

**MINUTES OF THE REGULAR MEETING OF THE CITY OF ROMULUS PLANNING  
COMMISSION HELD ON MONDAY, NOVEMBER 16, 2015**

1. The meeting was called to order by Chairperson Freitag at 7:00 p.m.
2. Roll Call Showing: Jerry Frederick, Daniel McAnally, David Paul, Michael Prybyla, Celeste Roscoe, Edna Talon-Jemison, and Cathy Freitag

Excused: Mike Glotfelty and Melvin Zilka

Also in attendance: Carol Maise, City Planner and Christina Wilson, Secretary

3. Motion by McAnally supported by Roscoe to approve the agenda as presented. Roll Call Vote: Ayes – McAnally, Roscoe, Paul, Frederick, Talon-Jemison, Prybyla and Freitag. Nays – none. Motion Carried.

Agenda

1. Pledge of Allegiance
2. Roll Call
3. Approval of Agenda
4. Approval of the minutes of the regular meeting of the Planning Commission held on Monday, October 19, 2015.
5. Comments from Public on Non Agenda Items
6. Public Hearings
  - A. PC-2015-031/032; **Jimmy John's**, requesting special land use and site plan approval for a 1,162 sq. ft. fast-food restaurant with a drive-thru at 35351 Goddard Road. Parcel #80-82-01-0015-004. Zoning – CBD-1, Central Business District – Transition District.
7. Old Business
  - A. PC-2015-027; **Logos Logistics**, requesting site plan approval to construct a 105,000 sq. ft. warehouse, cross-docking and distribution facility; 11,820 sq. ft. maintenance building; diesel fuel pumps; 12 loading docks; and 75 trailer and 54 tractor parking spaces at 16500 Wahrman Road. Parcel #82-80-128-99-0011-000. Zoning – M-2, General Industrial District.
8. New Business
  - A. 2016 Planning Commission Meeting Dates
9. PC-Cases Involving Advice or Input from the Planning Commission
10. Reports
  - A. Chairperson
  - B. City Planner - Planning Department Status Report

11. Reports on Interest Designation
12. Communications
13. Adjournment
4. Motion by Roscoe supported by Frederick to approve the amended minutes of the regular meeting of the Planning Commission held on Monday, October 19, 2015. Roll Call Vote: Ayes – Roscoe, Frederick, Paul, Talon-Jemison, McAnally, Prybyla and Freitag. Nays – None. Motion carried.
5. Comments from Public on Non Agenda Items – None.
6. Public Hearings
  - A. PC-2015-031/032; **Jimmy John's**, requesting special land use and site plan approval for a 1,162 sq. ft. fast-food restaurant with a drive-thru at 35351 Goddard Road. Parcel #80-82-01-0015-004. Zoning – CBD-1, Central Business District – Transition District.

Mr. Ghassan Abdelnour of GAV Associates, 24001 Orchard Lake Rd., Farmington, MI stepped forward as petitioner on behalf of Nabil Zourob.

- Mr. Abdelnour stated that they are working on the existing gas station site at Goddard and Wayne Roads and they are making it smaller from 2,000 sq. ft. to 1,162 sq. ft. to put Jimmy John's there. They will use the 2 existing driveways and try to make maneuvering out of the lot easier. There are 11 parking spaces, noting that they meet the requirement for parking.
- Mr. Abdelnour also explained that they spoke with the Jimmy John franchise and notified them that they only have 4 cars for drive-thru and they accepted that. Jimmy John's is a sandwich shop and they usually don't have heavy drive-thru traffic since most customers carry out or come into the building. He noted that they will be changing the whole look of the existing building. The new walls will be brick and limestone. The front will have stone on the columns, a flat roof ceiling, and a lot of windows and glass.
- Mr. Abdelnour explained that he worked with the city planner and engineer to make sure the circulation and landscape work with the proposed plan. They are requesting variances for parking in the front and rear yard setbacks. Also, some variances for landscaping. After meeting with the city planner and engineer they are proposing to reduce the parking space width from 9 ½ feet to 10 feet; that will give more maneuvering on the side with gaining 3-4 feet on the Goddard Road side to allow landscape and grass area with a small fence on the two sides. The fencing will have concrete and brick posts with iron fencing.
- Mr. Abdelnour commented that he believes the site is a tough site being only a quarter of a acre in size but he tried to make the building small and accessible, with as much maneuvering for the public to come in and go out of the site as possible.
- Ms. Freitag asked Mr. Abdelnour if they plan on using the existing building.
- Mr. Abdelnour replied that the plan is to keep the location of the building where it is currently with cutting 10 feet from one side and 12 feet from the other, making the building much smaller.
- Ms. Freitag asked Mr. Abdelnour if the driveways will remain where they are.
- Mr. Abdelnour replied that yes, they plan to use the same driveways.
- Ms. Freitag commented that the site is a great place for a Jimmy John's. She noted on how strict Jimmy John's is with their requirements.

