

THESE MINUTES ARE SUBJECT TO FORMAL APPROVAL BY THE WYOMING
PLANNING COMMISSION AT ITS REGULAR MEETING OF MAY 19TH, 2020

PLANNING COMMISSION
MEETING MINUTES OF APRIL 21, 2020
CITY COUNCIL CHAMBERS
CITY OF WYOMING, MICHIGAN

Note: The April 21st Planning Commission Meeting was held virtually in accordance with Governor Whitmer's Executive Order 2020-48.

MEMBERS PRESENT: Arnoys, Chatterley, Goodheart, Hegyi, Micele, VanDuren, Weller,
DeLange

MEMBERS ABSENT: Beuche

Motion was made by Micele and supported by Weller to excuse Beuche.

A vote on the motion carried unanimously.

STAFF PRESENT: Hofert, City Planner
Rynbrandt, Director of Community Services
Brock-Knoper, Recording Secretary
Bell, Community Services Department
Meagher, Community Services Department
Curran, Information Technology

Chair DeLange called the meeting to order at 7:00 PM.

APPROVAL OF MINUTES

The minutes of 1/21/20 were unanimously approved as written.

APPROVAL OF AGENDA

The agenda was unanimously approved as presented.

PUBLIC COMMENT ON NON-PUBLIC HEARING AGENDA ITEMS

There was no public comment. DeLange opened the public hearing at 7:07pm and closed it at 7:10pm.

AGENDA ITEM NO. 1

Request for a Special Use Approval for a drive through restaurant use and request for a Special Use Approval for an urgent care veterinary clinic. The property is located at 5640 Wilson Ave. SW. Includes site plan approval. (Section 32) (Wilson Rd. Dev. LLC).

Hofert presented the general information, conformance with ordinance standards, and findings of fact for this project.

Hofert stated this parcel is part of the larger Reserve PUD. The overall development plan stipulates that this parcel is to be developed to B-1 standards. The developer is requesting two special use approvals on the site. The first is to permit a drive through on the northern retail building to serve a future restaurant tenant.

The second special use request is for an urgent care veterinary clinic in the southern office building. Hofert reminded the Commissioners that urgent care centers, including those which treat animals, were added as a permitted use after special use approval in B-1 districts in 2019. She stated that the veterinary clinic will be open 24 hours and based on their other location's volume of clients, expects that the practice will average less than one patient visit per hour: 10 visits total per weekday, 15 total visits on Saturday and 20 visits total on Sunday. The peak time for visits is between 8am and 5pm where it is expected that there will be 5-6 visits. Overnight activity is primarily monitoring and treating patients until morning. It is expected that there will be 0-1 visits between 10pm and 8am.

Hofert stated that three separate actions by Planning Commission are required. The first two are regarding the special approval request for the drive through and the urgent care veterinary clinic and the third relates to review of the site plan. Three sets of standards are, therefore, applicable and are addressed as follows:

Section 90-507(3) establishes general review standards for special use approval for drive through use:

(a) The possible substantial and permanent adverse effect on neighboring property.

The proposed use is not expected to cause any adverse impact on the neighboring properties.

(b) The consistency with the spirit, purpose and intent of this chapter.

The proposed use would be consistent with the overall purpose of the zoning ordinance, as stated in Section 90-101.

(c) The possible adverse effect upon traffic as related to the streets, churches, schools and any buildings within the immediate area.

The proposed use is not expected to have an adverse effect upon traffic or surrounding uses.

(d) The tendency of the proposed use to create any type of blight within the immediate area.
It is unlikely that the proposed use will create blight within the immediate area.

(e) The economic feasibility for the area.
The proposed use is economically feasible for the area. A drive through restaurant will likely be a popular destination for both the Del Mar and Reserve residents.

(f) Any other factor as may relate to the public health, safety and welfare for persons and property.
There are no other factors to consider.

(g) That all other provisions of this chapter are met for the proposed use.
There are no additional provisions.

Section 90-507(3) establishes general review standards for special use approval for urgent care centers:

(a) The possible substantial and permanent adverse effect on neighboring property.
The proposed use is not expected to cause any adverse impact on the neighboring properties.

