

**MINUTES OF THE REGULAR MEETING OF THE CITY OF ROMULUS PLANNING
COMMISSION HELD ON MONDAY, DECEMBER 19, 2011**

1. The meeting was called to order by Chairperson Freitag at 7:00 p.m.
2. Roll Call Showing: Daniel McAnally, Cathy Freitag, Melvin Zilka, Leroy Burcroff, Michael Prybyla, Michael Glotfelty, David Paul and Diane Banks Lambert
Excused: Byron Butler
Also in attendance: Carol Maise, City Planner, Linda McNeil, Sr. Secretary
3. Motion by McAnally supported by Prybyla to amend the agenda and move Public Hearing on the agenda after New Business. Roll Call Vote: Ayes – McAnally, Prybyla, Burcroff, Zilka, Paul, Glotfelty, Lambert 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, November 21, 2011.
5. Comments from Public on Non Agenda Items
6. Public Hearings
 - A. PC-2011-012; City of Romulus, C-3 Highway Business District, a request to consider a proposed amendment to the Zoning Map for the City of Romulus to rezone approximately 73.32 acres of property fronting along Eureka Road between I-275 and S. Wayne Road from M-1 Light Industrial District to the C-3 Highway Business District. The property proposed for rezoning includes 10 parcels as follows: 80 125 99 0001 000, 80 130 99 0001 706, 80 130 99 0006 000, 80 130 99 0007 000, 80 130 99 0008 000, 80 130 99 0009 701, 80 130 99 0010 702, 80 130 99 0012 001, 80 130 99 0012 003, 80 130 99 0012 004, 80 130 99 0013 702. (Action required: Hold a public hearing and make recommendation to City Council.)
7. Old Business
 - A. PC-2010-011; The Upscale Warehouse, requesting site plan approval for a bar/lounge located on a .44+ acre parcel on the northwest corner of Wayne Road and Vinewood. The subject property is located at 6492 Wayne Road. Parcel# 82-80-020-02-0009-303. Zoning: C-1, Local Business District. (Site Plan was tabled at the Planning

Commission meeting held on November 21, 2011. Action required: Take action on site plan.)

8. New Business

- A. PC-2011-016; D&G Building Company, Inc. requesting site plan approval for a proposed propane sales and distribution facility. The subject property is located at 27481 Beverly Road. Parcel #'s 82-80-004-99-0010-002 and 82-80-004-99-0011-000. Zoning M-T; Industrial Transportation District. (Action required: Take action on site plan)

9. Cases Involving Advice or Input from the Planning Commission

10. Reports

- A. Chairperson
B. City Planner

11. Reports on Interest Designation

12. Communications

- A. Minutes of the regular meeting of the City of Romulus Board of Zoning Appeals held on November 2, 2011.

13. Adjournment

4. Motion by Burcroff supported by McAnally to approve the minutes of the regular meeting of the Planning Commission held on Monday, November 21, 2011. Roll Call Vote: Ayes – Burcroff, McAnally, Prybyla, Glotfelty, Zilka, Paul, Lambert and Freitag. Nays – none. Motion carried.

5. Comments from Public on Non Agenda Items – None.

6. Old Business:

- A. PC-2010-011; The Upscale Warehouse, requesting site plan approval for a bar/lounge located on a .44+- acre parcel on the northwest corner of Wayne Road and Vinewood. The subject property is located at 6492 Wayne Road. Parcel# 82-80-020-02-0009-303. Zoning: C-1, Local Business District. (Site Plan was tabled at the Planning Commission meeting held on November 21, 2011. Action required: Take action on site plan.)

Motion by Burcroff supported by Zilka to remove PC-2010-011; The Upscale Warehouse from the table. Roll Call Vote: Ayes – Burcroff, Zilka, Lambert, Glotfelty, Prybyla, Paul McAnally and Freitag. Nays – None. Motion Carried.

