

**MINUTES OF THE REGULAR MEETING OF THE CITY OF ROMULUS PLANNING
COMMISSION HELD ON MONDAY, APRIL 21, 2014**

1. The meeting was called to order by Chairperson Freitag at 7:00 p.m.
2. Roll Call Showing: Byron Butler, Michael Glotfelty, Diane Banks-Lambert, Daniel McAnally, David Paul, Celeste Roscoe, Melvin Zilka and Cathy Freitag
Excused: Michael Prybyla

Also in attendance: Carol Maise, City Planner, Robert McCraight, Director Public Services & Linda McNeil, Senior Secretary
3. Motion by Zilka supported by Lambert to approve the agenda as presented. Roll Call Vote: Ayes – Zilka, Lambert, Roscoe, McAnally, Butler, Paul, Glotfelty, 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, February 19, 2014.
5. Comments from Public on Non Agenda Items
6. Public Hearings
 - A. PC-2014-005; D & G Rezoning, 11651 Hannan, requesting to rezone approximately 6.24+- acres of a 17.50+- acre from M-1 Light Industrial District to M-2 General Industrial District located at the corner of Hannan and Northline Roads. Parcel # 82-80-074-01-0147-303. Zoning: M1 Light Industrial/M2 General Industrial Districts. (Action required: Make recommendation on the rezoning to City Council.)
 - B. PC-2014-006/007; H&R Properties, Inc. requesting special land use and site plan approval for a proposed 2,745 sq. ft. gas station and convenience store located on a 1.19+- acre parcel at the northeast corner of Middlebelt and Hildebrandt Roads. Parcel #82-80-050-99-0003-006. Zoning: C-3 Highway Business District. (Action required: Make recommendation on the SLU to City Council and take action on site plan.)
7. Old Business
8. New Business
 - A. PC-2013-015; Aero Realty (35890 Goddard), requesting sketch plan approval for a change of use from single-family residential to office and the addition of a driveway and parking lot on .90+-acres located on the north side of Goddard Road between Wayne and Moore Roads. Parcel # 82-80-068-01-0034-000. Zoning: CBD-1 – Central Business Transition District. (Action required: Take action on sketch plan.)

- B. PC-2014-004; United Tank Trailer Driveway (10200 Harrison), requesting sketch plan approval for a new driveway located on 1.4+-on the west side of Harrison Road between Hildebrandt and Goddard Roads. Parcel # 82-80-051-99-0001-003. Zoning: MT- Industrial Transportation. (Action required: Take action on sketch plan.)
9. Cases Involving Advice or Input from the Planning Commission
 10. Reports
 - A. Chairperson
 - B. City Planner
 1. Development Review Procedures
 2. Planning Department Status Report
 11. Reports on Interest Designation
 12. Communications
 13. Adjournment
4. Motion by McAnally supported by Roscoe to approve the minutes of the regular meeting of the Planning Commission held on Monday, February 19, 2014. Roll Call Vote: Ayes – McAnally, Roscoe, Zilka, Lambert, Butler, Glotfelty, Paul and Freitag. Nays – None. Motion carried.
 5. Comments from Public on Non Agenda Items – None.
 6. Public Hearings
 - A. PC-2014-005; D & G Rezoning, 11651 Hannan, requesting to rezone approximately 6.24+- acres of a 17.50+- acre from M-1 Light Industrial District to M-2 General Industrial District located at the corner of Hannan and Northline Roads. Parcel # 82-80-074-01-0147-303. (Action required: Make recommendation on the rezoning to City Council.)

Chairperson Freitag opened the meeting for discussion and comments from the petitioner.

Vince and Nino DiDomenico, D&G Building Company, came forward as the applicant.

- Mr. Vince DiDomenico stated more than half of the property is currently zoned M-2 with the remainder being zoned M-1 and are requesting that the entire parcel be zoned M-2. The request is due to the interest that they have had from potential customers that would require the M-2 zoning. They have offered a conditional rezoning agreement that would prohibit certain M-2 uses on the proposed property making this a restricted M-2 rezoning. The agreement lists what uses would not be allowed for this property.
- Ms. Maise stated that she has provided the Commission a very comprehensive report along with a report from LSL Planning, Inc. providing their findings including the traffic information. Her report includes a brief summary of the history of this property including the proposal in 2000 for the rezoning request for the entire parcel to be rezoned to M-2. The Planning Commission had recommended approval but at the City Council second reading the

motion failed. There was a time period in between those dates where there was some site plan activity. In 2004 a portion of the property was rezoned to M-2 with the frontage on Hannan Road being left as M-1. While the Planning Commission had recommended denial of the M-2 rezoning request, the City Council approved it finding that the property was appropriate for the M-2 zoning with the frontage being left as M-1.

- Ms. Maise noted that the petitioner is now requesting that the portion of M-1 zoning be rezoned so that the entire parcel will be M-2. Some limitations on use as defined in the Conditional Rezoning Agreement have been proposed. Also of importance in the agreement is that the entire parcel will be developed as one piece of property. If in the future the applicant decides they would like to split it up for different developments, then they will have to come back to the Planning Commission and then City Council to amend the agreement. She concluded by saying that they are comfortable with the agreement since the more intense heavy industrial M-2 uses have been eliminated. The property will be developed in accordance with the M-2 building standards and the front setbacks will actually be deeper than what would be required for the existing M-1 zoning. The landscape standards of the ordinance will also provide for a development consistent with the intent of the Zoning Ordinance and Master Plan.