- Mr. Abdelnour replied that yes they are and this site was a very difficult site. He pointed out the quality of materials being used: brick, limestone, canopies, and glass; all of the requirements of Jimmy John's.
- Ms. Freitag mentioned that her niece is a franchisee of Jimmy John's and that she had inquired about how many cars are stacked in her Jimmy John's driveway at any given time. Ms. Freitag said her niece told her that there usually isn't more than 4 since they do more deliveries.
- Mr. Abdelnour concurred that most of Jimmy John's business is deliveries.
- Ms. Freitag asked Mr. Abdelnour if he received copies of the report from the Planning Commission.
- Mr. Abdelnour replied yes.

Let the record show that an affidavit of first class mail has been shown and is on file.

Ms. Freitag asked any person wishing to speak on this matter to come forward, and seeing no one, Ms. Freitag closed the public comment portion of the meeting and opened the meeting to discussion by the commissioners.

- Mr. Paul pointed out to Mr. Abdelnour that the plans imply that the building will be demolished but that he understands only 2 walls will be demolished.
- Mrs. Abdelnour replied that the building has a lot of issues but that the footings and location of the new building will remain the same.
- Mr. Paul asked if the foundation to be reused and if the proposed building will be the same size as the existing.
- Mr. Abdelnour responded that it will be the same foundation but the new building will be smaller by around 900 sq. ft.
- Mr. McAnally asked if the access to Jimmy John's will be one way or will there be access coming and going out of both driveways.
- Mr. Abdelnour replied that it will be accessible both ways but customers using the drive-thru will be coming from Wayne Road.
- Mr. McAnally asked if customers coming in through Goddard Road will be able to go through the parking lot to get to the drive-thru.
- Mr. Abdelnour replied that they would not but should come through Wayne Road.
- Mr. McAnally asked how customers entering from Goddard Road will be able to park if they choose to go inside.
- Mr. Abdelnour stated that customers will have the ability to park and enter the building if they wish but cannot enter the drive-thru from Goddard Road. Jimmy John's will be providing signage to notify drivers to enter on the Wayne Road side.
- Mr. Frederick pointed out that the site plans show 11 parking spaces and 2 for the employees with 1 being handicapped. He questioned where the delivery vehicle would park, seeing that most of the business is delivery.
- Mr. Abdelnour replied that one car will be delivering.
- Mr. Frederick questioned Mr. Abdelnour what would happen if when the delivery car came back and all the parking spaces were full and would there be a dedicated parking spot for the delivery vehicle?
- Mr. Abdelnour replied that when he met with the Planning Department all of the parking requirements were met. Drivers would just have to come back when there was somewhere to park.
- Mr. Prybyla commented that he wondered what the impact would be with 4 car stacking but after hearing his reply to the chair previously, it was already solved.

- Mr. Abdelnour stated that it was solved even with Jimmy John's, they didn't have any issues with it.
- Mr. Prybyla asked if there would be any signage as to where to be directed to the drive-thru because if coming in through on Goddard Road, there might be some congestion.
- Mr. Abdelnour replied that there would be signage stating that the entrance to the drive-thru is on Wayne Road.
- Mr. Prybyla asked where the delivery car would be parked.
- Mr. Abdelnour replied that the delivery vehicle would mostly be delivering so essentially, there is going to be mostly only one employee car at Jimmy John's.
- Mr. Prybyla questioned only one delivery car.
- Mr. Abdelnour replied that yes, that with it being such a small restaurant, Jimmy John's only requires 1 delivery car.