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

Vincent & Carol Lewis, petitioners; Melvin McWilliams, attorney; John Bingham, architect; and Ed Al-Saati, civil engineer all came forward representing the petitioners.

- Ms. Maise gave a brief summary of her report dated December 12, 2011 and informed the Commissioners that the petitioners went to the Board of Zoning Appeals on December 7, 2011 and received conditional approval of 7 variances. She outlined the 7 conditions of approval. She also informed the Commissioners that the copy of the plans that they received in their packet have not been updated based on the Board of Zoning Appeals meeting due to the time restraints of the two meetings. She stated that along with clarification on the vinyl fence, in terms of height and color, she is also looking for direction from the Commissioners in regards to the white fence in the front yard. The petitioners have stated that they would like to paint and keep the fence.
- Ms. Freitag asked the petitioners if they wish to make a presentation at this time.
- Mr. MacWilliams stated that they have reviewed the recommendations of the staff and are in concurrence with those recommendations. He stated they are also prepared to accept those recommendations as part of the Planning Commission's approval of the site plan and are ready to submit revised plans showing those changes. He stated it appears that any additional review that would need to be done would only need to be an administrative review unless something came up that was not foreseen. He provided each of the Commissioners with a revised rendering of the building and indicated that he also provided it to the the Board of Zoning Appeals members.
- Ms. Freitag asked Mr. MacWilliams if they have applied to Wayne County for the permits.
- Mr. MacWilliams answered as far as the application was concerned no. He went on to say that they have met with Wayne County but that the construction plans that are required are contingent upon approval of the site plan. He went on to say that they will make application as soon as they have an approved site plan. They hope they can get Wayne County to turn this around fairly quickly but it may not be as fast as the petitioners hope.
- Ms. Freitag stated to Mr. MacWilliams that if the Wayne County approval changed the location of the driveway in any way, the petitioners would be required to come back before the Planning Commission for a revised site plan approval.
- Mr. MacWilliams stated they will do whatever the Ordinance requires them to do as they don't know at this point what Wayne County will require them to do.
- Mr. Paul questioned whether the current plans are the same plans that were in their packet previously without changes.

- Ms. Maise answered no, that the plans before them have been revised but not since the BZA meeting.
- Mr. Paul stated there are questions that he asked previously in regards to water and hydrant location and those changes are not reflected on the current plans.
- Ms. Maise stated that she spoke with DPW and OHM and both indicated that those items will be handled during the engineering review.
- Mr. Paul stated that the locations are typically indicated on the site plans and he also questioned the width of the handicap spots.
- Mr. MacWilliams stated that the handicap spot has been resolved.
- Ms. Maise concurred that it has been resolved, 8 feet and 8 feet complies with the required sixteen feet.
- Mr. Paul questioned whether it was two (2) handicap spots.
- Mr. Maise answered that there is only one (1) handicap spot, there were originally two (2) spots but that was not working so they revised the plan to one (1) spot.
- Mr. Paul questioned the upper back door that appears to be sided half way up.
- Mr. Al-Saati explained that there is a parapet that is blocking the full view of the door.
- Mr. McAnally questioned the color of the perimeter 6-foot vinyl fence.
- Ms. Lewis answered that it will be white.
- Mr. McAnally questioned whether the petitioner plans to rebuild the front fence by the little house.
- Ms. Lewis answered yes.
- Mr. McAnally questioned the purpose of the fence.
- Ms. Lewis stated that it is her understanding that the house may be demolished and if that is the case the fence will be taken down.
- Mr. McAnally agreed that if the house is going to be demolished, the fence wouldn't be needed.
- Mr. Paul stated that according to the Building Director, it's currently on the Demolition List.
- Mr. McAnally stated that if that is the case and the fence isn't needed, they wouldn't need to put money into it.
- Mr. Burcroff stated he appreciates the petitioner working with the Board of Zoning Appeals in regards to the vinyl fence so that there is a barrier for the protection of the residents. He went on to say that as long as the changes are covered in the letter and they will be held to that standard through Administrative Review, he is fine with that. He went on to question Ms. Maise as to what the time frame was for the petitioner to get their revisions to the Planning Department in order to get it to City Council.
- Ms. Maise answered that Special Land Use approval from the City Council is needed however but site plan is required. And she went on to say that the site plan needs to be cleaned up and reviewed in order to put it on the agenda for City Council. She stated that there are three (3) City Council meetings in January.