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

Chairperson Freitag opened the meeting up to comments from the public and asked if anyone wished to speak on this matter.

- Mr. Tony Heimberger, 38480 W. Huron River Drive stated that he has an issue with granting the rezoning request for this property until it is known what is going on. He expressed concern that when the applicant purchased this property they went in and ripped out every tree with exception of the six that are left and disregarded the Tree and Woodlands Ordinance. They then went through and removed all the top soil from the site and now they want to rezone it. This is the entrance into the City of Romulus and like other entrances he feels that it looks tacky. He feels that it is about time that we step up and start making our City look decent and we don't need a whole bunch of commercial buildings coming into our City. He understands that the petitioner has prospective tenants but questions how many vacant buildings the petitioner has currently. He finished by saying that he believes that Hannan Road from I-94 to Ecorse Road does have the frost restrictions so heavy truck traffic would be restricted for part of the year. If we want to attract the big business we need to change our image which requires more residents not more warehousing.

Chairperson Freitag closed the public comments portion of the meeting and opened the meeting up to questions from the commissioners.

- Mr. DiDomenico stated that all his buildings in Romulus are 100% occupied and that the reason they are requesting the rezoning is because everyone that has inquired about this property, including the current inquiry for a three hundred thousand (300,000) square foot building with three hundred (300) employees, and Lee Steel previously, all want the ability to develop the entire parcel but they do not want to wait for the rezoning. Until the parcel is rezoned entirely as M-2 they cannot market it based on their previous inquiries. He noted that he is getting back to building new buildings as all his existing buildings are occupied and this particular piece will be a build to suit project for someone that is ready to occupy a three

hundred thousand (300,000) square foot building that will bring at least two hundred (200) jobs to the City of Romulus.

- Ms. Freitag stated that she agrees with Mr. Heimberger that this property has been an eyesore for some time and that she is offended by it. She has an issue with the semi trailer sitting on this property directly adjacent to the I-94 corridor with the D&G Company name and phone for advertising purposes when everyone else has to abide by the City sign ordinance. She finished by asking Robert McCraight, Director of Public Services, whether or not a permit was issued for the removal of all the trees on the proposed site.
- Mr. McCraight answered that there was a permit issued for tree removal but that he would have to look at the application to see exactly what was permitted.
- Ms. Freitag commented that to her knowledge the permit was not for the removal of all the trees.
- Mr. McCraight replied that unfortunately this would not be the first commercial site where too many trees were removed but that they do have the ability to get some additional plantings and screening on that site once it is developed.
- Ms. Freitag noted that they probably would have come down anyway but something would go up in the place of them.
- Mr. McCraight responded that he would definitely look into it and that he does have the ability to look at overhead canopies and see what used to be there.
- Ms. Maise noted that they could look at old site plans as well to determine if trees were intended to be preserved.
- Ms. Freitag mentioned that this site has been an eyesore for many years. With regards to the 300,000 square foot building with an additional 200 employees and the traffic that it would generate to the Hannan and Northline Road area, she feels that this is one of the most treacherous intersections in the City with one of two accidents a week. She has concerns with the additional traffic that would be generated near that particular intersection.
- Mr. Nino DiDomenico pointed out that there is heavy industrial traffic directly across the street from the proposed site in Van Buren Township.
- Mr. McCraight stated that there would be a traffic study done before they move forward with development as that is a bad intersection.
- Ms. Freitag commented that the site can't look any worse than it does right now.
- Mr. Zilka questioned Ms. Maise as to whether any additional complaints have been received other than the gentlemen that voiced his concerns here this evening.
- Ms. Maise answered that she had an inquiry about six (6) months ago with regards to earthmoving activity on the site but that she has not had any complaints.
- Mr. Zilka stated that he disagrees with Mr. Heimberger in that someone would not want to build a residential home that close to the railroad or the expressway. He believes the site is suitable for the M-2 zoning and that he would like to see it developed since it will bring more business to the City; he is in favor of the rezoning.
- Mr. Paul noted that 17 acres of the property is already zoned M-2 and that the petitioner is in agreement to a conditional rezoning which means certain uses would not be permitted and certain requirements will have to be met with regards to any future development. He believes development is critical in that no one would want to live in that area and the applicant will have to come back to the Planning Commission for site plan approval.
- Mr. McAnally questioned Ms. Maise as to whether the conditional rezoning stays with the property or the owner of the property.
- Ms. Maise answered that the conditional rezoning stays with the property however the agreement would have to be amended to include the new owners.

- Mr. McAnally verified that if the property is sold the same restrictions will apply to the new owner.
- Ms. Maise answered that the agreement will be recorded and therefore go with the property.
- Ms. Lambert stated that she has gone back and forth on this project and that the only way she would approve it would be with the conditional rezoning due to the many uses that would be restricted. She questioned whether they would need to add verbiage in the motion with regards to the restrictions of the conditional rezoning.
- Ms. Freitag answered no and stated that it is covered in the agreement.
- Ms. Lambert felt that because the applicant worked with the ARC Committee and has agreed to a conditional rezoning she would approve it.
- Mr. Butler questioned whether the existing portion of the property that is zoned M-2 currently has the restrictions outlined in the agreement.
- Ms. Maise answered no and stated that is one of the things that is appealing about this conditional zoning agreement since it covers the entire piece of property. The existing piece that is zoned M-2 would allow for uses such as concrete plants, truck storage and other uses that are allowed in the M-2 zoning district and the petitioner has removed those uses per the agreement.
- Mr. McAnally asked whether the conditional rezoning will cover the entire parcel not just the portion being rezoned.
- Ms. Maise answered the entire parcel will be developed for a single use and therefore the restrictions of the agreement will limit what those uses can be.
- Ms. Freitag questioned whether the agreement limits all outdoor storage or airport equipment storage.
- Ms. Maise replied that it limits outdoor storage as a primary use but that there can be outdoor storage as an accessory use.