Ms. Freitag asked if anyone had any further questions or comments.

- Ms. Freitag asked Mr. Abdelnour if he had copies of the items that need to be corrected and if he had any issues with them.
- Mr. Abdelnour replied that he did not have issues and they went through all of them and that they have already made their corrections even for the setback. The only issue is the photometrics; being close to road, it's hard to meet the lighting requirement.
- Ms. Maise commented that is the reason why he is asking for a variance.
- Ms. Freitag asked Ms. Maise if the landscape for the front needs to be revised.
- Mr. Abdelnour replied that it was for shrubs in the grass area which was forgotten on the site plans, but will be revised.
- Ms. Maise commented that there were just a few modifications that need to be addressed on the site plans and they will go the Board of Zoning Appeals for the variances. The plans will be cleaned up one more time before going to the Board of Zoning Appeals and City Council.
- Mr. McAnally asked if there would be a vinyl fence between the proposed site and the neighbors behind.
- Mr. Abdelnour replied that yes, there will be a 6 ft. vinyl fence and that is why they made the parking a little smaller, to accommodate the fencing.
- Mr. Freitag asked Mr. Nabil Zourob, property owner, if he owned the Mobile gas station at Wayne and Goddard Roads.
- Mr. Zourob nodded yes.
- Ms. Freitag acknowledged Mr. Zourob and commented that she was glad to see him keeping his business in the area.

Ms. Freitag asked the board if they had any further questions or comments.

Ms. Freitag closed the commenting portion of the meeting and requested a motion for recommendation to City Council on the special land use.

Motion by Prybyla, supported by McAnally to recommend to City Council a special land use for a fast food restaurant with a drive-thru window, **PC-2015-031; Jimmy John's**, located at 35351 Goddard Road, based on the findings that the proposed drive-thru restaurant is consistent with the Master Plan; for the most part compliant with the standards and zoning ordinance; and compatible with adjacent land uses. The drive-thru fast food restaurant will not negatively impact the environment, traffic or public

services. The approval is conditioned upon site plan approved by the Planning Commission and the following waivers to:

1. *Section 6.05(d)(1)* to allow parking and circulation drives in the front yard on both Goddard and Wayne Roads.
2. *Section 6.05(c)(2)* to allow the parking in the rear yard to encroach into the 10-foot buffer adjacent to residential property.
3. *Section 11.06(a)(3)* to reduce the number of required stacking spaces from 10 to 4 spaces.
4. In accordance with *Section 20.09(c)(2)*, a waiver to the standards of *Section 14.06* to maintain the existing driveways.

Roll Call Vote: Ayes – Prybyla, McAnally, Paul, Roscoe, Talon-Jemison, Frederick, Paul, and Freitag.  
Nays – None. Motion Carried.

Ms. Freitag recommended a motion for site plan approval from the Planning Commission.

Motion by McAnally supported by Roscoe to approve site plan **PC-2015-032; Jimmy John's**, at 35351 Goddard Road subject to the following conditions:

1. Special land use approval by the City Council.
2. A variance to the front yard building setback.
3. A variance to allow a 9.5-ft. wide parking space.
4. A variance to the lighting standards of the ordinance.
5. Submission of 10 sets of a complete revised site plan to be reviewed administratively addressing the following:
  - a. The specifics of all requested waivers and variances must be noted.
  - b. All setback and parking dimensions must be noted.
  - c. The Landwise and GAV plan must be consistent with regard to information.
  - d. Stacking space dimensions must be provided to verify compliance.
  - e. The parking spaces in front of the building should be reduced to 18 feet to allow for a 7-foot wide sidewalk.
  - f. The landscape plan must be revised.

Roll call vote – Ayes – McAnally, Roscoe, Prybyla, Talon-Jemison, Frederick, Paul and Freitag.  
Nays – None. Motion Carried.