(b) The consistency with the spirit, purpose and intent of this chapter.
The proposed use would be consistent with the overall purpose of the zoning ordinance, as stated in Section 90-101.

(c) The possible adverse effect upon traffic as related to the streets, churches, schools and any buildings within the immediate area.
The proposed use is not expected to have an adverse effect upon traffic or surrounding uses. It is expected that the practice will average less than one patient visit per hour.

(d) The tendency of the proposed use to create any type of blight within the immediate area.
It is unlikely that the proposed use will create blight within the immediate area.

(e) The economic feasibility for the area.
The proposed use is economically feasible for the area. Urgent care centers that treat animals are relatively rare and desirable.

(f) Any other factor as may relate to the public health, safety and welfare for persons and property.
There are no other factors to consider.

(g) That all other provisions of this chapter are met for the proposed use.
There are no additional provisions.

Section 90-505 specifies the standards to apply to site plan review:

(1) Adequacy of information. The site plan shall include all required information in sufficiently complete and understandable form to provide an accurate description of the proposed use(s) and structure(s).

The site plan contains an appropriate amount of detail to sufficiently understand the proposed development.

(2) Buildings. Buildings and structures shall meet the minimum dimensional requirements of this article. Redevelopment of nonconforming structures shall bring the site into closer conformity to the extent deemed practical by the review authority. Expansions to nonconforming buildings shall be as provided for in section 90-903.

The plan meets the minimum requirements. This is a vacant lot and the structures will be new construction.

(3) Privacy. The site design shall provide reasonable visual and sound privacy for dwelling units located adjacent to the site. Walls, berms, barriers and landscaping shall be used, as appropriate, for the protection and enhancement of property and the privacy of adjacent uses.

The plan meets minimum requirements. A minimum 6' tall solid fence will be erected along the eastern property boundary separating the commercial use from the adjacent residential use.

(4) Preservation of natural areas. The landscape shall be preserved in its natural state, insofar as practicable, by strategic building placement, minimizing tree and soil removal, alteration to the natural drainage courses, and the amount of cutting, filling and grading. Insofar as practical, natural features and the site topography shall be incorporated into the proposed site design.

The site is currently vacant with little vegetation. Some grading will be required to make the site usable.

(5) Drainage. Stormwater management system and facilities shall preserve natural drainage characteristics and enhance the aesthetics of the site to the maximum extent possible, and shall not substantially reduce or increase the natural retention or storage capacity of any wetland, water body, or watercourse, or cause alterations which could increase flooding or water pollution on or off the site.

Applicant must meet Engineering's conditions for approval related to drainage and stormwater management.

(6) Soil erosion. Measures are included to prevent soil erosion and sedimentation.

Appropriate measures are provided.

(7) Ingress and egress. Every structure and dwelling unit shall be provided with adequate means of ingress and egress via public streets and walkways. Access to the site shall be located and designed to ensure minimal impact on the safety and efficiency of traffic flow

along all adjoining roadways. All access points shall comply with the access management requirements of section 90-603.

Adequate ingress and egress are provided. The site is served by two access points, a shared entry off of 56th St SW and a shared entry off Wilson Ave SW.

(8) Emergency vehicle access. All buildings and site circulation shall be arranged to permit emergency vehicle access by practicable means to all buildings and areas of the site.

Adequate circulation and emergency vehicle access is provided.

(9) Vehicular circulation layout. The arrangement of public or common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets and pedestrian pathways in the area. Public streets adjacent or through the proposed development shall be required when it is essential to promoting and protecting public health, safety and general welfare and to provide continuity to the public road system.

No internal streets are proposed.

(10) Pedestrian circulation. The site plan shall provide a pedestrian circulation system which is insulated as completely as is reasonably possible from the vehicular circulation system.

The site has a pedestrian connection to the walking trail that traverses the Reserve development. This will make the site easily accessible by foot for residents of the Continental apartments, Redwood condos, and Reserve single family homes.

(11) Traffic impact. The expected volume of traffic to be generated by the proposed use shall not adversely affect existing roads and traffic patterns. Roadway access shall minimize excessive vehicle traffic on local residential streets to reduce the possibility of any adverse effects upon adjacent property. Projects expected to have 50 or more peak hour directional trips or 500 or more vehicle trips daily shall provide a traffic impact study, as outlined in subsection 90-504(3), above.

