

OSHTEMO CHARTER TOWNSHIP  
PLANNING COMMISSION

MINUTES OF A MEETING HELD JULY 28, 2011

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**Agenda**

**PINE ACRES PHASE II – SPECIAL EXCEPTION USE AND SITE PLAN APPROVAL  
EXTENSION – EAST SIDE OF SOUTH 4<sup>TH</sup> STREET – (PARCEL NO. 3905-21-380-  
020)**

**McDONALD’S USA, LLC – SPECIAL EXCEPTION USE AND SITE PLAN REVIEW –  
5394 WEST MAIN STREET – (PARCEL NO. 3905-13-255-050)**

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A meeting of the Oshtemo Charter Township Planning Commission was held on Thursday, July 28, 2011, commencing at approximately 7:00 p.m. at the Oshtemo Charter Township Hall.

MEMBERS PRESENT: Bob Anderson, Chairperson  
Kitty Gelling, Vice Chairperson  
Carl Benson  
Dave Bushouse  
Richard Skalski

MEMBERS ABSENT: Fred Gould  
Millard Loy

Also present were Jodi Stefforia, Planning Director; Attorney Porter and approximately three other interested persons.

**Call to Order and Pledge of Allegiance**

Ms. Gelling, Vice Chairperson, called the meeting to order at about 7:00 p.m., which was followed by the “Pledge of Allegiance.”

**Agenda**

The Vice Chairperson called for approval of the agenda. A motion to approve the Agenda, as submitted, was made by Mr. Skalski. Mr. Benson seconded the motion. The Vice Chairperson called for a vote on the motion, and the motion passed unanimously.

**Public Comment on Non-Agenda Items**

The Vice Chairperson asked if there was any public comment, and hearing none, moved on to the next agenda item.

## Minutes

The Vice Chairperson said next on the agenda was consideration of the July 14, 2011 minutes. The Vice Chairperson said she would like to see her comment in the second to last paragraph on page 3 changed to read:

“Ms. Gelling asked if the Township Board would be willing to pay McKenna Associates, Incorporated to have this done right now.”

She said that she thought it would be appropriate for McKenna to assist and wanted that referenced in the minutes.

Mr. Skalski then made a motion to approve the minutes, as amended. Vice Chairperson Gelling seconded the motion. The Vice Chairperson called for a vote on the motion, and the motion passed unanimously.

Mr. Anderson having arrived took over the chairmanship of the meeting.

### **PINE ACRES PHASE II – SPECIAL EXCEPTION USE AND SITE PLAN APPROVAL EXTENSION – EAST SIDE OF SOUTH 4<sup>TH</sup> STREET – (PARCEL NO. 3905-21-380-020)**

The Chairman noted that the next item was consideration of Mott Builders for an extension of the special exception use and site plan approval granted on June 25, 2010, for Phase II of Pine Acres on the east side of South 4<sup>th</sup> Street, Parcel No. 3905-21-380-020). The Chairman asked to hear from Ms. Stefforia.

Ms. Stefforia submitted her report dated July 28, 2011, and the same is incorporated herein by reference. Ms. Stefforia explained that the applicant was seeking a one-year extension of the special exception use and site plan approval. She said she thought it was justified under the Township Zoning Ordinance for the reasons set forth in her report.

The Chairman asked to hear from the applicant.

Mr. Mott introduced himself to the Planning Commission members. He said that sales have been extremely weak. He said, due to the economy, he felt that an extension was warranted. The Chairman asked if he thought they might start with new homes sometime next year. Mr. Mott said he certainly hoped that they would, but he wanted to see what they currently had developed sold. Mr. Skalski asked how many lots they had left in the existing development. Mr. Mott said five.

The Chairman asked if anything had changed since a year ago, and Ms. Stefforia indicated that nothing had changed.

Ms. Gelling said she thought that the developer's problems were a sign of the times and thought they should receive the extension. She told the developer that she hoped that things picked up in the near future.

Mr. Bushouse said he thought the development should continue under the same standards under which it was previously approved and that it was only fair, given the current economy.

The Chairman called for public comment, and hearing none, called for a motion. Ms. Gelling made a motion to approve the one-year extension of the special exception use and site plan approval previously granted on June 25, 2010, for Phase II of Pine Acres. Mr. Skalski seconded the motion. The Chairman called for a vote on the motion, and the motion carried unanimously.

**McDONALD'S USA, LLC – SPECIAL EXCEPTION USE AND SITE PLAN REVIEW – 5394 WEST MAIN STREET – (PARCEL NO. 3905-13-255-050)**

The Chairman said the next item for consideration was consideration of the application of McDonald's USA, LLC, for changes to the existing drive-thru service arrangement at 5394 West Main Street, Parcel No. 3905-13-255-050. The Chairman called for a report from the Planning Department.