## 7. Old Business

- A. PC-2015-027; **Logos Logistics**; requesting site plan approval to construct a 105,000 sq. ft. warehouse, cross docking and distribution facility; 11,820 sq. ft. maintenance building; diesel fuel pumps; 12 loading docks; and 75 trailer and 54 tractor parking spaces at 16500 Wahrman Road. Parcel #82-80-128-99-0011-000. Zoning – M-2, General Industrial District.

Motion by Prybyla supported by McAnally to remove PC-2015-027; Logos Logistics from the table.

Roll Call Vote: Ayes – Prybyla, McAnally, Roscoe, Paul, Frederick, Talon-Jemison and Freitag.  
Nays – None. Motion Carried.

John Romano of D&G Building Company, at 30735 Cypress Rd., Romulus, MI stepped forward as petitioner on behalf of Logos Logistics.

- Mr. Romano explained that they had met with the city planner to discuss changes made to the plans. They revised and resubmitted plans, received comments back from the city planner and would like to run through the changes with the commissioners.
- Ms. Freitag asked Mr. Romano what specific changes they made from the recommendations of the commissioners.
- Mr. Romano replied that in the last meeting there were half a dozen items that had issues. One issue was the circulation at the front of the building. They shifted everything on the building south, which took care of the situation with the circulation. Another was with clarification of hours of operation for the business and traffic, which was misstated in the last meeting; revisions, noted on the site plan will address those issues.
- Mr. Romano commented that the requested waiver on the gravel was previously proposed stone, has been revised to asphalt millings.
- Mr. Romano stated that a 5 year time table will be set for the project. If nothing happens with the addition of Phase 2, the millings will be paved.
- Mr. Romano also stated that a performance bond will be in place and they have no issues with that.
- Mr. Romano noted that the curbs would also fall in line with the conditions of the changes. On the previous set of site plans there were no curbs but, after working with the city planner and engineer, they proposed asphalt curbs to be noted on the revised site plan. If the addition of Phase 2 does not happen within 5 years, they will remove the asphalt curbs and replace them with concrete curbs.
- Mr. Romano stated that he wished to have discussion with the commissioners on the screening with the trailers. In the previous tabled PC meeting, Mr. Frederick suggested extending the berm to screen the trailers; which they have included on the revised plans along with addition of some shrubs along the front, instead of along I-275.
- Mr. Romano explained that they removed some landscape from the I-275 area for visibility of the building to expose the design. So, plantings that were on the I-275 side were moved to the Wahrman Road side to add to screening.
- Mr. Romano also explained that they raised the berm from 3 ft. to 5 ft. and that they feel they have address any concerns by the commissioners, city planner and engineer.
- Mr. Romano mentioned the last item was the south side of the proposed building. They increased the masonry, made it more in compliance with the 50% requirement, and added shrubbery that was originally intended for the I-275 side.
- Ms. Freitag asked Mr. Romano if the shrubbery was the tulip trees.
- Mr. Romano replied that yes, they were 6 mature tulip trees.
- Ms. Freitag asked Mr. Romano if the tulip trees will be mature when they plant them.
- Mr. Romano replied yes, they will be bigger than the required 2-2 ½ inch.
- Ms. Freitag asked Ms. Maise what the required caliper size was.
- Ms. Maise responded that the proposed tulip trees were 2 ½ on the site plan, which is the minimum required size. But, if the tulip trees are bigger, that could be an easy fix.
- Mr. Romano commented that they proposed tulip trees but, it seems that everyone wants evergreens. If so, they can plant evergreens. Also on Wahrman Road, they proposed shrubs but, they can plant pine trees.
- Ms. Freitag suggested to Mr. Romano that would be a good idea to plant pine trees instead of shrubs because with evergreens there is year-round screening.
- Mr. Romano agreed that the pine trees would work better for screening, as well as the south side of the building. They have no issues with replacing those as well.