No adverse impact on existing roads or traffic patterns is anticipated.

(12) Public services. The scale and design of the proposed development shall facilitate the adequate provision of services currently furnished by or that may be required of the city or other public agency including, but not limited to, fire and police protection, stormwater management, sanitary sewage removal and treatment, traffic control and administrative services.

The proposed development can be served by the existing services and utilities.

(13) Site redevelopment. Redevelopment of existing sites shall conform to the site improvement provisions of this article to the extent deemed practical by the reviewing authority. The extent of upgrade to site improvements shall be relative to and proportionate with the extent of redevelopment or expansion in accordance with the nonconforming site requirements of section 90-903.

The site is currently vacant.

Hofert stated that the Development Review Team recommends that Planning Commission grant Special Use Approval for the drive through use.

In a separate motion, the Development Review Team recommends that Planning Commission grant Special Use Approval for the veterinary urgent care clinic.

In a final motion, it is recommended that Planning Commission grant site plan approval for the Wilson Rd. Dev. LLC "The Reserve – Commercial" site plan dated 10/17/2019 subject to conditions 1-12:

1. Developer shall provide storm water calculations prepared by a licensed Civil Engineer for review and approval of the Engineering Department. Storm calculations shall use the current standards set forth by the Kent County Drain Commission.
 - a. Storm water master plan identifies this water to go to Wilson Avenue.
2. The Engineer shall provide cross sections for entry drive and walking path. Ensure path meets all current ADA standards.
3. Developer shall participate in storm sewer cost sharing.
4. Site Plan shall show Continental crosswalk for path at northerly drive.
5. Site Plan must clearly show how low points along Wilson Avenue and adjacent to south drive approach are drained or corrected.
6. Engineer shall verify water service size and need.
7. Developer shall verify if a fire line is required. If yes, fire line site plans shall be submitted for City of Wyoming's review and approval.
8. Engineer shall include Wyoming details for drive approach, curb and gutter, fire hydrant, testing and chlorination per Wyoming Specifications.
9. Engineer shall include Wyoming details for Curb and Gutter, Fire Hydrant, Testing and Chlorination per Wyoming Specifications.
10. Developer shall provide knox boxes.
11. Developer shall provide one fire hydrant on the SE drive between new buildings in island.
12. The two proposed monument sign locations on Wilson Ave SW and 56th St SW are approved. No additional monument signs may be added to the site. The proposed sign shown on the southern building on the east elevation is not permitted. The developer will need to submit a completed sign package to Building Inspections for final approval.

Chair DeLange opened the public hearing 7:25pm and closed it 7:26pm. There was no public comment.

Chair DeLange then invited the developer of the project to comment.

James Sharba, Granger Group, congratulated the City staff on pulling an electronic meeting together successfully. He expressed that his company is very excited about this next phase of the Reserve Project and that he believes it will bring a lot of economic stimulus to the area. The buildings were designed in an aesthetically pleasing manner, with a combination of rural and urban design elements. They believe it will be a pleasing development to the nearby neighborhood. He related that Mike Johnson, Granger Group, and Justin Longstreth, Moore and Bruggink, were also present at the meeting to answer any questions.

Motion was brought by Weller that a Special Use approval for restaurant drive through use is granted as recommended by the Development Review Team. The motion was seconded by Arnoys.

Micele had a question regarding restaurant use. He wondered if there would be any indoor seating for the restaurant and if so, what would the seating capacity be? Sharba and Hofert replied that there is no signed tenant for the space yet, but that the intent is to provide indoor seating as well as a drive through option. Hofert clarified that the approval would help the developer attract potential tenants to the property.

Goodheart asked Hofert about how much queuing space is needed for the drive through as no stacking is shown on the site plan on the north side of the building for a drive through. He asked an additional question on the circulation information on the drive through.

Hofert replied that in terms of traffic, the drive through window would be in the northwest corner of the building to allow for vehicles to stack along the north and northeast edges of the building, and that the developer worked with the City on making sure traffic would not be adversely affected. The amount of drive through lane shown on the plan is sufficient for staking based on similar uses. The restaurant tenant would likely be a fast-casual style instead of something intensive and sit-down in nature. Hofert related that wayfinding would be needed and that the City would work with developer to identify proper placement. The parking plan and drive through placement has been reviewed and approved by the City Engineer and Fire Marshall. The sign package will be submitted for approval at a different time.