- Mr. Burcroff stated to the petitioners the dates for the January meetings and indicated the sooner the plans are in the better.

Motion by Burcroff supported by McAnally to approve PC 2010-011, The Upscale Warehouse Lounge conditioned upon the following:

1. Approval of the Special Land Use by the City Council;
2. Waivers to *Section 14.06* Driveway Access Management based on and subject to approval of the driveway on Wayne Road by Wayne County; any changes to the layout that significantly alter the site plan based on the approval of the driveway from Wayne County shall be reviewed and approved by the Planning Commission;
3. Payment in lieu of construction of the sidewalks in the amount of \$2,350 for Wayne Road and \$3,775 for Vinewood being paid prior to issuance of a building permit; and
4. Submission of eleven (11) sets of revised plans for administrative review and approval prior to the special land use request being forwarded to the City Council and subsequent submission to the Building Department incorporating the following:
 - a) Bumper blocks or posts being added to the two angled parking spaces at the rear of the building;
 - b) The note regarding the perimeter fencing being changed to state that a new 6-foot high vinyl fence will be provided between the subject site and the adjacent residential property; a detail of the fence has been approved by the Planning Commission and must be included on the site plan;
 - c) The white fence at the front of the site will be replaced with a fence as determined by the Planning Commission; details must be included on the site plan;
 - d) The landscape plan being revised to reflect the applicant's comments of 12/4/2011 including a 3-foot high berm and hedge row of shrubs spaced at 3 feet on center;
 - e) The shrubs along the Wayne Road frontage should be spaced 2.5 - 3 feet on center to provide continuous screening;
 - f) A note must be added to the landscape plan stating that the Wayne Road right-of-way will contain grass and that parking will be prohibited; the landscape plan must indicate that this area will contain grass;
 - g) To make up for the lack of parking lot landscaping, plant containers and/or planter boxes must be provided on the concrete area in front of the building; and
 - h) The plant list and the landscape plan must be numerically consistent.

Roll Call: Ayes – Burcroff, McAnally, Zilka, Prybyla, Paul, Glotfelty, Lambert and Freitag. Nays – None. Motion Carried.

7. New Business

A. PC-2011-016; D&G Building Company, Inc requesting site plan approval for a proposed propane sales and distribution facility. The subject property is located at 27481 Beverly Road. Parcel #'s 82-80-004-99-0010-002 and 82-80-004-99-0011-000. Zoning M-T; Industrial Transportation District. (Action required: Take action on site plan)

Mr. John Romano, D&G Building Company and Mr. Peter Rogers, CBRE came forward to answer questions in regards to their project.

- Ms. Freitag questioned as to whether the business was relocating from Taylor.
- Mr. Rogers answered that they were relocating from Romulus at Ecorse and Inkster Roads.
- Ms. Maise gave a brief overview of the project and highlighted a couple of the issues and stated that this project was being fast-tracked as the petitioner needed to be done by the end of the year. She went on to say they have a special Board of Zoning Appeals meeting next week for a front yard setback variance, and that she wanted to get them to the Planning Commission before the BZA meeting. The underlined issues in the City Planner's report are the outstanding issues and for the most part are very resolvable.
- Mr. John Romano came forward and stated that he is very excited about working with Propane Services who has been in the City of Romulus for 45 years. He expressed his desire to stay in Romulus and that they have found this site on Beverly Road that will work perfectly for their business.
- Mr. Rogers encouraged Mr. Romano to explain to the Planning Commission how they have worked through the setback issues and are redeveloping this non-conforming site and getting it back on line.
- Mr. Romano stated that the existing site is narrow and non-conforming but with the City Planner's help they have worked through it and created a twenty five (25) foot greenbelt in the front, there is enough room to get the trucks in and out of the site and work around the building.
- Mr. Romano stated that most of the items in the reports that must be addressed are notes, waivers and variances that they are seeking.
- Ms. Maise asked if they have come up with a cost estimate for the payment in-lieu of the sidewalks.
- Mr. Romano stated that they have always based it on what the market says which, is five dollars per square foot.

