

ACTION REQUESTED: Approval of site plan
APPLICANT: Alexander J. Temple, P.E.
OWNER: Northwestern Professional Center, LLC

Referring to his October 7, 2020 memorandum, and utilizing a PowerPoint presentation shown on the Zoom screen, Planning Consultant Tangari gave the review for this request for site plan approval, to place a stand-alone drive-up ATM in the parking lot. Drive-through uses were permitted as accessory to financial institutions in the OS-1 District. This ATM would be accessory to the State Bank branch located in the office building on the site.

Outstanding issues included:

- Regarding dimensional requirements, all setbacks to the ATM should be measured and labeled on the plan. The east side setback appears not to be met. The ATM appears to be approximately 6 feet from the side property line. The abutting property is a residential district; the required setback is 20 feet.
- Regarding stacking spaces, the drive-up ATM does not require parking spaces, though it does require three stacking spaces, including the vehicle at the ATM (per Section 34-5.2.12.L). The plan shows the three stacking spaces occurring in the drive lane. While the stacking spaces do not block any parking spaces, they do require stacking vehicles to face in the wrong direction in the driveway aisle of the parking lot, potentially creating conflicts in overall circulation on the site. Per Section 34-6.1.2.B), in the process of reviewing a site plan, the planning commission shall consider the traffic circulation features within the site and the location of automobile parking areas.
- The proposed ATM structure includes the ATM itself, a large carat-shaped structure that is shaped like an element of the bank's logo, and a tower/canopy structure with signage.
- Regarding signage, the total square footage of the signage proposed as part of this structure is difficult to determine as not all dimensions are provided. However, not including the carat structure, there appears to be roughly 60-65 square feet of total signage. The site has an existing ground sign of undetermined size, as well as two wall signs.

Signs require a separate application and approval. However, it appears that the amount of proposed signage exceeds the permitted sign area for freestanding signs on an OS-1 parcel (32 square feet); much of the signage also exceeds the six-foot height limit of the district. It could also be argued that the carat structure is itself a sign, subject to the sign regulations of the ordinance. All signage should be removed from the site plan and included in a separate sign permit application.

- Regarding pedestrian connections, the site does not appear to have the required pedestrian connection to the Northwestern Highway sidewalk. The planning commission may choose to accept this as an existing condition for a project of this scope.

In response to a question from Commissioner Schwartz, Planning Consultant Tangari said that the east side setback deficiency would require a variance from the Zoning Board of Appeals.

Commissioner Orr pointed out that the east setback was shown as 10 feet, and measured to a wall and not the property line. In any event, the residential district required a 20 foot setback.

City Planner Stec said the property to the east was under an RA-1 Zoning District but was an office use that had been developed under a consent judgment, and a 10-foot setback might be all that is required.

Alexander Temple, Rowe Professional Services Company, 27280 Haggerty Road, Farmington Hills, was present on behalf of this application for site plan approval. He had reviewed the consultant's comments, and made the following points:

- They had assumed they could use the 10-foot setback. The neighboring property is zoned residential, but has been developed as office space.
- Regarding the signage on the kiosk, as well as the kiosk being shaped as a sign, State Bank would either comply with sign requirements or seek a variance during the sign permit and approval process. Tonight they were seeking approval of the kiosk location only.

Seeing that discussion had ended, Chair Stimson indicated he was ready to entertain a motion.

MOTION by Countegan, support by Orr, that Site Plan 57-9-2020, dated September 24, 2020, submitted by Alexander J. Temple, be approved because it appears to meet all applicable requirements of the Zoning Chapter,

Subject to the following condition:

- The ATM will be relocated or a dimensional variance granted if the City determines that the minimum 10 foot side yard setback from the office property to the east, developed under the OS-1 standards per consent judgment, is not permitted.

And with the following finding:

- Pedestrian connection to Northwestern Highway is not required.

Roll call vote:

Yeas: Brickner, Countegan, Mantey, Orr, Schwartz, Trafelet, Turner, Stimson
Nays: None
Absent: None
Abstentions: None

MOTION carried 8-0.

