

**MINUTES OF THE REGULAR MEETING OF THE CITY OF ROMULUS PLANNING  
COMMISSION HELD ON MONDAY, JULY 18, 2016**

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, Melvin Zilka, Edna Talon-Jemison, Mike Glotfelty, Mike Prybyla and Cathy Freitag

Excused: Celeste Roscoe

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

Petitioners: Basel Berro, 14320 Lithgow, Dearborn, MI 48126; Petitioner  
Hani Berro, 5001 Rosalie, Dearborn, MI 48126  
John Saad, Consultant, 31786 Clarita, Livonia, MI 48152  
John Fleckenstein, BP Gas, 945 Wellesley Court, Bloomfield Twp., MI 48304  
Fred Simmons; Property Owner, 6351 Hyde Park, Romulus, MI 48174

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

Agenda

1. Pledge of Allegiance
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes
  - A. Approval of the minutes of the regular meeting of the Planning Commission held on Monday, June 20, 2016 and the special Planning Commission meeting held on Wednesday, June 29, 2016
5. Comments from Public on Non Agenda Items
6. Public Hearings
7. Old Business
  - A. SLU-2016-002/SPR-2016-005; **Paradise Gas Station** requesting special land use and site plan approval for a gas station and 2,851-sq. ft. convenience store with drive-thru fast food and carry-out restaurants on 0.614 acres at 10885 Middlebelt Road. Parcel #80-020-02-0379-001. Zoning – C-3, Highway Business District. (Request was postponed on May 16<sup>th</sup> and June 20<sup>th</sup>. Action required: postpone action on special land use and site plan per request of applicant.)
8. New Business
  - A. REOC-2015-010; **Tel-Wick Auto Repair and Towing** requesting site plan approval to use the existing gravel parking lot for the outdoor storage of vehicles associated with a 3,100-sq. ft.

vehicle repair and towing facility on 1.43 acres at 28438 Wick. Parcel #80-047-99-0023-704.Zoning – M-T, Industrial Transportation District.

9. PC-Cases Involving Advice or Input from the Planning Commission
10. Reports
  - A. Chairperson
  - B. City Planner
    - 1) Planning Department Status Report
11. Reports on Interest Designation
12. Communications
  - A. Notice of Intent to Prepare a Master Plan Update, City of Westland
13. Adjournment
4. Motion by Glotfelty supported by Paul to approve the minutes of the regular meeting of the Planning Commission held on Monday, June 20, 2016 and the Special Planning Commission Meeting held on Wednesday, June 29, 2016. Roll Call Vote: Ayes – Glotfelty, Paul, Frederick, Talon-Jemison, Zilka, McAnally, Prybyla and Freitag. Nays – None. Motion carried.
5. Comments from Public on Non Agenda Items – None.
6. Public Hearings – None.
7. Old Business
  - B. SLU-2016-002/SPR-2016-005; **Paradise Gas Station** requesting special land use and site plan approval for a gas station and 2,851-sq. ft. convenience store with drive-thru fast food and carry-out restaurants on 0.614 acres at 10885 Middlebelt Road. Parcel #80-020-02-0379-001. Zoning – C-3, Highway Business District. (Request was postponed on May 16<sup>th</sup> and June 20<sup>th</sup>. Action required: postpone action on special land use and site plan per request of applicant.)
    - Ms. Maise noted that the petitioner was waiting for traffic study results and revising the site plan to eliminate the drive-thru.

Motion by Zilka supported by Prybyla to postpone SLU-2016-002/SPR-2016-005; **Paradise Gas Station** until petitioner is prepared or further notice. Roll Call Vote: Ayes – Zilka, Prybyla, McAnally, Glotfelty, Paul, Frederick, Talon-Jemison and Freitag. Nays – None. Motion Carried.
8. New Business
  - A. REOC-2015-010; **Tel-Wick Auto Repair and Towing** requesting site plan approval to use the existing gravel parking lot for the outdoor storage of vehicles associated with a 3,100-sq. ft. vehicle repair and towing facility on 1.43 acres at 28438 Wick. Parcel #80-047-99-0023-704.Zoning – M-T, Industrial Transportation District.