Goodheart asked if item 5 on Page 5 is a condition to approval. Hofert indicated that it was not a condition to final approval, and that when final construction documents are turned into the engineering department, the City Engineer will review them for final approval.

The motion to grant the Special Use Approval for the drive through passed unanimously.

Chair DeLange then asked staff if they had anything to add to the Special Use request for the veterinary urgent care clinic. Staff indicated they had no additional information to add.

Chair DeLange opened the public hearing at 7:38pm and closed it at 7:39pm. There was no public comment.

Motion was brought by Micele that the Commission grant Special Use Approval for the veterinary urgent care clinic as recommended by the Development Review Team. The motion was seconded by Hegyi.

Micele commented that he thinks this development will be quite an added benefit to those in the community. There were no other comments or questions from Commissioners.

The motion to grant the Special Use Approval for the veterinary urgent care clinic passed unanimously.

Chair DeLange then asked staff if they had anything to add to the site plan approval request. Staff indicated they had no additional information to add.

Motion was brought by Weller that the Planning Commission grant site plan approval for the Wilson Rd. Dev. LLC "The Reserve – Commercial" site plan dated 10/17/2019 subject to conditions 1-12 as recommended by the Development Review Team. The motion was seconded by Hegyi.

There was no conversation by the Commissioners and the motion for site plan approval passed unanimously.

AGENDA ITEM NO. 2

Request to amend Zoning Code Section 90-1605 Standards For All Building Types. (Wyoming Planning)

Hofert presented the general background of the proposed ordinance amendments.

Hofert explained that the City of Wyoming restricts the size and use of accessory buildings in Form Based Code Areas. Currently accessory buildings are permitted to contain a garage or home office space. They are restricted in size to 600 square feet. When the Form Based Code was adopted there were references made to the allowance of Accessory Dwelling Units (ADUs) on the second story of accessory buildings, however no formal rule exists in the code to permit them. Staff is frequently asked if the units are permitted.

This amendment permits Accessory Dwelling Units (ADUs) on the second story of accessory buildings in Form Based Code districts when the accessory building is paired with single family or two family building types. Accessory buildings shall not exceed 600 square feet on the ground floor and may not exceed the height restriction of the district. Accessory buildings shall be

located in the rear of the lot and be setback of minimum of three (3) feet from the rear and side yard property lines.

Hofert stated that the Development Review Team recommends that the Planning Commission adopt the recommended *Section 90-1605* text amendments and recommend the same to Council.

Chair DeLange opened the public hearing at 7:45pm and closed it at 7:46pm. There was no public comment.

A motion was entered by Arnoys that the Planning Commission adopt the recommended *Section 90-1605* text amendments and recommend the same to Council. Hegyi seconded.

Arnoys commented that the proposed amendment is beneficial for the community.

The motion passed unanimously.

AGENDA ITEM NO. 3

Request for Site Plan Approval for Union Suites at Michael. The property is located at 3566 Michael Avenue SW (Section 14) (Union Suites, LLC).

Hofert related that the project is referred to as "Union Suites at Michael." It will be a 163-unit dedicated affordable senior housing complex consisting of apartment and townhome style housing. The project includes the redevelopment of the existing former AT&T building into an 80 unit apartment and includes a three-story addition that will provide an additional 53 units. The units will be a mix of 1 and 2 bedroom. The project also includes 30 townhomes.

Buildings have varied roof lines, high quality finishes, including a mostly brick exterior (approximately 73% brick coverage for the whole site). The project includes 1.52 acres of open space that includes a walking trail, covered patio, and gathering areas. The project also includes a rain garden in the parking lot.