- Mr. Romano stated that they are trying to avoid a lot of plantings because of the expectations of the addition of Phase 2. They are hopeful that the time is short before the expansion and that there will not be a need for the additional plantings.
- Ms. Freitag commented that the plantings can be moved for the expansion of the proposed building.
- Mr. Romano stated that it is harder to move mature plantings, sometimes they are lost, if they are posting a surety bond, they may lose money used from that to replace the mature plantings.
- Ms. Freitag asked Mr. Romano if there were additional items he wished to discuss.
- Mr. Romano replied that it was mainly the revised landscape suggestions that he wished to discuss but, after speaking with the city planner, the revisions are acceptable. However, a double row of pine trees on the berm, they feel are too much.
- Mr. Romano pointed out that once the project is complete they will have a site inspection with Ms. Maise, the city planner for approval.

Ms. Freitag closed the public comment portion of the meeting and opened the meeting to discussion by the commissioners.

- Mr. McAnally commented that he liked the idea of having more pines for screening. He also understands a site visit and approval by the city planner will commence once the project is complete and that the city planner knows what the commissioners expectations for screening are and it is not the commissioner's goal to make the petitioners spend more money. However, they would like to make sure the project is done right.
- Mr. Romano replied that he understood loud and clear what the commissioners are looking for and after the project is complete and inspected, if additional screening is needed they have no issues with that.
- Mr. Paul commented that he still doesn't like the idea of driving down Wahrman Road and seeing trucks, he would rather see an office. If the second building is built, it appears it will be in the same fashion; the building facing I-275 with trucks in the back and he just doesn't care for that.
- Mr. Romano stated that he understood Mr. Paul's comment.
- Ms. Talon-Jemison asked Mr. Romano if there was possibility to add additional screening to the permanent concrete driveway and curbs area if the project is not complete within the projected 5 year time frame.
- Mr. Romano replied yes, they have no issue with addition of more screening if the project is not complete within the 5 years.
- Mr. Paul commented that the stipulations for additional screening was to be implemented on the south side if the project was not complete within the 5 year time frame.
- Ms. Freitag asked Mr. Romano if the addition was going to be connected to the proposed project or separate.
- Mr. Romano replied that it would be connected. The south wall will come down and the addition would be connected to make the total building size around 210,000 sq. ft.
- Mr. Paul stated that one of his concerns was the maintenance building. Mr. Paul asked Mr. Romano if they had moved the maintenance building and how far was it moved.
- Mr. Romano replied that the maintenance building was moved around an additional 15 feet.

Ms. Freitag asked the board if they had any further questions or comments.

- Ms. Freitag commented that the Planning Commission is asking for payment in lieu of sidewalks.
- Ms. Freitag stated that a performance bond for the road was also a stipulation of approval.

- Ms. Maise noted that the performance bond would be for the asphalt millings and the curbs; if the project is not complete within the 5 year plan, the performance bond will cover those items.
- Ms. Freitag asked Mr. Romano if they were removing more trees on the I-275 side than originally planned.
- Mr. Romano replied no, they were not removing anything, they were adding more.
- Ms. Maise commented that the concern was from the previous review on the I-275 side seeing some clearing noted, the plans are clearer now, showing more detail. They were justifying some of the waiver for the landscaping; that there was going to be existing vegetation but, looking at the engineering plans with the water going in there, it looked as though it was coming out. They are supplementing back with some service berry and other plantings. It is a little less than what was required but, as Mr. Romano explained, they are shifting it around to other locations on the site.
- Ms. Freitag asked Mr. Romano if the materials he brought with him to the last meeting were the same materials they plan on using for the building.
- Mr. Romano replied yes and presented them to the commissioners once again.
- Mr. Prybyla commented that they were the same materials seen at the previous meeting.
- Ms. Freitag asked Mr. Romano if the three materials presented will be on the front of the building.
- Mr. Romano replied yes.
- Ms. Freitag asked Mr. Romano if the sides of the building were going to be metal panel.
- Mr. Romano replied that it will be metal panel with incorporating block.
- Mr. replied that the base will be masonry all the way around the building with the siding starting at a height of 10 to 12 feet. The corners will be wrapped with full height masonry to help bring the look as you travel down I-275.
- Ms. Maise commented that the materials on the corner were noted in the planning consultants review. LSL had recommended that the masonry be extended an additional 60 feet further with the supplementation of the size of the tulip trees to help break up the look on the sides of the building. However, D&G has offered evergreens and some other plantings instead.
- Ms. Freitag commented that she would like to see them use something to break up the side of the building or use more landscaping.
- Mr. McAnally asked Mr. Romano what was more cost efficient, adding more landscaping on that side or extending it 60 feet.
- Mr. Romano explained that it would depend upon how much screening is being placed. If they are suggesting additional evergreens, that would be the least expensive way to go.
- Ms. Freitag suggested that there may be a possibility of taking them out of the ground as well.
- Mr. Romano agreed with Ms. Freitag.
- Mr. McAnally commented that if masonry was used, that would be more permanent.
- Mr. Romano stated that the only issue with the 20 foot jog on the building is that they cannot come across the entire length and width with the masonry. It would have to jog back because of the way the property is with the drain. That was why they chose to add a 20 foot jog. He also stated that he wasn't sure about a 60 foot jog but, they were certain they could accommodate a 20 foot jog.
- Ms. Freitag asked Mr. Romano if the 20 foot wrap would stay in place.
- Mr. Romano replied that it would remain.
- Mr. Romano suggested that it was a compromise and that if the commissioners wanted an additional 10 feet, he might be able to accommodate that request but, he wasn't sure of how much additional room was available.
- Ms. Freitag pointed out to Mr. Romano that this building was going to be the first built in the Southern Gateway and the commissioners want it to be a showplace; a standard for what the City

