

MINUTES OF THE REGULAR MEETING OF THE CITY OF ROMULUS PLANNING
COMMISSION HELD ON MONDAY, JUNE 20, 2011

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

Also in attendance: Tim Keyes, Economic Development Director

3. Motion by Prybyla supported by Burcroff to approve the agenda to as presented. Roll Call Vote: Ayes – Prybyla, Burcroff, Glotfelty, Butler, McAnally, Lambert, Zilka, Paul, Freitag. Nays – none. Motion Carried.

Agenda

1. Pledge of Allegiance
2. Roll Call
3. Approval of Agenda
4. Election of officers
5. Approval of the minutes of the regular meeting of the Planning Commission held on Monday, April 18, 2011.
6. Comments from Public on Non Agenda Items
7. Public Hearings
 - A. PC-2011-004; Serta Building Addition requesting site plan approval for a 35,000 square foot addition to an existing building located on a 20.61+- acre parcel on the east side of Jay Kay Drive Road between Cogswell and Cul-de-sac Roads. Parcel# 82-80-021-99-0006-010. Zoning: M-2, General Industrial District. (Action required: review site plan).
8. Old Business
9. New Business
10. Cases Involving Advice or Input from the Planning Commission

11. Reports

A. Chairperson

B. City Planner

1. Michigan Medical Marihuana Act (MMMA)
2. Zoning Ordinance

12. Reports on Interest Designation

13. Communications

- A. Minutes of the Regular meeting of the City of Romulus Board of Zoning Appeals held on May 4, 2011.

14. Adjournment

4. Motion by Zilka supported by Paul for the current officers to maintain their positions and continue serving the Planning Commission as follows: Chairperson – Ms. Cathy Freitag, Vice-Chairperson – Ms. Diane Banks Lambert and Secretary – Mr. Daniel McAnally. Roll Call Vote: Ayes – Zilka, Paul, Glotfelty, McAnally, Butler, Lambert, Burcroff, Prybyla, Freitag. Nays – None. Motion Carried.
5. Motion by Lambert supported by Prybyla to approve the minutes of the regular meeting of the Planning Commission held on Monday, April 18, 2011. Roll Call Vote: Ayes – Lambert, Prybyla, Paul, Glotfelty, Butler, Burcroff, Zilka, McAnally, Freitag. Nays – none. Motion Carried.
6. Comments from Public on Non Agenda Items – None.
7. Public Hearings
 - A. PC-2011-004; Serta Building Addition requesting site plan approval for a 35,000 square foot addition to an existing building located on a 20.61+- acre parcel on the east side of Jay Kay Drive Road between Cogswell and Cul-de-sac Roads. Parcel# 82-80-021-99-0006-010. Zoning: M-2, General Industrial District. (Action required: review site plan).

Robert Kerr, Metro Group Architects came forward to represent the Serta Mattress Building Addition.

Timothy Keyes, Economic Development Director, reviewed the summary memorandum dated June 2, 2011 and provided an overview of the proposed project.

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

- Mr. Kerr stated Serta is proposing a 35,000 square foot addition to the existing facility.
- Mr. Kerr also stated he is very happy to bring twenty (20) new jobs to Romulus.

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

Chairperson Freitag opened the public hearing for public comments and asked if anyone in the audience wished to speak on this matter.

No one came forward.

Chairperson Freitag closed the public hearing and opened the meeting for comments and discussion from the Commissioners as follows:

- Mr. Paul questioned if modifications will be made to the berm.
- Mr. Kerr stated the berm on the west side will need some modifications to keep the swale from moving. The berm will not be moved.
- Mr. Paul questioned if they would be plantings in the berm.
- Mr. Kerr stated no planting in the berm.
- Mr. Burcroff stated he is very happy to see the expansion to the current facility.
- Mr. Kerr stated the Planning Department has been very helpful.
- Mr. Zilka wished the best of luck to the success of the facility.
- Ms. Lambert stated she is happy to see the expansion to the facility.
- Ms. Lambert questioned the building department reported dated May 26, 2011 approval of installation of barbed wire fencing.
- Mr. Keyes stated that would be condition number five (5) Planning Commission approval of installation of barbed wire fencing.
- Ms. Freitag questioned if the barbed wire would be placed all the way around the fencing.
- Mr. Kerr stated barbed wire would be installed all the way around due to the fact there is loading on the end where the addition will be.