Ms. Stefforia submitted her report to the Planning Commission dated July 28, 2011, and the same is incorporated herein by reference. Ms. Stefforia then proceeded to take the Commission through a review of the site plan provisions of Section 82.800 of the Township Zoning Ordinance. In addition, she took the Commission through the provisions of Section 60.100 dealing with special exception uses, as more fully set forth in her report.

The Chairman asked if there were questions of Ms. Stefforia.

Ms. Gelling asked if there are caution signs for the pedestrians entering and exiting on the north side of the building. Ms. Stefforia said she did not know and suggested that Ms. Gelling ask the applicant.

Mr. Skalski asked about the access drive and whether another sign could be added thereto to alleviate traffic conflict. Ms. Stefforia said it was possible, but she was not sure whether it was necessary given the new traffic configuration.

Hearing no further questions, the Chairman called for input from the applicant. Mr. Iggy Pipitone introduced himself on behalf of McDonald's, USA, LLC. He said he was the area construction manager. He stated the reason for the double lane drive-up was to move the ordering window back to a minimum of 100 feet from the pick-up window in order to maximize response time for those employees filling the orders. He said by moving the ordering window back, they could move up their per-hour rate from 90 cars per hours to 150 cars per hour. He said, by moving the ordering window back,

98% of all orders could be ready by the time the people reached the drive-up window dispensing the food. He also noted that they had worked with the Township to increase the drive lane on the east end of the property to meet Township Fire Department requirements.

At the conclusion of Mr. Pipitone's presentation, the Chairman asked if there questions.

Ms. Gelling asked Mr. Pipitone whether there were any warning signs for pedestrians entering or exiting on the north side of the building near the drive-up windows. Mr. Pipitone indicated that there was a six-foot railing, and that he could add warning stripes on the pavement if the Planning Commission members felt it was necessary.

Mr. Skalski asked if this was the first double drive-up lane in Kalamazoo, and Mr. Pipitone indicated that he thought it was.

The Chairman asked if there was any public comment, and hearing none, he called for Commission deliberations.

Mr. Benson said that he hoped the new arrangement would solve the access problems for the northbound access drive to the site.

Ms. Gelling said she would like to see the striping added on the north side of the building to warn pedestrians and drivers of the potential pedestrian/vehicle conflicts. It was the consensus of the Commissioners to request the striping.

Ms. Stefforia asked the Commissioners if they would like to see a sidewalk extension from the sidewalk along M-43 to the facility itself. There was a consensus of the Planning Commission members to install a connection between the sidewalk along M-43 and the building. The Planning Commission requested the sidewalk be located in the area of the landscaped aisle.

Ms. Stefforia asked about lighting, and Mr. Pipitone indicated that there would be some new can lights installed, but it would only be on the facade. Ms. Stefforia asked if they would be sharp cut-off lighting, and Mr. Pipitone indicated that they would.

The Chairman said he would entertain a motion. Ms. Gelling made a motion to approve the site plan for the drive-thru with the following conditions:

- (1) A sidewalk connecting from West Main Street to the building is required with placement shown on a revised plan subject to the Township review and approval.
- (2) A Yield sign at the south end of the new drive aisle should be provided.

- (3) Site plan approval shall be subject to the applicant satisfying Fire Department requirements pursuant to the adopted codes.
- (4) Site plan approval shall be subject to the Township Engineer finding site engineering and stormwater management adequate.
- (5) The Hazardous Substance Reporting form and the Environmental Permits Checklist should be updated to 2011 data and submitted.
- (6) Striping shall be placed in front of the second drive-up window to alert pedestrians and drivers to potential conflicts.

The Chairman asked if there was a second to the motion. Mr. Skalski seconded the motion. The Chairman called for discussion, and hearing none called for a vote on the motion. The motion passed unanimously.

The Chairman said the next item was approval of the special exception use under Section 60.100 of the Township Zoning Ordinance. Ms. Gelling made a motion to approve the special exception use for the drive-thru service at 5394 West Main Street. The motion was seconded by Mr. Skalski. The Chairman called for a vote on the motion, and the motion passed unanimously.

### **Other Business**

Ms. Stefforia reminded the Planning Commissioners that they would be meeting at 6 p.m. on August 11, 2011.

### **Planning Commissioner Comments**

None.

### **Adjournment**

There being no further discussion, the meeting was adjourned at approximately 7:50 p.m.

Minutes Prepared:  
August 4, 2011

Minutes Approved:  
\_\_\_\_\_, 2011