Motion by Zilka supported by Paul to recommend approval to the City Council the conditional rezoning for PC-2014-005; D & G Rezoning for 6.24 acres of property at 11651 Hannan Road from M-1, Light Industrial District to M-2, General Industrial District subject to the conditional rezoning agreement offered by the applicant.

- Mr. Paul questioned whether they needed to include that the conditional rezoning includes the entire acreage.
- Ms. Freitag answered that it is defined in the agreement.
- Ms. Maise pointed out that the language is found in the third paragraph of the first page which will be attached as exhibits A and B.
- Ms. Freitag questioned whether the agreement covers future screening of the property.
- Ms. Maise responded that the agreement does not offer any development restrictions but that will be addressed in the future site plan review. She finished by saying that if there is Special Land Use required there may be a little flexibility with regards to the outdoor storage standards.

Roll Call Vote: Ayes – Zilka, Paul, Glotfelty, Butler, McAnally, Lambert, Roscoe & Freitag.
Nays – None. Motion Carried.

- B. PC-2014-006/007; H&R Properties, Inc. requesting special land use and site plan approval for a proposed 2,745 sq. ft. gas station and convenience store located on a 1.19+- acre parcel at the northeast corner of Middlebelt and Hildebrandt Roads. Parcel #82-80-050-99-0003-006. Zoning:

C-3 Highway Business District. (Action required: Make recommendation on the special land use to City Council and take action on the site plan.)

Chairperson Freitag opened the meeting for discussion and comments from the petitioner.

Hasan Ousa, H&R Properties, Inc. came forward as the petitioner.

- Ms. Freitag questioned whether the current site plan is the exact same site plan submitted three (3) years ago.
- Mr. Ousa answered yes.
- Ms. Maise stated that the petitioner had a conditional approval previously and there were some things that needed to be cleaned up on the plan that were approved by the Planning Commission.
- Ms. Freitag noted that those items would need to be added in as conditions of approval this time as well.

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

Chairperson Freitag opened the meeting up to comments from the public and asked if anyone wished to speak on this matter.

No one came forward.

Chairperson Freitag closed the public comments portion of the meeting and opened the meeting up to questions from the commissioners.

- Ms. Maise stated that although this is the same plan, one of the things that did get changed was the design of the driveway off Hildebrandt Road. This eliminated the need for a variance as the lot coverage will be just at the maximum level. The other change is with regards to improvements that the City of Romulus made to Hildebrandt Road. She noted that some waivers are required.
- Ms. Freitag questioned whether the existing fence along the property would be coming down.
- Mr. Ousa answered yes.
- Ms. Freitag noted that there is a proposed drive-thru restaurant and questioned whether the petitioner is talking with a prospective tenant now.
- Mr. Ousa answered that he talked with Tim Horton's last week and was informed that you can only have a Tim Horton's franchise inside a gas station if you are the franchisee. It was his goal to own the Tim Horton's and he is ninety-nine percent (99%) sure it will be a Tim Horton's.
- Ms. Freitag questioned whether Mr. Ousa had received a copy of the Planner's Report.
- Mr. Ousa answered yes he did.
- Ms. Freitag asked whether the petitioner has a problem complying with all the conditions of approval per the report.
- Mr. Ousa replied that he does not.
- Mr. Zilka questioned what the petitioner planned to do with the open Wayne County drain that runs along Hildebrandt Road.
- Mr. Ousa answered that he would have to talk with his engineer before he could answer that question as he does not want to speculate.

- Mr. Zilka stated that the drain is grown with brush and trees and it will not help with the look of the building.
- Mr. Ousa commented that he would definitely do something about it but that he is not sure which drain Mr. Zilka is talking about.
- Mr. Zilka replied that it is the county drain running along the north side of Hildebrandt that runs to the east. It is partially enclosed to the east of the proposed driveway but he would like to see it enclosed all the way to the petitioner's east property line.
- Mr. Ousa stated that he was unaware of that and will take care of it.
- Ms. Freitag questioned whether they should make that a condition of approval to leave it up to the administration to work out something with regards to the drain.
- Ms. Maise responded that this is something that would get picked up during the engineering review but if Mr. Zilka feels strongly about it and wants to add it as a condition then he can most certainly do that.
- Mr. Zilka stated that this is only for the petitioner's benefit to get rid of the weeds and brush within the drain with the beautiful building that he is proposing.
- Mr. Ousa replied if what Mr. Zilka is proposing is the removal of the weeds and brush that he would absolutely do that as he thought Mr. Zilka was requesting the removal of the drain. He noted that they are going to have very nice landscaping.
- Mr. Zilka would like to see the enclosure of the drain as part of the conditions of approval.
- Mr. McCraight stated that he thinks part of the confusion is that Mr. Zilka is calling it a drain when in fact it is the ditch in front of the proposed site. When the site is developed the petitioner will want to enclose the ditch in addition to landscaping.
- Mr. Ousa replied absolutely and that they are strict with all their businesses.