of Romulus is looking for. Therefore, that is why the commissioners are paying such close attention to detail.

- Mr. Romano replied that he understood.
- Ms. Freitag asked Mr. Romano how many evergreens he would propose on the side of the building. Would the tulip trees remain with the addition of evergreens?
- Mr. Romano replied yes, unless the commissioners wanted just evergreens. D&G is open to the recommendation of the Planning Commission and also willing to work with the city planner on whatever is decided.
- Ms. Maise stated that the tulip trees and evergreens will break up the side more than just the evergreens alone.
- Ms. Freitag suggested that the tulip trees will be pretty in the spring and summer and help break up the sides better in those seasons but, the evergreens will provide more screening in the winter months.
- Mr. McAnally wanted some clarification on the sides of the building with tulip trees versus evergreens.
- Ms. Freitag responded that there will be evergreens planted on the berm on Wahrman Road and the south side of the building facing I-275.
- Ms. Freitag asked Mr. Romano if there were any issues with those stipulations on landscaping.
- Mr. Romano replied that there was no issues, they are open and willing to work with the city planner with regards to the landscaping. They only ask that they not have to provide a double row of evergreens on the berm on Wahrman Road that was suggested by Ms. Maise, the City Planner. They are looking for a compromise.
- Mr. McAnally pointed out to Mr. Romano that the decision will come with the site visit.
- Ms. Maise stated that they could start with less and see where the need for additional evergreens is needed.

Ms. Freitag asked the commissioners if they were satisfied with the discussion on the stipulations.

- Mr. Paul commented that the building needs to be turned around with the front facing Wahrman Road.
- Ms. Freitag stated that she understood why Logos Logistics wants their building facing I-275. It is a nice building and they wouldn't want traffic driving by to see a bunch of trucks. Unfortunately, there are three roads for the business to cover: Wahrman, Pennsylvania, and I-275.

Ms. Freitag closed the comment portion of the meeting and requested a motion be made by the board.

Motion by McAnally supported by Prybyla to approve site plan PC-2015-027; Logos Logistics, located at 16500 Wahrman Road subject to:

1. A variance from the BZA to the natural features setback (25 feet required, 11 feet proposed).
2. Payment in lieu of construction of sidewalks in the amount of \$5,000 (or as determined by the City Engineer) to be paid to the Planning Department prior to issuance of any building permits.
3. A recorded quit claim to be submitted for the conveyance of 30 feet of right-of-way along Wahrman Road prior to issuance of any occupancy permits.
4. Submission of a Pollution Incidence Protection Plan (PIPP) if determined necessary by the Fire Chief.
5. A second waste receptacle for the maintenance building should be considered.