- Mr. McAnally disclosed that he and the owner of the property grew up on the same street and are friends. He asked the board if they felt there was a conflict of interest he could be excused. The commissioners agreed that there was no conflict of interest and there was no concern to excuse Mr. McAnally from the meeting.
- Ms. Maise explained to the commissioners that this case was a reoccupancy of an existing building and site and these types of requests are now being processed by the Planning Department. It's likely that the commissioners will be seeing more cases like this in the future since we are looking at site plan compliance as part of all nonresidential reoccupancies. As explained in the Planner's report, the use of gravel on this property was not previously approved and therefore to use it as part of this reoccupancy, the Planning Commission must waive the hard surface requirement since the Ordinance requires that parking lots be paved.
- Mr. Berro explained to the commissioners that he will be doing vehicle repair and towing for AAA. The property will be an extension of another business located at Telegraph and Wick in Taylor. The overflow of cars will go to this new location. The vehicles may need minor repair and they will service the overflow from their other locations and the airport.
- Mr. Saad confirmed that the use of the property will be used for towing of vehicles with the use of (2) tow trucks.
- Mr. Fleckenstein stated that he works for BP and Shell Gasoline and that he has known Hani Berro for over 10 years and that Mr. Berro's sites are some of the cleanest sites that he services.
- Mr. Glotfelty expressed his concern that the site could end up looking like a junk yard and he would like to see the site cleaned up and remain that way.
- Mr. Paul advised the commissioners that he visited the site and met with the current owner, Fred Simmons. He was concerned about the paths on the north and south sides of the building and if there was a designation required by the Fire Department for required circulation.
- Mr. Saad stated that they could put a one-way sign at the north end so that traffic can circulate.
- Ms. Maise mentioned that one concern the ARC had was that the parking was reconfigured and proposed spaces conflict with parking spaces in front of the overhead doors. She noted that parking can be reconfigured administratively with barrier free parking staying near the front door and other parking spaces near the overhead door can be shifted around. The Fire Chief would like to see his turning template laid over the site plan and that could reverse the circulation. All changes can be worked out administratively.
- Mr. Saad agreed.
- Mr. Prybyla expressed his concern for dust control and parking in front of the doors.
- Ms. Freitag questioned if there will be screening.
- Mr. Saad stated that they are proposing to install 2 types of evergreen. There is a problem with wires at the corner and asked the commissioners for suggestions on how to handle this.
- Ms. Maise noted that after further review, the wires are in the right-of-way and there should be adequate room for the trees in the greenbelt area.
- Mr. Glotfelty informed the petitioners that an application of calcium chloride and water a few times a year can be useful for dust control.

Motion by Paul supported by Glotfelty to approve **REOC-2015-020; Tel-Wick** Auto and Towing subject to the following conditions:

1. The following waivers from:
  - a. Section 11.17(b)(6) and Section 14.02(b)(1) to allow the use of the existing gravel for the outdoor storage of vehicles; and

- b. Section 11.17(b)(2) to waive the greenbelt/buffer plantings along the east and west sides of the property.
2. A variance from the BZA to allow the expansion of a nonconforming use (the outdoor storage of vehicles associated with a towing facility) on less than 4 acres and a variance to allow an unpaved outdoor storage surface must be granted by the BZA.
3. The City Engineer and the Building Department will determine if any repairs are needed to the existing pavement/gravel areas.
4. A more detailed maintenance plan for the upkeep of the gravel surface including dust control with the use of calcium chloride to be applied.
5. Fire lane and directional postings as determined by the Fire Chief.
6. A license for a vehicle or truck repair facility from the State of Michigan shall be provided prior to issuance of any occupancy permits.
7. Review and approval by other departments and agencies.
8. Submittal of ten (10) copies of a revised site plan noting the outstanding items including:
  - a) All waivers and variances must be noted on the site plan.
  - b) A boundary survey identifying property lines.
  - c) All setback dimensions and lot coverage information.
  - d) The parking in front of the overhead doors must be relocated since it conflicts with the overhead doors.
  - e) Parking calculations must be consistent with the number of spaces illustrated and complete parking space and isle dimensions must be indicated.
  - f) A complete circulation plan must be provided for the Fire Department review.
  - g) One-way traffic must be noted.
  - h) The (5) arborvitae on the east side of the driveway should be replaced with a wider variety evergreen such as spruce or pine for a more effective screening of the overhead doors.
  - i) The evergreens on the west side of the driveway must be planted 15 feet on center for more complete screening of the vehicle storage along Wick Road. Three (3) additional Norway spruce should be included.
  - j) The property to the west of the site is zoned industrial, not commercial as noted.

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

9. PC-Cases Involving Advice from the Planning Commission

- Ms. Maise advised the commissioners that she has been working with the Clerk's Office and the City Attorney with regards to changing the level of detail in the Planning Commission minutes. In accordance with Robert's Rules of Order, the Clerk and the City Attorney agree that the motions and summaries are all that are necessary.

10. Reports

A. Chairperson

B. City Planner

1. Development Status Report – Ms. Maise reported that there will be a meeting in August.

11. Reports on Interest Designation

- Mr. Glotfelty announced that Block's is now open.

12. Communications

A. Notice of Intent to Prepare a Master Plan Update, City of Westland

- Ms. Maise informed the commissioners that the City of Westland has sent their intent to prepare a Master Plan Update and that their Master Plan will be available to view once it is complete.
- Ms. Maise also informed the commissioners that there will be a public hearing in September for the Master Plan Update for the City of Romulus.

13. Adjournment

Motion by Prybyla supported by Zilka to adjourn the meeting at 7:38 p.m. Roll Call Vote: Ayes – Prybyla, Zilka, McAnally, Glotfelty, Paul, Frederick, Talon-Jemison & Freitag. Nays – None. Motion Carried.

  
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Michael Prybyla, Secretary  
City of Romulus Planning Commission

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