Motion by McAnally supported by Glotfelty to recommend to the Romulus City Council special land use approval for PC-2014-006; H&R Properties Gas Station and Drive-thru at the northeast corner of Middlebelt and Hildebrandt Roads based upon the finding that the proposed gas station and drive-thru restaurant is consistent with the Master Plan, compliant with the standards of the Zoning Ordinance, and compatible with adjacent land uses; the proposed use will not negatively impact the environment, traffic or public services. This approval is subject to the review and approval of the site plan by the Planning Commission.

Roll Call Vote: Ayes – McAnally, Glotfelty, Paul, Butler, Lambert, Roscoe, Zilka & Freitag.
Nays – None. Motion Carried.

Motion by Lambert supported by Zilka to approve the site plan for PC-2014-007; H&R Properties Gas Station and Drive-thru at the northeast corner of Middlebelt and Hildebrandt Road subject to:

1. Special land use approval by the City Council;
2. Waivers to the following sections:
 - 11.07(f)(2) to allow administrative review of the canopy signs (Planning Commission review required)
 - 11.07(f)(3) to allow a 40-foot wide driveway on Middlebelt (30-foot wide is maximum allowed)
 - 11.07(f)(3) to allow a waiver to the driveway spacing requirements of 14.06(d) of 100.8 feet (125 feet required)
 - 11.06(a)(3) to allow a waiver to the stacking space requirements of 14.02(b)(5) to allow 7 stacking spaces (10 spaces are required)

- 13.06(a) to allow the waste receptacle to be located on the north property line (5-foot setback required)
- 3. The use of the franchise area (carry-out or fast-foot restaurant with seating) will be considered during building plan review to determine the limits of allowed seating based on parking provided.
- 4. Signs indicating "No trucks" to be determined during engineering and building plan review.
- 5. The completion and recording of a warranty deed for the 33 feet of right-of-way on Hildebrandt Road. Upon recording, this must be approved and accepted by the City Council.
- 6. Payment in lieu of construction of sidewalk shall be in the amount of \$7,500.00 to be paid to the Planning Department prior to issuance of any building permit.
- 7. A revised landscape plan must be provided prior to issuance of any permits that delineates the limits of plant material, mulch and grass and if plant locations or species need to be changed.
- 8. The submittal of a revised site plan addressing the following:
 - a. The note on Sheet SP-1 must state that the payment in lieu of construction amount is \$7,500.00.
 - b. Consistency with regard to the existing and proposed fencing on the topographic survey and on Sheet SP-1.
 - c. The address on the site plan must be removed (or corrected if the address has been issued)
- 9. Enclosure of the county drain running along Hildebrandt Road.

Roll Call Vote: Ayes – Lambert, Zilka, Roscoe, McAnally, Butler, Paul, Glotfelty & Freitag.
Nays – None. Motion Carried.

7. Old Business – None.

8. New Business

- A. PC-2013-015; Aero Realty (35890 Goddard) requesting sketch plan approval for a change of use from single-family residential to office and the addition of a driveway and parking lot on .90+- acres located on the north side of Goddard Road between Wayne and Moore Roads. Parcel # 82-80-068-01-0034-000. Zoning: CBD-1 – Central Business Transition District. (Action required: Take action on sketch plan.)

Chairperson Freitag opened the meeting for discussion and comments from the petitioner.

Andrew and Elizabeth Slovik came forward as the petitioners.

- Ms. Maise explained that the petitioner is seeking sketch plan approval due to the size of the parking lot and the change of use from a residential to a more intense commercial use. The construction of the parking lot was started without approval and she and Director of Public Services, Bob McCraight have been working closely with this applicant.
- Mr. Slovik stated that they will be good corporate citizens and will try and spruce up the downtown area. They have been real estate agents for some time and a real estate agency will also be bringing in additional residents into the City of Romulus.

Chairperson Freitag opened the meeting up to questions from the commissioners.

- Mr. Glotfelty remarked that he has no idea what type of soil is on this site and he questioned whether the petitioner intends to sheet drain the property.
- Mr. Slovik answered that the plan is to sheet drain the property and add some sand or aggregate to make it drain properly as the soil is relatively sandy.
- Mr. Glotfelty asked whether the petitioner intends to install a catch basin if necessary.
- Mr. Slovik replied that hopefully it won't be need but if it is they will take it as it comes. This is a small parking lot and that he is not adding a Walmart size parking lot.
- Mr. Glotfelty noted that he understands however the water has to drain somewhere and he does not want it draining out onto Goddard Road.
- Mr. Slovik replied that he will be sheet draining it to the back.
- Ms. Maise commented that as noted in her report they are looking for a waiver on the curbing. When the plan was originally submitted the petitioner was proposing the drainage onto Goddard Road which was problematic so the engineer has since built the grade up a bit so the parking lot drains to the back of the property. The calculations have been submitted on the plan provided however the engineer has not had a chance to do a complete review of them. Once this project clears Planning Commission it will have to go through engineering review through the Building Department and that is where they will determine whether a catch basin is needed and whether this will work. This is all subject to the Planning Commission approving the waiver on the curbing. If the Planning Commission does not grant the waiver then the applicant will have to develop a storm system to manage the water.
- Ms. Freitag questioned how long the petitioner has been operating there as a realtor.
- Ms. Slovik answered that she got her realtor's license in 1977.
- Mr. Freitag asked how long she has been operating at the proposed site.
- Ms. Slovik replied that she has been operating out of this site for a year and a half as they have been going through the motions to get things done.
- Ms. Freitag stated that she was surprised when she went by the site that there is no signage out front.
- Ms. Slovik commented that they cannot get any signage up until they get the parking lot done. They have plans for a sign and in fact do have a sign but cannot put it up yet.
- Mr. Slovik stated that they don't want to have their customers parking in a mud hole and that once they have a parking lot they will have a grand opening and everyone will be invited.
- Ms. Freitag stated that when she was on site she noticed a trailer and a pile of debris and she questioned what the petitioner intends to do with it.
- Ms. Slovik answered that they will be getting rid of it.
- Mr. Slovik mentioned that they got the property as a bank repo that was boarded up and in pretty rough shape.
- Ms. Slovik stated that they will take care of that.
- Mr. Paul questioned whether the petitioner has a Certificate of Occupancy for the building.
- Mr. Slovik answered not currently.
- Ms. Slovik noted that once they get the parking lot done they will be able to obtain that. They have since applied for the re-occupancy, have had the inspection and will get the certificate of occupancy once the parking lot is complete. She was not aware that they had to apply for re-occupancy.
- Mr. Paul replied that as a real estate agent she should have known that.
- Ms. Slovik responded that she sells residential properties but that when she applied for the Certificate of Occupancy she told the Building Department that Aero Realty would be occupying the building.