Motion by Burcroff supported by Zilka to grant site plan approval to PC-2011-004; Serta Building Addition to construct a 35,000 square foot addition to an existing building subject to the conditions of the Planning Director's summary memorandum dated June 2, 2011 as follows:

1. Approval of the landscape modification to allow installation of six (6) Bradford Pears at a minimum 3" caliper at the time of planting to complement the existing plantings along Jay Kay Drive;
2. Applicant providing use group classification and product list information to the Building Department;

3. Fire Department approval of the circulation plan for the rear of the site during building permit review; and
4. Fire lane must be properly posted and maintained at all times;
5. Three (3) strands of barbed wire on the fence.

The subject property is located on a 20.61+- acre parcel on the east side of Jay Kay Drive Road between Cogswell and Cul-de-sac Roads. Parcel# 82-80-021-99-0006-010. Zoning: M-2, General Industrial District. Roll Call Vote: Ayes – Burcroff, Zilka, Prybyla, Glotfelty, Butler, Paul, McAnally, Lambert, Freitag. Nays – None. Motion Carried.

8. Secretary, Mr. McAnally read the Acquisition Project Cancellation letter from PC-2011-001; Ryder Truck Rental.
9. Mr. Burcroff stated Ms. Lyon has left the City of Romulus and he would like to express his appreciation of all she has done and the level of professionalism and structure she has brought to the City.
10. Cases Involving Advice or Input from the Planning Commission – None.

11. Reports

A. Chairperson

- Ms. Freitag stated Ms. Lyon will be greatly missed; she has done a lot for the City and the Planning Commission.

B. City Planner

- Mr. Keyes stated Ms. Lyon will be missed by the staff of this City. Ms. Lyon was very professional and highly organized, she did much more than act as a Planner, and she worked with many departments to create a process to improve the flow of communication and procedures.
- Mr. Keyes stated the City is advertising for a part-time planner, one or two of the board members as well as planners from surrounding communities will be asked to assist with the interview process.
- Mr. Keyes advised the Commission the steering committee has met several times to discuss the Michigan Medical Marihuana Act (MMMA). The steering committee has also met with City Council on this issue.
- Mr. Keyes stated a joint study session has been scheduled for Monday, June 27, 2011 at 6:00 p.m. with City Council and Planning Commission.
- Mr. Keyes advised the Commission the Zoning Ordinance has been changed to address the language regarding the special land use approval, and is awaiting review of the required changes and as soon as the review is complete it will be brought back to the Planning Commission for approval as well as City Council for approval.

12. Reports on Interest Designation

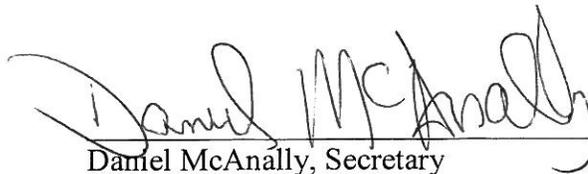
- Mr. Burcroff advised the Commission of the recent grand opening celebration of the Romulus Animal Shelter and thanked all parties involved for their efforts to make this happen.
- Mr. Burcroff advised the Commission a joint study session that took place earlier in the day on Monday, June 20, 2011 to find solutions for sharing services between the City and Romulus School Districts.

13. Communications

- A. Minutes of the Regular meeting of the City of Romulus Board of Zoning Appeals held on May 4, 2011.

14. Adjournment– Motion by Prybyla supported by Lambert to adjourn the meeting at 8:16 p.m. Roll Call Vote: Ayes – Prybyla, Lambert, Glotfelty, Burcroff, Paul, Butler, McAnally, Zilka, Freitag. Nays – None. Motion Carried.

md



Daniel McAnally, Secretary
City of Romulus Planning Commission