6. In accordance with *Section 8.04(b)(1)*, the City engineer has determined that the detention pond in the front setback is acceptable.
7. In accordance with *Section 14.02(b)(1)* and (2) to allow a temporary emergency access drive constructed of asphalt millings and asphalt curbs and parking blocks in lieu of concrete curbs along the south side of the trailer storage area. This shall be conditioned upon the future expansion being completed within a 5-year time period and performance guarantees being posted as determined by the City. If building permits have not been issued then compliance with pavement and curb standards is required.
8. In accordance with *Section 11.17(b)(3)* a waiver to the screening requirements along the south side of the trailer storage area conditioned upon additional evergreens being added to the Wahrman Road greenbelt and south side of the truck storage area (if needed). A performance guarantee for the required landscaping is also required.
9. In accordance with *Section 13.02(u)* a waiver to reduce the amount of required plant material in the I-275, Pennsylvania, and Wahrman Road greenbelts. Note that this waiver is conditioned upon additional evergreen shrubs adjacent to the parking along I-275 being added. A site inspection to determine if additional landscaping is needed will be determined upon completion of construction.
10. A waiver to *Section 13.01(f)*, to allow split face and masonry in lieu of brick, face brick, stone or C-brick.
11. The split face material must be wrapped further along the south side of the building an additional 60 feet and large evergreen trees to supplement the tulip trees.
12. A site inspection will be done upon completion of construction and prior to occupancy to determine if additional landscaping is needed in the I-275, Wahrman Road and Pennsylvania Road greenbelts to screen the truck/trailer storage area.
13. The submission of 12 complete sets of a revised site plan for administrative review addressing the outstanding items identified in the comments above and in the reports of other departments and agencies.

Roll Call Vote: Ayes – McAnally, Prybyla, Talon-Jemison, Frederick, Roscoe & Freitag. Nays – Paul.  
Motion Carried.

#### 8. New Business

- A. 2016 Planning Commission Meeting Dates – Motion by Prybyla supported by McAnally to approve the 2016 Meeting Dates to include corrected date from April 15<sup>th</sup> to April 18, 2016.

Roll Call Vote: Ayes – Prybyla, McAnally, Roscoe, Talon-Jemison, Paul, Frederic and Freitag.  
Nays – None. Motion Carried.

#### 9. PC-Cases Involving Advice from the Planning Commission

- A. Ms. Maise asked the commissioners about the timing of the delivery of the Planning Commission packets. She wanted to make sure the commissioners had them so there was enough time to review them. The normal delivery date has been Wednesday's with an occasional delivery of a Tuesday. After discussion, the Planning Commission decided that Wednesday delivery would be acceptable.

#### 10. Reports

##### A. Chairperson

- Ms. Freitag wished everyone a Happy Thanksgiving.

- Ms. Freitag wished absent Commissioner Melvin Zilka a speedy recovery.
- Ms. Freitag wished Planning Secretary Linda McNeil well and hoped to see her smiling face return soon.

B. City Planner – Planning Department Status Report

- Ms. Maise presented a copy of her report with all the development activity.

11. Reports on Interest Designation

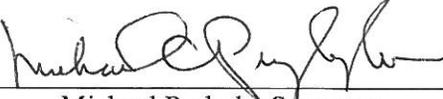
- Ms. Roscoe wished everyone a Happy Thanksgiving.
- Ms. Roscoe announced that Good Fellow applications are being accepted until November 30, 2015.
- Ms. Roscoe announced the upcoming City events for the months of December and January
- Mr. Paul announced a meeting was held with the APA on the upcoming vote for a road millage and an upcoming meeting with the Gateway community on November 21<sup>st</sup>, 2015.
- Ms. Roscoe announced a study session will take place on November 23<sup>rd</sup>, 2015 at City Hall, open to the public for discussion on the road deterioration.

12. Communications

13. Adjournment

Motion by Prybyla supported by Roscoe to adjourn the meeting at 8:03 p.m. Roll Call Vote: Ayes –Prybyla, Roscoe, McAnally, Talon-Jemison, Frederick, Paul, and Freitag. Nays – None. Motion Carried.

cw

  
\_\_\_\_\_  
Michael Prybyla, Secretary  
City of Romulus Planning Commission