- Ms. Freitag stated that Ms. Slovik met with the City of Romulus on June 26, 2013 which is almost a year ago. She was told at that time that they needed to submit a revised site plan and it was not submitted. The City of Romulus Building Department issued an unauthorized use ticket and had to go to court over this and that is why they are here today. She said that the applicant has been occupying this building illegally for over a year.
- Ms. Slovik replied that there are two of them occupying the building with no signage and they are trying to make things better by paving the parking lot and installing the landscaping.
- Mr. Paul questioned Mr. McCraight as to whether the inspection has been made.
- Mr. McCraight answered that the inspection has been made. He stated that he believes that where some of the confusion came from is that when the application was made as Aero Realty his staff did not catch it at that time that the applicant was a business. It was caught when the applicant applied for a parking lot and it was then that we determined that they would have to install the parking lot to the commercial standards for an office. He then went on site and discussed the issues with the parking lot and barrier free issues but as of this date there has been no certificate of occupancy issued.
- Mr. Paul verified that the Certificate of Occupancy will not be issued until the parking lot is completed.
- Mr. McCraight answered correct.
- Mr. Paul also verified that the applicant will have to go through engineering for the parking lot requirements.
- Mr. McCraight answered correct and stated that whether the waiver for the curbing is approved or not they will have to go through engineering to make sure the drainage on the site is addressed.
- Mr. Slovik stated that he thought he understood that everyone involved from the City of Romulus recommended that no curbing is needed or would be appropriate.
- Mr. Paul commented that he thinks the concerns are where the water is going to go and the engineers will pick that up whether a dry well or wet well is needed.
- Mr. Slovik replied that they wanted to avoid it going into the county storm sewer.
- Mr. Zilka questioned whether the petitioners were aware of the five conditions of approval.
- Ms. Slovik replied that she has read the planner's report.
- Mr. Zilka questioned whether she is aware of the five conditions.
- Ms. Slovik stated that if they are in the report than yes.
- Mr. Zilka asked whether she was aware of condition number five requiring in-ground automatic irrigation to be provided.
- Ms. Slovik stated that if it's in the letter she is aware of it.
- Ms. Freitag stated that it could be read into the record as part of the motion.

Motion by Zilka supported by Glotfelty to approve the sketch plan for PC-2013-015; Aero Realty at 35890 Goddard Road subject to:

1. Waivers to the following sections:
 - Section 13.06 to waive the requirement for a dumpster and enclosure. The request is based on the nature of the business and ability to store garage inside.
 - Section 14.02(b)(2) to waive the requirement for a 6-inch concrete curb around the parking lot since sheet drainage is proposed subject to determination by the City Engineer and engineering approval.

2. Payment in lieu of construction of sidewalk in an amount of \$3,261.50 or an amount subject to approval by the City Engineer. This must be paid to the Planning Department prior to issuance of any building or occupancy permits.
 3. The location and design of the barrier-free parking space must be per ANSI standards and reviewed by the Building and Safety Department.
 4. Prior to the installation of the red maples, approval from the DDA Director is required to verify consistency with the Goddard Road Improvement Plan.
 5. All areas not occupied by building, pavement or storage shall be landscaped with living plant material. Stones shall not be used as ground cover unless part of a drainage erosion control.
 6. In-ground, automatic irrigation must be provided.
- Ms. Freitag asked if the Planning Commission needed to include additional language in the motion should the engineer determine that some other form of drainage is required other than the sheet drainage as outlined in condition number one.
 - Ms. Maise answered that the engineer made that determination based on his initial assessment but the Planning Commission could include that it is subject to engineering approval should he decide otherwise.

Roll Call Vote: Ayes – Zilka, Glotfelty, Roscoe, Lambert, McAnally, Butler, Paul & Freitag.
Nays – None. Motion Carried.

- B. PC-2014-004; United Tank Trailer Driveway (10200 Harrison), requesting sketch plan approval for a new driveway located on 1.4+-on the west side of Harrison Road between Hildebrandt and Goddard Roads. Parcel # 82-80-051-99-0001-003. Zoning: MT- Industrial Transportation. (Action required: Take action on sketch plan.)

Chairperson Freitag opened the meeting for discussion and comments from the petitioner.

David Brier and Richard Garbacik, United Tank Trailer Co. came forward as the petitioners.