- Ms. Maise stated that they can deal with that during administrative review if the Commission would like and asked Mr. Romano to give the Commissioner's an overview of the truck traffic operation.
- Mr. Romano stated that because of the concerns with the truck traffic backing up onto Beverly Road, Propane Services, who has the same employees in and out every day, has agreed to use Inkster Road to access the site. The truck operators have garage door operators to get the gate opened by the time they reach the site. The only deliveries that they receive are the trucks to refill their tanks which again are the same drivers and they are aware of the way the operations run and with the routine.
- Ms. Freitag questioned why the petitioner is requesting waivers for the wall around outdoor storage, the screening, the pavement requirement to allow gravel storage, and the curb requirement.
- Mr. Romano stated they will do whatever the Commission wants but they felt that the pine trees would give better coverage than a wall.
- Ms. Maise stated that she agreed that the trees would give more height coverage and better screening.
- Mr. Romano stated it made no sense to put a sidewalk in that area.
- Ms. Freitag agreed that there are no sidewalks in that area as long as payment in-lieu of sidewalks is provided. She went on to ask about the waiver of the screening for the side and rear lot line.
- Ms. Maise stated that the side and rear screening can be waived if it abuts another industrial use. She went on to say that the petitioner is providing a ten foot buffer of sod and a berm. The fence will be repaired and they are taking the barb wire down which still provides security.
- Ms. Freitag questioned whether it was the fence along the front that was going to be cleaned up.
- Mr. Romano stated along the front, black vinyl chain link fence and along the side is where they will be cleaning up the fence.
- Mr. McAnally questioned whether the new construction on the plans would actually be new or moved from the previous site.
- Mr. Romano answered that everything they are erecting, which will just be the dock facility, will be new.
- Mr. McAnally questioned whether the old facility will be vacant.
- Mr. Romano answered that it is his understanding that the old site will be taken over by Sunoco, which is the reason Propane Services is moving since Sunoco needs that space.
- Mr. McAnally questioned whether the new site will have normal business hours for customer traffic.
- Mr. Romano answered that Propane Services hours of operation would be eight to five and that customer traffic would be very minimal.
- Mr. Paul questioned whether the Beverly Road fence would be behind the trees.
- Mr. Romano answered yes.

- Mr. Glotfelty questioned whether there would be any vehicle maintenance on site.
- Mr. Romano answered, that is correct, there will no vehicle maintenance on site and that is noted on the plans.
- Mr. Glotfelty questioned whether the barb wire will be removed.
- Mr. Romano answered correct and that is also noted on the plans.
- Mr. Burcroff asked if there was someone present from Propane Services. He thanked them for keeping their business in the City of Romulus. And went on to question how often and what time of the day the replenishing trucks make deliveries.
- Mr. Ron Lamentola from Propane Services answered that they receive daily deliveries to replenish their tanks during normal business hours.
- Mr. Burcroff commented that he concurred with the greenery versus the concrete wall.
- Ms. Freitag questioned the two entrances on Beverly Road shown on the plans.
- Mr. Romano answered that the west one is the main entrance, which is the one that will be used.