Hofert then outlined the following staff comments:

1. Parking –The project provides 215 spaces or 1.36 parking spaces per residential unit and meets the minimum requirements. The project provides a variety of parking options including attached garages, covered parking (unattached), and uncovered parking.
2. Traffic Impact Analysis- The report was submitted to and accepted by the Engineering Department during the preliminary PUD review and approval.
3. Building Materials- The developer has provided building elevations with varied roof and wall lines and a commitment to more durable and aesthetically pleasing building materials and finishes including a commitment to include a minimum 73% brick building coverage across the site.
4. Modifications to minimum requirements – The development includes the following dimensional requirements which were approved by City Council on March 2, 2020:

- a) 15' front yard setback along Michael Ave.
- b) 27.6' rear yard setback
- c) 9' spacing between buildings along Michael Ave.

Hofert stated that the Development Review Team recommends that the Planning Commission grant the final PUD-4 site plan approval for 3566 Michael Ave SW subject to conditions 1-10:

1. Developer shall provide storm water calculations prepared by a licensed Civil Engineer for review and approval of the Engineering Department. Storm calculations shall use the current standards set forth by the Kent County Drain Commission.
 - a) All storm sewer within the public right-of-way shall be reinforced concrete pipe.
 - b) Provide details for storm sewer connections in Michael Avenue.
 - c) Provide easement rights showing rights for off-site drainage.
2. The Engineer shall certify the construction of the detention basin upon completion. The certification shall verify with as-built survey the pond grading meets all relevant grades, required volumes and release rates per the approved storm water design. The survey information and certification shall be sent to the Engineering Department and is required prior to receiving building occupancy permit.
3. Developer shall provide soil percolation tests and soils report for review and approval of the Engineering Department.
4. Developer shall install an irrigation system along the entire street frontage.
5. Developer shall provide signage for fire lane access.
6. Site Plan shall show all existing and proposed utilities.
 - a) Show water service(s) and fire line(s) for existing building.
 - b) Show sanitary lateral(s) for existing building.
 - c) Eliminate storm sewer under proposed building.
 - d) Domestic water services shall connect to public watermain (not private).
7. Developer or their Engineer shall provide a digital copy of record drawings showing all underground utilities and locating measurements, inverts, details, restraining lengths etc. upon construction completion. Plans shall be mailed or emailed to the Engineering Department within 30 days of construction completion. If available, plans shall be sent in a format compatible with AutoCAD.
8. Engineer shall include Wyoming details for Drives Approaches, Curb and Gutter, Fire Hydrant, Testing and Chlorination per Wyoming Specifications.
9. Developer shall provide Knox Access systems.

10. Developer shall work with the Rapid to install the covered shelter at the bus stop on Michael Ave. Covered shelter shall be provided prior to issuance of Certificate of Occupancy.

Weller entered a motion that the Planning Commission grant the final PUD-4 site plan approval for 3566 Michael Ave SW subject to conditions 1-10 as recommended by the Development Review Team. Hegyi seconded the motion.

Chair DeLange asked if the developer would like to make a statement.

Tom Ralston, developer for the Union Suites project, thanked the Commission for the opportunity to present and noted that he and the architect for his company were on the call and available for questions.

Nick Lovelace, developer for the Union Suites project, related that the important details of the project were outlined already by Hofert. He let the group know that his company has already started to work through conditions 1-10. He said that the project will be a great senior housing resource for the community. The developer has funding secured already and are just hoping for final PUD-4 site plan approval from the Planning Commission.

Weller asked if the fire lane on the east side of the building that wraps around to the outdoor cooking space will be open to traffic. He's concerned that people will use that lane as a shortcut, which is not desirable.

Hofert replied that the fire lane is designated only for fire truck access and will function as wide walking trail for residents. There is currently no gate proposed along 36th St SW, however one could be provided in the future if needed.

Chatterley had a question about traffic patterns when people were trying to turn into the development from 36th Street SW given that that turning lane is very short. She wondered if that would create any traffic problems.

Hofert replied that there would be two entrances to the development off of Michael Avenue and none off of 36th street. Hofert reminded the Commissioners that a traffic impact analysis had been completed by the developer and accepted by the City Engineer.

Goodheart asked the developer if any of the existing asphalt was going to be retained and the developer replied that all the asphalt would be replaced during this project.

The motion for final site plan and PUD-4 approval passed unanimously.

AGENDA ITEM NO. 4

Request for Preliminary Plat Final Approval for Rivertown Valley Phase V. The property is located at Wilson and 56th (Section 32) (TMGB Wilson LLC).

