 50% standard. The Planning Commission discussed preference against vinyl siding.

Brennan asked Ms. Martin about sanitary sewer pump station for this private development. Ms. Martin described how and when EGLE permits single owners to operate a private pump station. Brennan has reservations about permitting this. Ms. Martin described EGLE requirement to have a maintenance agreement between the Township and the private landowner and the mechanism to provide sanitary sewer to the development. Discussion among the Planning Commission of YCUA and Superior Township Utility Department mechanics for providing water and sewer service.

Applicant presented the changes from the preliminary site plan, including the 16-unit reduction to preserve steep slopes which also protect woodlands. He shared his experience with private pump stations.

MOTION by Wolf to approve the site plan for Brookwood Estates with the following conditions:

1. The applicant address all outstanding items identified in the planners' report dated May 22, 2025 and the engineer's report dated May 21, 2025.

Supported by McKinney.

Passed unanimously by roll call vote.

## **12. POLICY DISCUSSION**

### **A. Zoning Ordinance Re-write**

Ms. Marin summarized the substantive changes proposed to Articles 15 and 17 of the zoning ordinance, regulating Nonconformities and Amendments.

Discussion of conditional rezoning processes. Ms. Marin described how the existing ordinance prohibits conditional rezonings, which is not permitted per the State Enabling Act.

In general, Commissioners support the proposed substantive changes.

Ms. Marin discussed the zoning ordinance rewrite process in general. The next step is public input, including the state mandated public hearing and additional public engagement opportunities. Ms. Marin will be staffing a table at Superior Day on June 14<sup>th</sup>.

**13. ADJOURNMENT** – *next regularly scheduled meeting on June 25, 2025*

MOTION by McKinney, supported by Sanii-Yahyai to adjourn the meeting.

Motion passed unanimously by voice vote.

The meeting was adjourned at 7:40 p.m.

Meeting Minutes Respectfully submitted,

Thomas Brennan III, Planning Commission Secretary  
Michelle Marin, Recording Secretary  
3040 N. Prospect, Ypsilanti, MI 48198, 734-482-6099