- Ms. Maise explained that during the re-occupancy process it was discovered that a new driveway and overhead doors on the front of the building were proposed. Rather than a just a review by the Building Department, the new driveway requires review and approval by the Planning Commission. The plans submitted noted that no outdoor storage was included. As many of the commissioners noticed, there is clearly outdoor storage on the site and this use must be reviewed in accordance with the standards of the ordinance. One important aspect of this review is the Fire Chief's concerns with regards to a fire lane. More information is needed as to what is going on out there and what the circulation route is. Once it is determined what exactly is proposed, the outdoor storage can be reviewed for compliance with requirements.
- Mr. Brier stated that they buy and sell tanker trailers and anything to do with liquid hauling vessels and that is about seventy five (75) percent of their business. They also do repairs on tankers that they purchase and then they resell them. There will be outdoor storage of those vehicles.

- Mr. Garbacik noted that he thought they had made that abundantly clear in the ARC meeting.
- Ms. Maise replied that the site plan specifically noted that there would be no outdoor storage.
- Mr. Brier said that their engineer may have put that on the plan but that when they met with the ARC Committee it was discussed.
- Ms. Maise responded that the plans indicate that the vacant areas are not for outdoor storage. Since there was no truck circulation plan provided and the entire rear area was open, there was thought that perhaps everything would be contained within the building.
- Mr. Brier stated that must have been a misunderstanding with their engineer.
- Mr. Garbacik noted that initially they tried to get away with a hand-drawn plan for the proposed driveway but elevations were required so that's how the engineer became involved. The elevations were their main concern and that they did not notice the notation of no outdoor storage on the plan.
- Mr. Brier said that they were under the impression that they may be able to get away with the hand drawn plan.
- Ms. Maise replied that to accommodate the applicant's time frame, they needed to get them on the Planning Commission agenda as part of the re-occupancy procedure.
- Mr. Brier stated that he did not convey that to the ARC Committee or their engineer so that was a mistake on the engineers end.
- Ms. Freitag noted that unfortunately the Planning Commission can only go by what is in front of them.
- Ms. Maise added that this becomes an issue of whether or not the Planning Commission is comfortable with this being handled administratively noting the conditions such as screening, pavement and fire lane circulation.
- Ms. Freitag questioned how far back the property goes.
- Mr. Garbacik answered that he believes it goes back three hundred and sixty (360) feet.
- Ms. Freitag asked whether the property goes all the way back to where the trailers are all lined up.
- Mr. Brier replied that their property ends right where the trailers are parked and that the trailers are not theirs and a fence separates the properties.
- Ms. Freitag commented that the stuff in front of the trailers is quite a mess.
- Mr. Brier stated that the property was a total wreck when they purchased it. The previous owner repaired high-lows and there were fifteen (15) abandoned pieces of equipment and over two hundred (200) tires on the site. The inside of the building was a mess as well. Any work that they do going forward is going to be done right and nice.
- Mr. Zilka questioned how many trailers are stored on site at one given time.
- Mr. Brier answered that it could be anywhere from five (5) minimal to twenty (20) maximum as they have to be able to maneuver the site.
- Ms. Maise questioned whether the property has been laid out with the twenty (20) – foot wide fire lane throughout so that the ARC Committee can see how it circulates with the new overhead doors.
- Mr. Garbacik stated that is why they wanted to meet with the City beforehand so that the fire lane will not be an issue. They have drawn it out, stepped it out and have also measured it because it would be inconvenient for them if they had to back every vehicle into the building.
- Ms. Maise asked if the engineer was prepared to put it on the plans.
- Mr. Garbacik and Mr. Brier both answered yes.
- Ms. Maise stated that the question becomes whether the Planning Commission wants to see the plans back and if so, the plan should be tabled this evening.

- Mr. McAnally said that he sees a lot of stuff happening here and he is not in favor of voting on site plans when we don't know what is going on. He has concerns about where the leakage from all the tanks is going to go.
- Mr. Brier replied that anything that enters their property has a clean-out tag and there is absolutely nothing in the tank.
- Mr. McAnally would be more comfortable tabling this for tonight while the petitioner works with the administration to get everything cleaned up and clarified so the commission would have a better understanding of the site.
- Mr. Paul noted that there needs to be some paving on the site along with landscaping and quite possibly a storm sewer system due to the paving.
- Mr. Garbacik responded that the problem with paving this site is that with the type of trailers they utilize along with the constant turning, pavement will get torn up.
- Mr. Paul commented that this needs to be shown on the plan as it is not noted on the plan now.
- Mr. Brier stated that if you look around at other sites adjacent to the proposed site they are all utilizing crushed limestone or asphalt millings and that there is very little paving in the area including their next door neighbor that has a similar operation to theirs.
- Ms. Freitag replied that it's not an issue as long as you show what is being put in there and how they are putting it in. She noted that they need to request what is best for their business without burdening them with extra cost. It was unfortunate that their engineer had made a mistake.
- Mr. Glotfelty noted that the 12-inch CMP that the petitioner is proposing on Harrison Road is going to be destroyed after a period of time and he would like to see a concrete pipe utilized. There is a catch basin nearby that can be tied into.
- Ms. Freitag explained that they are excited for the petitioners and want them to be Romulus residents for a long time but their hands are tied.
- Mr. Garbacik wants to make sure that they get it right for the next submittal.
- Ms. Freitag suggested that the petitioners contact Carol or Bob at any time to resolve the outstanding issues.
- Ms. Maise noted that while the review letters are very thorough, since the plan indicated no outdoor storage, their engineer will need to refer to the ordinance so that the plan is in compliance for the next review and ready for the next Planning Commission meeting.
- Ms. Freitag added that the City is always excited about new businesses especially when they want to occupy vacant buildings.
- Ms. Maise questioned whether the petitioners are currently in the building.
- Mr. Garbacik and Mr. Brier both stated that they are fixing things up and organizing the site.
- Ms. Freitag verified that they are simply cleaning up and not operating for business.
- Mr. Paul questioned whether the petitioners have a Certificate of Occupancy.
- Mr. McCraight answered that they have been approved for re-occupancy but have not secured their certificate of occupancy as of yet.
- Mr. Paul questioned whether the inspection for the Certificate of Occupancy has been done.
- Mr. McCraight answered yes.

