

COLUMBIA TOWNSHIP PLANNING COMMISSION

SPECIAL MEETING

May 25, 2021
7:00 PM

MEETING HELD IN PERSON AT THE TOWNSHIP OFFICES

MINUTES

Chairperson Wanty called the meeting to order at 7:00 p.m. and the pledge of allegiance was recited.

Roll Call: Mr. Trout called the roll: Present – Chairperson Todd Wanty, Secretary Mike Trout, Mike McKay, Hollis Jeffreys, Bob Jenson. Absent: Vice-Chairperson Roger Gaede, Walter Reed. A quorum was present. Other Attendees: Rick Church, Mark Eidleson, Fr. Tom Helfrich Shaney Gorrell, Dave Swanson.

Approval of Agenda: *Motion by Mr. Trout, supported by Mr. McKay. VOTE: Ayes all. Motion Carried*

Approval of Minutes: *Motion by Mr. McKay, supported by Mr. Jeffreys to approve the minutes with corrections. VOTE: Ayes all. Motion Carried*

Purpose or Purposes of meeting: Public Hearing and Site Plan Review – St. Rita's Church Expansion and G2 Diversified.

Public Comment: The Chairperson opened the public comment period at 7:04 p.m. There were no public comments at this time and the Chairperson closed the public comment period at 7:05 p.m.

Old Business:

- a. Master Plan Survey Review – Chairperson Wanty asked if Commissioners had comments on the Master Plan survey questions. Mr. Trout commented that the questions seemed appropriate and suggested a section where residents could also make general comments.
- b. Planning Commission Bylaws – There was discussion among the members and Mr. Trout requested Mr. Eidleson review the bylaws to ensure they meet the current requirements related to MCL's. Otherwise the consensus is the bylaws are adequate at this time.
- c. G2 Diversified, 11523 Brooklyn Rd. – Site Plan Review of Revised Site Plan: This item was deferred to be considered after the St. Rita's church Public Hearing.

New Business:

- a. St Rita's Church - PUBLIC HEARING

Chairperson Wanty opened the PUBLIC HEARING at 7:10 and called on Father Tom Helfrich to present the proposed project. Fr. Helfrich outlined three main reasons for the 284 sq. ft. expansion.

1. To reclaim classroom space being used for storage.
2. To accommodate the storage needs of the St. Vincent DePaul food pantry.
3. Provide space for high school aged classrooms.

Mr. Dave Swanson, architect for the project summarized the extent of the addition and various upgrades in the plan revision submitted on May 11, 2021, including matching the exterior features. Mr. Jenson asked about ADA parking requirements and Mr. Swanson explained the proximity of the barrier free entrance to the parking lot and the provision of an elevator. Mr. McKay asked Mr. Eidleson about his review letter dated May 24, 2021. Mr. Eidleson highlighted the conditional approval of the Drain Commissioner and that the issues with the parking island and 5' crosswalk have been addressed. He further added that any approval motion should accept the review letter dated May 24, 2021, as the findings of facts and conclusions and also include the condition that all permits be received prior to construction.

Chairperson Wanty closed the PUBLIC HEARING at 7:30 p.m.

Motion by Mr. McKay, supported by Mr. Jeffreys to recommend to the Township Board, Conditional Site Plan Approval of the revised site plan as detailed in the correspondence dated May 24, 2021 from Mark A. Eidelson regarding the Review of the St Rita's Church Expansion Project as the findings of facts and conclusions with the condition that all permits be received prior to construction. VOTE: Ayes all. Motion Carried.

b. G2 Diversified, 11523 Brooklyn Rd. – Site Plan (second) Review

Chairperson Wanty asked the applicant Ms. Gorrell to describe the changes made to the site plan since the last meeting. Ms. Gorrell addressed the review letter provided by Mr. Eidleson in regard to the dumpster location, set back dimensions and acreage, which will be corrected. She indicated a survey has been ordered but there is a significant delay in scheduling due to the pandemic. Ms. Gorrell questioned the parking calculation and Mr. Eidleson explained the requirements for each business (Real Estate Office, Hair Salon, and Tanning Salon). There was extensive discussion related to parking issues including the number of spaces, the gravel surface, ADA, and delineation of spaces. Mr. Trout commented that he would prefer to see fewer spaces in the front yard due to the potential of cars parking in the right-of-way. Perhaps just the ADA spot would be appropriate in front. Ms. Gorrell provided a hand drawing of potential parking configurations. Mr. Eidleson explained that if the applicant disagrees with the parking requirements they have the right to provide justification and request a

modification to the Township Board per section 10.482 of the Zoning Ordinance. Mr. Jenson asked about the MySitePlan drawing and Ms. Gorrell said it was an online site plan service. Mr. Jefferies commented that the deficiencies noted in Mr. Eidleson's review are potentially all correctable issues and in regard to parking it appears that up to 20 spaces could be accommodated based on the sketch provided by Ms. Gorrell. Ms. Gorrell provided some background information regarding the business operations and scheduling that could impact the need for additional parking spaces. It was further discussed and agreed among the Commissioners that any revised plan should include at least 10 spaces to accommodate existing traffic including a barrier free space, with a depiction on the site plan of future paved spaces to be added as needed. Mr. Jenson inquired about the tanning operation and Ms. Gorrell explained the various levels of tanning rays. It was noted that an engineer or architect did not prepare the drawings as required by the zoning ordinance. It was agreed the level of detail and the information provided was sufficient for this repurposing request. It was further agreed that the existing gravel surface is not being modified and should be considered acceptable at this time. Any expanded parking areas will need to be paved.

Motion by Mr. Jeffreys, supported by Mr. Wanty to table until the applicant can revise the site plan, prepare a parking space waiver request, and provide a current legal survey. ROLL CALL VOTE: Wanty – Yes; Trout – Yes; McKay – Yes; Jeffreys – Yes; Jenson – Yes. Ayes all. Motion Carried.

Public Comment - The Chairperson opened the public comment period at 8:33 p.m. There were no public comments at this time and the Chairperson closed the public comment period at 8:34 p.m.

Commissioner Comments: Open discussion between Mr. Eidleson, Mr. Church and the Commission on various requirements of site plan review including the need for clarity in cases where applicants either don't have the resources in a startup business situation to hire professional engineers and/or start to operate without final site plan approval. It was discussed whether the scale of the project should be considered for a less stringent review in cases where the business changes but the use is similar.

Adjournment: *Motion by Mr. Trout supported by Mr. Wanty to adjourn at 8:55 p.m. VOTE: Ayes all. Motion Carried.*

RESPECTFULLY SUBMITTED
MIKE TROUT, SECRETARY