

**OSHTEMO CHARTER TOWNSHIP
PLANNING COMMISSION**

MINUTES OF A MEETING HELD JUNE 26, 2014

Agenda

PUBLIC HEARING: SPECIAL EXCEPTION USE AMENDMENT AND SITE PLAN REVIEW OF THE APPLICATION OF MAPLE HILL LEASEHOLDS, LLC TO AMEND PREVIOUSLY APPROVED PLAN FOR ADDITIONS AND RENOVATIONS TO AN EXISTING CAR DEALERSHIP. THE SUBJECT PROPERTY IS LOCATED AT 5622 WEST MAIN STREET (PARCEL # 3905-13-180-035).

A meeting of the Oshtemo Charter Township Planning Commission was held on Thursday, June 26, 2014, commencing at approximately 7:00 p.m. at the Oshtemo Charter Township Hall.

MEMBERS PRESENT: Terry Schley, Chairperson
Fred Antosz
Wiley Boulding Sr.
Millard Loy
Richard Skalski

MEMBERS ABSENT: Dusty Farmer
Pam Jackson

Also present were Greg Milliken, Planning Director; James Porter, Attorney; and Martha Coash, Meeting Transcriptionist. There were approximately three other persons in attendance.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order by Chairperson Schley at approximately 7:00 p.m. and the "Pledge of Allegiance" was recited.

AGENDA

The Chairperson asked for a motion to approve the agenda.

Mr. Loy made a motion to accept the agenda as presented. Mr. Skalski seconded the motion. The motion passed unanimously.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Chairperson Schley asked if anyone in attendance wished to comment on non-agenda items.

There were no public comments on non-agenda items. Chairperson Schley moved to the next item on the agenda.

APPROVAL OF THE MINUTES OF JUNE 12, 2014

The Chairperson asked if there were any additions, deletions or corrections to either the minutes of the Work Session of June 12, 2014 or the Regular Meeting of June 12, 2014. Hearing none, he asked for motion to approve both sets of minutes.

Mr. Skalski made a motion to approve both the minutes of the June 12, 2014 Work Session and the June 12, 2014 Regular Meeting. Mr. Loy seconded the motion. The motion was approved unanimously.

Chairperson Schley moved to the next item on the agenda.

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Chairperson Schley indicated the next item on the agenda was the public hearing for review of the special exception use amendment and site plan review for Maple Hill Auto Mall. He asked Mr. Milliken to present staff input.

Mr. Milliken said Maple Hill Auto Mall is located at 5622 West Main Street at the northwest corner of West Main Street and Maple Hill Drive in the C Local Business District. The car dealership is a special exception use in the C district, consisting of two large buildings and large lots for outdoor display. The dealership has franchises for five different manufacturers.

He said the property owner sought approval for expansion to the existing dealership as part of a renovation program at their facility to upgrade their site to comply with requirements of the various franchises in October 2013. Variances were approved for setbacks and the site plan was approved. The owner continued to review the plans

and consider alternatives resulting in the amendment submitted for approval to the previously approved plans for the southernmost building. He noted the plans and designs for the northern building have not been altered.

Mr. Milliken said the southern building (building #1) is home to the Hyundai, Volvo, and Subaru dealerships and that similar to the previous plan, a large addition is being made to the northwest corner of the building. However, the scale and interior layout of the addition is being changed: the size of addition has been reduced from 5,860 to 3,525 square feet and it no longer extends to the western extent of the existing building. The addition conforms to the building setback requirement, although a variance was previously granted. The new car wash facility – previously proposed to be added to the north end of the building – will be installed where the existing service entry is located. There is no longer an addition proposed on the north side of the building, and circulation will remain as it exists along the north side.

He said the other area being changed is in the southeast corner of the building. Previously, the plans called for a small addition to the showroom with additional covered outdoor display space. A total of 954 square feet was proposed to be added. The revised plan calls for a 3,584 square foot building addition in the southeast corner to be used for showroom and office space. The addition complies with setback requirements and occupies area previously used for outdoor display and parking.

Mr. Milliken noted that the circulation lane is shown as 20 feet wide, which is compliant with Fire Code as a fire lane. But the Township Zoning Ordinance requires two-way circulation drives be 24 feet wide. He did not previously notice that change. He discussed this with the applicant, and they did not see a problem increasing the drive to 24 feet wide. He recommended that be a condition of any decision made by the Planning Commission.