Motion by McAnally supported by Lambert to table PC-2014-004; United Tank Trailer Driveway at 10200 Harrison.

Roll Call Vote: Ayes – McAnally, Lambert, Zilka, Roscoe, Butler, Paul, Glotfelty & Freitag.
Nays – None. Motion Carried.

- Mr. Zilka stated to the petitioners that the City is here to work with them and not against them and we are glad to have you in the community.
- Mr. McCraight questioned whether the Planning Commission has concern with the issuance of a Temporary Certificate of Occupancy.
- Ms. Freitag answered that she personally does not have an issue with that and questioned whether any of the other commissioners did. No one had a problem with that.
- Mr. Brier questioned Ms. Maise as to when they would receive a copy of the reports.
- Ms. Maise answered that they had received them via e-mail a few days prior to the meeting and that she would get them a copy of the ordinance with regards to outdoor storage.

9. PC Cases Involving Advice or Input from the Planning Commission – None.

10. Reports

A. Chairperson

- Ms. Freitag wished everyone a belated Happy Easter. She noted that it is official that we have broken the record this winter for the most snowfall ever here in Michigan.
- Mr. Zilka also wished everyone a Happy Belated Easter.

B. City Planner

- Ms. Maise noted that she has provided everyone with a copy of the City's visioning report. The sub-committee has just started meeting and if anyone is interested in being on the committee or if anyone has any questions, they can contact the Mayor's office.
- Ms. Maise also provided the Planning Commission with a memo regarding development review procedures. As seen this evening, there are applicants who do not understand our review procedures; they are not reading the review letters or referring to the ordinance and sometimes they come in with hand-drawn plans which they think that are adequate. We have a good ordinance that is not unreasonable and we are just trying very hard to get the applicants to comply with standard requirements. She stated that she has been working with Bob McCraight and Tim Keyes on what is being termed the "Fast Track Process" to get people through the review process and into the buildings as quick as possible but we are also trying to avoid what happened with this applicant tonight. Most of the time the problem lies with the applicant's engineers in that they are not putting the required information on the plans and not reading the review letters.
- Ms. Maise said that they have started talking about ordinance changes regarding special land uses, administrative review, site plan/ARC review procedures and temporary uses. As part of the update to the 2008 Zoning Ordinance, the special land use section was totally revamped making it a much quicker process for the applicant. Many of the typical uses such as outdoor storage go to City Council which ends up slowing the procedure. Some uses may not need to go to City Council and we are looking to reconsider that process along with some other procedures outlined in the memorandum. For example, temporary uses right now fall under the jurisdiction of the Board of Zoning Appeals but there are issues with the timing required for the public hearing notice so we are looking to be able to handle some of that administratively. We are also looking to make the administrative review process a little quicker and it helps when we can get all the information that is required. There is also going to be discussion of maybe making some of the use approvals more administrative. Nothing has been drafted at this point but we wanted to let the Planning Commission know what the

administration is thinking about and we look forward to discussing some ordinance modifications with them in the future.

- Ms. Freitag stated that with regards to the Special Land Uses she remembers that City Council was not comfortable with Planning Commission making those decisions and that they wanted to see every single special land use.
- Ms. Maise replied that she is getting the Development Activity Report to City Council and the Mayor's office has just informed the administration that they are doing Executive Summaries on a weekly basis so that Council will be updated on a regular basis as to what is going on. This may help that they are informed ahead of time of development activity in the City.
- Ms. Lambert stated that as more of these projects go through administrative review she questioned who would be supervising the ARC Committee. The Planning Commission is an open forum for the residents to come and see what the City is approving and what we are allowing business owners to do. She questioned who would be managing the ARC Committee to keep them ethical as they take on more and more of these decisions that are taken away from the Planning Commission. She noted that in the spirit of transparency we need to remember that.
- Ms. Maise commented that when she went back and looked at the list of uses discussed with the proposed special land use amendment, some of the uses were called "super special land uses" and those are the ones that City Council would still want to see. What we are getting right now are storage yards and the associated waivers on the storage lots and applicants are complaining that the review process for them is too long.
- Ms. Lambert added that it is her concern that transparency remains and that the public has the ability to still be aware of what is going on.
- Ms. Maise questioned what the commissioners thought about the waivers to such things as the curbing and paving. She wondered if the Planning Commission is comfortable letting the Administrative Review Committee approve these waivers or are these things that the commission wants to see.
- Ms. Freitag answered that she thinks it depends on the site.
- Mr. Paul stated that it depends on the size of the project.
- Ms. Maise explained that for projects that are considered administrative based on the size, would the commission be comfortable with the ARC committee approving waivers to curbing, pavement etc.
- Mr. Paul stated that applicants like the one this evening should have to come before the Planning Commission to back up what they are being told by the Administrative Review Committee.
- Mr. McAnally stated that he agrees with Ms. Lambert in that the Planning Commission is made up of citizens from the community working through the process and making judgments on plans that affect the community that they live in. He does not like the idea of taking things away from the commission without the commission at least having a say in it.
- Ms. Maise replied that these are just discussion which could lead to ordinance amendments that the Planning Commission will see and we will be deciding on the amendments together.
- Mr. McAnally stated that he still believes that it is important that the Planning Commission maintains the authority to do a lot of what they do.
- Ms. Maise responded that she would like to go back and get the Special Land Use information that was previously approved a couple years ago and see if the Planning Commission is still in agreement with those uses.
- Ms. Freitag stated that if she remembers correctly she thinks those uses were pretty basic and that they fell just within the guidelines of the special land use.