City Planner Stec advised that all signs, including the large orange logo portion of the ATM kiosk, will have to be addressed under a separate sign permit(s). The sign will need to be modified to comply with ordinance standards, or appropriate relief granted by the Zoning Board of Appeals.

B. SITE PLAN 58-10-2020

LOCATION: 29141 Twelve Mile Rd.
PARCEL I.D.: 23-13-126-002
PROPOSAL: Outdoor covered pavilion on an existing concrete pad located at a place of worship in RA-2, One-family Residential District
ACTION REQUESTED: Approval of site plan
APPLICANT: Kostadin Krajev
OWNER: St. George of Kratovo

Referring to his October 7, 2020 memorandum, and utilizing a PowerPoint presentation shown on the Zoom screen, Planning Consultant Tangari gave the review for this request for site plan approval, to

construct an outdoor covered pavilion on an existing concrete pad located at a place of worship in an RA-2, One-Family Residential District. The site is occupied by the St. George of Kratovo Macedonian Orthodox Church. There is a large concrete pad (3,726 square feet) in the rear yard; there are roughly a dozen picnic tables placed on this pad. The proposed pavilion would be a 3,456 square foot open-air pavilion behind the existing church.

Planning Consultant Tangari noted that a previously approved banquet hall had never been constructed.

Outstanding issues included:

- The applicant should provide the Planning Commission with a description of the expected hours of operation of the pavilion and frequency of use, whether any evening activities are proposed, and whether or not the pavilion will be in use when the building is in use.
- Per the applicant, there would be no electricity and no lighting for this pavilion.
- The site does not have a pedestrian connection to the 12 Mile sidewalk. The planning commission should determine whether to require one at this time (the banquet hall plans from 2018 included a connection).
- The existing trash enclosure is proposed to remain; the enclosure does not appear to have a required gate.

Kostadin Krajev, Church Board President, was present on behalf of this application for site plan approval. He made the following points:

- The purpose of the pavilion was to provide an alternative to indoor gatherings after church services, and that would be its main time of use.
- They would install the dumpster enclosure gate.

City Planner Stec said that this detached accessory structure needed to be the minimum 10 foot distance from the church building; this dimension should be added to the site plan.

Commissioner Schwartz said that since this use was less intense than the banquet hall approved previously, he was ready to offer a motion.

MOTION by Schwartz, support by Trafelet, that Site Plan 58-10-2020, dated September 22, 2020, submitted by Kostadin Krajev, be approved because it appears to meet all applicable requirements of the Zoning Chapter, subject to the following conditions:

- The pavilion shall not be provided with electrical service or lighting.
- The pavilion shall be a minimum of 10 feet from the church building.
- Dumpster enclosure gates are provided.

Roll call vote:

Yeas:	Brickner, Countegan, Mantey, Orr, Schwartz, Trafelet, Turner, Stimson
Nays:	None
Absent:	None
Abstentions:	None

MOTION carried 8-0.

APPROVAL OF MINUTES September 17, 2020

MOTION by Orr, support by Trafelet, to approve the September 17, 2020 meeting minutes as published.

Roll call vote:

Yeas:	Brickner, Countegan, Mantey, Orr, Schwartz, Stimson, Trafelet, Turner
Nays:	None
Absent:	None
Abstentions:	None

MOTION carried 8-0.

PUBLIC COMMENT

No public indicated that they wanted to speak.

COMMISSIONERS' COMMENTS

November meetings will include a study session on November 5 and a regular meeting on November 19.

ADJOURNMENT:

MOTION by Orr, support by Trafelet, to adjourn the meeting at 8:08 pm.

Roll call vote:

Yeas:	Brickner, Countegan, Mantey, Orr, Schwartz, Stimson, Trafelet, Turner
Nays:	None
Absent:	None
Abstentions:	None

MOTION carried 8-0.

Respectfully Submitted,
John Trafelet
Planning Commission Secretary

/cem