Chairperson Schley asked if there were questions from Commissioners. There were none, so Chairperson Schley asked the applicant to speak.

Mr. Steve Bosch, of Bosch Architecture, 8175 Creekside Drive, Portage, said he represented the applicant regarding the request to amend what the Board previously approved and noted the revision to the plan was less obtrusive than the original approved request.

In response to questions from Commissioners, Mr. Bosch and Mr. Jim Vandenberg, Maple Hill Auto Group, indicated all lighting would now be in compliance with the Township Ordinance or previously granted variances, the carwash would be open only to dealership clients, not the general public, and that an attendant would be present to monitor and operate the car wash. It was also confirmed the dealership will continue to contribute to an escrow account for provision of a sidewalk on the east boundary of the dealership for installation at the appropriate time.

Chairperson Schley confirmed with Mr. Milliken that a different standard regarding required stacking spaces for a car wash with public access from one with strictly internal access seemed appropriate in order to be sure to avoid the back up of cars waiting in line into West Main Street. Mr. Milliken concurred as it was not previously clear that anyone other than employees would be driving vehicles through the wash thereby resulting in potential stacking of vehicles.

There was some discussion with Mr. VanderBerg and Mr. Bosch regarding how they expected the car wash to function. They noted the longest line for the current car wash is four cars, and they do not anticipate any lines in the future based on the increased efficiency of the machine, but said the proposed design configuration could accommodate stacking of two cars inside and four in line outside. They added that vehicles stack there currently in mornings waiting for the service bay to open and 6-8 vehicles park in this area without impact to West Main Street or the access point.

The Chairperson said he was concerned about setting a precedent for other car washes and Mr. Porter said a condition requiring no stacking of cars into West Main Street could be added to a motion for approval.

Mr. Milliken confirmed that although not designated on the plan, it appears there is room for two vehicles inside the car wash and a minimum of two to three before they would get to the sidewalk. He indicated that based on anticipated volumes and machine specifications, that seems reasonable and recommended the suggested condition be added.

In response to a question from Mr. Loy, Mr. VandenBerg noted the lighting in the back of the dealership has already been reduced from 436 to 238 watts at the six poles that were not previously in compliance with Township standards to eliminate the need for a variance.

Chairperson Schley indicated a motion to approve the amendment should include a requirement that all lights are consistent with variances or ordinances, that two way traffic aisles meet the minimum standard of 24 feet, and that there will be no stacking of cars onto West Main Street.

Mr. Loy made a motion to approve the request with the following conditions:

1. The applicant will provide funds determined necessary by the Township Engineer to be placed in an escrow account to be available to install the required sidewalk along the Maple Hill Drive frontage at a future date.
2. A sign permit is required for any signage that may be erected on the site.
3. Site plan approval is subject to approval of the Fire Department, pursuant to adopted codes.
4. Site plan approval is subject to review and approval of the Township Engineer, as appropriate.

5. All lights on site shall be consistent with previous variance approvals or Township Zoning Ordinance requirements.
6. Circulation drives on site shall be a minimum 24 feet in width.
7. No vehicles shall be permitted to stack into West Main Street

Mr. Antosz seconded the motion. The motion passed unanimously.

OLD BUSINESS

Chairperson Schley asked if there was old business to come before the Commission. There was none and the Chair moved to the next item on the agenda.

ANY OTHER BUSINESS

Chairperson Schley confirmed with Commissioners that the next meeting, scheduled for July 10 will be preceded by another work session at 5:00 p.m. and asked if anyone had other business to discuss.

Mr. Milliken noted the regular meeting of July 10 includes a site change request regarding a second drive through from the McDonald's restaurant at the corner of West Main and 9th Streets and said he would provide some relevant materials to Commissioners prior to the work session on July 10.

In response to a request from Mr. Antosz, Mr. Milliken said he would also provide edited text to show changes to documents so far, resulting from prior work session discussions.

PLANNING COMMISSIONER COMMENTS

Commissioners had no comments to share.

ADJOURNMENT

Having exhausted the agenda, and with there being no further business to discuss, Chairperson Schley asked for a motion to adjourn.

Mr. Skalski made a motion to adjourn. Mr. Loy seconded the motion. The motion carried unanimously.

Chairperson Schley adjourned the Planning Commission meeting at approximately 7:31 p.m.

Minutes prepared:
June 28, 2014

Minutes approved:
July 10, 2014