Motion by Lambert supported by Burcroff to approve the site plan for PC-2011-016 D&G Beverly Road Distribution Facility for Propane Services at 27481 Beverly subject to:

1. Approval of the front yard setback, front greenbelt and rear yard setback variances from the Board of Zoning Appeals;
2. The following waivers being granted by the Planning Commission:
 - a) *Section 11.17(b)(3)* to waive the required wall around the outdoor storage.
 - b) *Section 11.17(b)(3)* to waive the screening required along the side and rear lot lines.
 - c) *Section 11.17(b)(6)* to waive the pavement requirement and allow a gravel storage area.
 - d) *Section 11.17(b)(7)* to waive the curb requirement around the storage area.
3. Payment in lieu of construction of sidewalks in an amount approved by the city engineer and noted on the site plan. The reason for the request is that there are no adjoining sidewalks.
4. Submission of eleven (11) sets of revised plans for administrative review and approval prior to submission to the Building Department incorporating the following:
 - a) Note #15 must be corrected to state a variance to the 40-foot greenbelt requirement is needed per *Section 13.02(c)*.
 - b) Notes #14 and #16 must include the Ordinance section numbers referencing the requested variances.

- c) All requested waivers and the associated section numbers must be noted on the site plan.
- d) A detail of the required 10-inch curb must be provided on Sheet CE3.
- e) Notes #19 and #24 must be corrected for consistency.
- f) The proposed surface of the walkway and all associated ramps between the parking and the building must be noted.
- g) Note #17 must include the reason for the payment in lieu of construction of the sidewalk request.
- h) The payment in lieu of construction of the sidewalk amount must be added to the site plan once approved by the city engineer.
- i) The limits of the proposed fence west of the existing driveway must be clarified.
- j) A photometric grid overlaid on the site plan verifying that light intensity is in compliance with Ordinance requirements must be provided per *Section 17.04*.
- k) The proposed fixture provided on Sheet PFP-1 must be replaced with a fixture that includes a full-cut off shield in accordance with *Section 13.05(d)*.
- l) Consistency with regard to the proposed dumpster material must be provided. Note that block is not permitted.
- m) The eastern limits of the existing driveway must be illustrated on the landscape plan.

Roll Call Vote: Ayes – Lambert, Burcroff, Zilka, McAnally, Glotfelty, Prybyla, Paul and Freitag. Nays – None. Motion Carried

8. Public Hearing

- A. PC-2011-012; City of Romulus, C-3 Highway Business District, a request to consider a proposed amendment to the Zoning Map for the City of Romulus to rezone approximately 73.32 acres of property fronting along Eureka Road between I-275 and S. Wayne Road from M-1 Light Industrial District to the C-3 Highway Business District. The property proposed for rezoning includes 10 parcels as follows: 80 125 99 0001 000, 80 130 99 0001 706, 80 130 99 0006 000, 80 130 99 0007 000, 80 130 99 0008 000, 80 130 99 0009 701, 80 130 99 0010 702, 80 130 99 0012 001, 80 130 99 0012 003, 80 130 99 0012 004, 80 130 99 0013 702. (Action required: Hold a public hearing and make recommendation to City Council.)
- Ms. Maise stated that The City of Romulus is petitioning for the rezoning of 73.32 acres of property along Eureka between I-275 and S. Wayne Road from M-1 Light Industrial to C-3 Highway Business. The Economic Development Department has initiated the rezoning based on some interest in commercial development in this area and the Planning Department was asked what we could do to facilitate this. The

Planning Department indicated that the City of Romulus could initiate the rezoning and that it did not have to be the property owners. The Planning Department did contact the property owners and they are all in concurrence with the rezoning request. She went on to say there is a spot of C-3 already there which, is the Shell Gas Station. Other than the cell phone lot, the area is mostly vacant which makes this the perfect opportunity to get the area correctly zoned. This will speed up the process for the applicant's. The Master Plan designates this property as Regional Business and is also part of the sub-area called the Southern Gateway District. Ms. Maise went through the seven criteria to determine if a rezoning is appropriate or not and determined that all seven are answered.