- Mr. McAnally noted that he was just reading from the Planner's Report with regards to the Planning Commission being able to expand the list of items that could be handled administratively including the review of waivers.
- Ms. Maise referred to the example she gave about the project that was small and required only administrative review. Do they want to hold an applicant up to get on a Planning Commission agenda when it is something that the City Engineer can look and determine whether it drains adequately for example.
- Ms. Freitag stated that sometimes even the small projects need to come before Planning Commission on a rare occasion. She hopes the Planning Commission helped with their input.
- Ms. Maise answered very much so and that she will move forward and hopefully she will have some zoning ordinance discussions with the Planning Commission soon.

- Ms. Freitag stated that she forget to thank Mr. McCraight for taking time out of his schedule to come and visit the Planning Commission and she would like to see him every month. It's nice in that they can answer questions that the Planning Commission may have regarding different projects.
- Ms. Maise added that she knew Bob would be helpful this evening as he has been very involved in these cases before the Planning Commission tonight.
- Mr. McCraight responded that Ms. Maise has been persistent with regards to him attending more of the Planning Commission meetings and now with additional staffing he will have more time available.
- Mr. Zilka questioned Ms. Maise as to whether she meets with the engineers for various proposed projects prior to the submission of plans.
- Ms. Maise answered that yes, all the time and they highly encourage that they meet with the ARC Committee.
- Ms. Freitag questioned whether the United Tank Trailer Driveway project fell through the cracks.
- Ms. Maise answered no and stated that they have met with the ARC Committee and been in contact with City staff.
- Mr. McCraight stated that you would be surprised at some of the things that come through. In looking at plan today he noticed that the engineer was quoting the City of Southgate's code and stuff like that happens all the time no matter how hard we try and expedite the process.
- Ms. Maise mentioned that often times the applicant gets what they have paid for and we try and tell the applicant that every time you have to submit there is an additional fee.
- Ms. Maise referred the commission to her status report.
- Mr. Paul stated to Mr. McCraight that he should not give Aero Realty a Temporary Certificate of Occupancy as they have not been very faithful.
- Ms. Maise explained that they are currently operating without a certificate of occupancy.
- Ms. Freitag stated that she believes that the City of Romulus needs to hold their feet to the fire.
- Mr. McAnally questioned Ms. Maise as to the status of the Candyland project.
- Ms. Maise answered that the Planning Department has not heard from her and in fact tried to contact her prior to the February Planning Commission meeting. The van is still around town and she is apparently operating out of her home.
- Mr. Zilka stated that he has seen her van at the proposed site and questioned whether she intends to still go forward with this project.
- Ms. Freitag said that the applicant at Ecorse and Hannan Roads is moving right along and that it looks like they will be selling Shell Gasoline.

- Ms. Maise commented that the applicant at Wayne and Wick Roads is moving right along as well.
- Ms. Freitag stated that he commenced work for quite some time and questioned why.
- Mr. McCraight answered that he has had issues with regards to going with the lowest bidder and we have had problems with the engineer on this project as well. We have had several meetings on site with the owner, inspectors and engineer trying to lead them by the hand through this process along with their contractors. He will get them through the process and open for business.
- Ms. Freitag stated that she has had a lot of people inquiring about that gas station along with the Speedway across the street.
- Mr. McCraight replied that he has not heard anything about that site at all.

11. Reports of Interest Designation

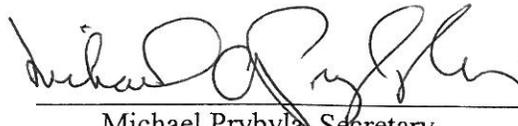
- Ms. Roscoe reported that the Art in the Park kick-off will be on Saturday, April 26th at 1:00 p.m. at the Romulus Athletic Center and there will be lots of food and giveaways. There will be different people at each site every Saturday through June with an explanation of each piece. Clean Sweep will be held on May 3rd at 9:30 a.m. and everyone will meet at the Romulus Senior Center for their cleaning destination and instructions. Also that day, is the Romulus Little League's Opening Day behind Mt. Pleasant School. Planting of the annuals will be held on May 14th at 4:00 p.m. and everyone will meet at the Senior Center for the planting destination and instructions.

12. Communications

- Mr. Zilka commented that he heard a rumor that Block's may be opening this weekend.

13. Adjournment

Motion by Zilka supported by Lambert to adjourn the meeting at 8:25 p.m. Roll Call Vote: Ayes –Zilka, Lambert, Roscoe, Butler, McAnally, Paul, Glotfelty and Freitag. Nays – None. Motion Carried.



Michael Prybyla, Secretary
City of Romulus Planning Commission