Hofert presented the particulars of the project. This request is for Phase Five of a larger project. This phase includes a large section of Reserve Drive.

Hofert explained that the platting of property is a three-step review by both the Planning Commission and City Council. The first step is Preliminary Plat – Tentative Approval which authorizes the basic lot sizes, orientation and street layout, with preliminary engineering. Preliminary Plat- Tentative Approval was approved by Planning Commission on November 19, 2019, and City Council on December 2, 2019.

The second step is Preliminary Plat – Final Approval which provides full engineering detail for the construction of the plat.

The third step is Final Plat Approval, which generally occurs after the plat is completed with the City accepting the development.

Phase Five includes 12 lots all developed to R-1 standards as dictated in the approved Overall Development Plan.

Hofert stated that the Development Review Team recommends that the Planning Commission grant Preliminary Plat Final Approval and recommend the same to City Council subject to conditions 1-7:

1. Parcel -057 will need to be combined with parcels 41-17-32-300-055 and -056.
2. Developer shall define the north-south area between lots 174 and 173 as open space or define ownership and maintenance responsibilities. Clarify labels and dimensions of the area.
3. Developer shall provide restrictive covenants for current phase.
4. Developer shall show proper trail alignment throughout all phases of development.
 - a) Show trail route north of proposed club house and parking area. Currently dead ends without a connection.
 - b) Show ADA compliant trail along Reserve Drive adjacent to mid-block crossing. Ten-foot wide trail sections meeting ADA standards are required for trail sections in Reserve right-of-way.
 - c) Trail route in Phase VIII shown routed through Looking Glass Ct. right-of-way, lots 274, 275, 286, 287, 288. Provide future routes for all phases.
 - d) Provide easements for all trails in current and future phases.
 - e) Provide easement areas for all open space in all phases.
5. Engineer shall show minimum basement opening elevations on all lots in Phase V.
6. Clarify notes on plan.
 - a) Note 5: Clarify proposed sign location and provide sign easement information. Locate outside existing utility easement. Clarify sign maintenance responsibilities, landscaping responsibilities, lighting, power source, etc.
 - b) Note 8: Refers to Phase IV.
 - c) Add additional Note 9: Wilson Avenue modifications shall be constructed as part

- of Phase V construction.
- d) General Notes: Address is listed as 3450 - 56th St. Site address is 5972 Wilson Ave.
 - e) Areas: Largest Lot: 20,328.28 SFT (0.38 Acres) – Provide correct information.
 - f) Show current parcel number information
7. Developer shall participate in storm sewer cost sharing.

Hegy entered a motion that the Planning Commission grant Preliminary Plat- Final Approval for Rivertown Valley Phase V and recommend the same to the City Council subject to conditions 1-7, as recommended by the Development Review Team. Micele seconded the motion.

Chair DeLange asked if the developer would like to make a statement.

Mike Johnson, Granger Group, commented that he and Justin Longstreth, Moore and Bruggink, are very excited for the project because it would offer a new path of transportation through the development. Johnson thanked the Commission for their time.

Weller had a question about whether a future trail route that shows up on the site plan is actually running through four different house lots. He wondered if that was accurate information.

Longstreth responded that one of the reasons that trail is shown the way that it is on the map is that there are some regulated wetlands in that area that will be involved in future phases of the plat. Any changes that would be made to the wetland areas would require prior approval by the State of Michigan. They are presenting the maps the way they are now in order to get preliminary approval from the Commission with the understanding that they will need to get State approval in the future.

The motion for Preliminary Plat- Final Approval for Rivertown Valley Phase V passed unanimously.

OLD BUSINESS

There was no old business.

INFORMATIONAL

There was no additional informational content.

PUBLIC COMMENT

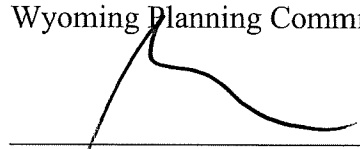
There was no public comment.

ADJOURNMENT

Arnoys thanked the City staff for putting this online meeting together.

The meeting was adjourned by DeLange at 8:12 p.m.

William Heygi, Secretary
Wyoming Planning Commission



Stephanie Brock-Knoper, Recording Secretary
Wyoming Planning Commission