- Mr. Burcroff asked Ms. Maise to give the public at home an idea what the C-3 zoning entails.
- Ms. Maise stated that the C-3 district is the Highway Commercial District which is intended for larger, more intense commercial uses. She went on to say that basically all commercial uses are permitted under this zoning.
- Mr. Burcroff stated that this rezoning makes all the sense in the world and commends the Community Development and Planning Departments for being proactive and looking at that.
- Ms. Maise stated that the Planning Commission worked long and hard on the Master Plan and the Southern Gateway District and this zoning will be consistent with what's planned.
- Mr. Prybyla stated that this was long overdue and questioned whether any of the ten property owners were Airport Authority or Wayne County.
- Ms. Maise stated yes, that the cell phone lot sits on quite a large parcel and she stated that they met with a representative from Wayne County Airport Authority who encouraged the rezoning.
- Mr. Paul stated he is in agreement with Mr. Burcroff and Mr. Prybyla, that the C-3 zoning is better than manufacturing. He went on to say that people coming off the expressway headed into the Airport are looking for some type of fast food restaurants, not manufacturing.
- Ms. Freitag stated that she believes it makes the property more inviting and commends the Economic Development Department.

Ms. Freitag opened the public hearing for comments and discussion from the public as follows:

- Mr. Daniel Redstone came forward and stated he owns four (4) of the parcels being rezoned and that it has been some years since he's come before the Planning Commission. He is very excited to hear the proactive position that the City of Romulus, the Economic Development Department, the Planning Department and the City Planner are taking in regards to the rezoning. He went on to say that it is a pleasure to know that the city is encouraging development at the south entryway to the Airport. He stated there has been some interest over the years but the economics

of the last five years have reduced that interest but there is beginning to be more interest now. So for businesses wanting to develop in this area, they can read the Zoning Ordinance and know exactly what they can do. He ended by stating that overall he is happy with the rezoning and wanted to say thank you.

Ms. Freitag closed the hearing and opened the meeting for comments and discussion from the commissioners as follows:

No further comments from the commissioners.

Motion by Paul supported by Prybyla to recommend to the City Council approval to rezone 73.32 acres of property as described above from M-1, Light Industrial to C-3, Highway Service District.

Roll Call Vote: Ayes – Paul, Prybyla, McAnally, Lambert, Glotfelty, Zilka, Burcroff and Freitag. Nays – None. Motion Carried

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

10. Reports

A. Chairperson

- Ms. Freitag, on behalf of the entire Planning Commission, expressed her wishes for everyone to have a Merry Christmas.

B. City Planner

- Ms. Maise reported that Speedway is finished up except for the lot split and she stated she is surprised that the Planning Department has not seen anything from Clarion although they have applied for the lot split. She went on to report that Currey's Kennel is an unlicensed kennel that will need special land use approval. Per the court they have until December 26th to at least get an application into the Planning Department so the Commission may see that in January. Terra Contracting which is an outside storage facility may also be ready for Planning Commission review. Ms. Maise also reminded the Planning Commission members that their meeting in January is on the 18th which is on a Wednesday. She went on to say that she has received the first draft of the Medical Marijuana Ordinance, and that it needs to be reviewed and that will come to the Planning Commission in January or February.

11. Reports of Interest Designation

- Mr. Burcroff stated that he just wanted to remind everyone that the next two (2) Council meetings will be on Tuesday's because of the Christmas and New Year's holidays.
- Ms. Freitag stated that she wanted to remind everyone to get their flu shots.

12. Communications - None

- C. Adjournment– Motion by Zilka supported by Prybyla to adjourn the meeting at 7:52 p.m.
Roll Call Vote: Ayes – Zilka, Prybyla, McAnally, Paul, Glotfelty, Burcroff, Lambert and Freitag. Nays – None. Motion Carried.

lm



Daniel McAnally, Secretary
City of Romulus Planning Commission