

**CHARTER TOWNSHIP OF VAN BUREN
PLANNING COMMISSION - VIRTUAL MEETING ON ZOOM
August 26, 2020
MINUTES**

Prior to the start of the meeting, the public was given instructions on how to take part in the meeting.

Chairperson Thompson called the meeting to order at 7:31 p.m.

ROLL CALL:

Present: Franzoi, Jahr, Boynton, Kelley, Atchinson and Thompson.

Excused: Budd.

Staff: Director Power, Director Best and Secretary Harman.

Planning Representatives: McKenna Associate, Vidya Krishnan.

Applicant(s) in Attendance: Beth Ernat of Clover Development and Brad Gilbert of Gilbert Homes.

Audience: Nine (9).

APPROVAL OF AGENDA:

Motion Boynton, Kelley second to approve the agenda of August 26, 2020 as presented.

Roll Call:

Yeas: Atchinson, Kelley, Boynton, Jahr, Franzoi and Thompson.

Nays: None.

Absent: Budd.

Motion Carried.

APPROVAL OF MINUTES:

Motion Boynton, Kelley second to approve the regular meeting minutes of August 12, 2020 as presented.

Roll Call:

Yeas: Franzoi, Jahr, Boynton, Kelley, Atchinson and Thompson.

Nays: None.

Absent: Budd.

Motion Carried.

PUBLIC HEARING:

ITEM #1: 19-040 – CLOVER DEVELOPMENT – PUBLIC HEARING FOR PROPOSED SENIOR HOUSING FACILITY.

TITLE: THE APPLICANT, CLOVER COMMUNITIES OF VAN BUREN LLC, IS REQUESTING SPECIAL LAND USE APPROVAL FOR THE CONSTRUCTION OF A PROPOSED SENIOR HOUSING FACILITY WITH 125 INDEPENDENT SENIOR HOUSING UNITS.

LOCATION: THE PROPERTY IS LOCATED ON THE WEST SIDE OF BELLEVILLE ROAD, BETWEEN TYLER ROAD AND ECORSE ROAD AND IS ZONED C-2 (EXTENSIVE HIGHWAY BUSINESS) DISTRICT. THE PARCEL IS +/- 17.7 ACRES IN AREA INCLUDING +/- 15.8 ACRE DEVELOPMENT SITE AND A +/- 1.9 ACRE OUT PARCEL.

Motion Boynton, Kelley second to open the public hearing.

Roll Call:

Yeas: Atchinson, Kelley, Boynton, Jahr, Franzoi and Thompson.

Nays: None.

Absent: Budd.

Motion Carried.

Director Power informed Commissioners and the audience that the applicant, Clover Development, has agreed to postpone the consideration for special land use and the preliminary site plan request in order to give additional time for staff review. Director Power recommended the public hearing should be opened but not closed and should be adjourned to a future date as early as the regular meeting on September 9, 2020 at which time the Planning commission may re-open the public hearing and act on the special land use and preliminary site plan requests.

Beth Ernat of Clover Development was available to answer any questions and looks forward to returning in two (2) weeks with updated plans. Clover Development has already received phone calls from residents looking for apartments.

Motion Kelley, Boynton second to adjourn the public hearing to the September 9, 2020 Planning Commission meeting.

Roll Call:

Yeas: Jahr, Boynton, Kelley, Atchinson, Franzoi and Thompson.

Nays: None.

Absent: Budd.

Motion Carried.

NEW BUSINESS:

ITEM #1: 20-019 – GILBERT HOMES COUNTRY WALK – SITE PLAN AMENDMENT.

TITLE: THE APPLICANT, GILBERT HOMES, IS REQUESTING AN AMENDMENT TO THE APPROVED COUNTRY WALK SITE PLAN FOR REVISED SINGLE-FAMILY ARCHITECTURAL ELEVATIONS.

LOCATION: THE UNFINISHED COUNTRY WALK SUBDIVISION IS THE SUBJECT OF THE REQUEST. THE DEVELOPMENT IS LOCATED ON THE EAST SIDE OF THE MARTINSVILLE ROAD AND NORTH OF SAVAGE ROAD.

Brad Gilbert of Gilbert homes gave the presentation. Mr. Gilbert displayed a PowerPoint presentation of three new home elevations for the Country Walk and Arlene Arbors subdivisions.

The new elevations are 2,083 square feet, have four (4) bedrooms, two (2) and half baths and 12/6 roof pitch. Gilbert Homes has sixteen (16) lots in Country Walk and eight (8) lots in Arlene Arbors to develop, of the eight (8) lots in Arlene Arbors four (4) will require side-entry garages. The new elevations have previously been built in the Townsend Park subdivision located in the Township. Mr. Gilbert displayed aerial overviews of both developments identifying the location of the remaining lots.

Director Power presented his staff review letter dated 8-19-20 recommending the Planning Commission approve the site plan amendment to the Country Walk development for the addition of the proposed “new primary”, “new alternate” and “new secondary alternate” elevations, to be built by Gilbert Homes based on the following conditions:

1. Township Planning staff shall review each application for a new single-family home in the Country Walk development in order to determine that the new home meets the required setbacks and that the elevation meets the Township’s “substantially different” architectural design standards set forth in the PRD agreement.
2. The proposed elevations must include a side-entry garage where it is required on any of the lots in Country Walk Phases III and IV, pursuant to the requirement that a minimum of 30% of all units in the Country Walk development are side-entry garages.

Commissioner would like for the remaining lots in Country Walk Phase III to be built with the previously approved home elevations. Mr. Gilbert informed the Commission that there are only two (2) lots remaining in Country Walk Phase III and they have already been approved with the previous home elevations, the new elevations will only be in Phase IV.

Motion Kelley, Atchinson second to grant the applicant, Gilbert Homes, an amendment to the approved Country Walk site plan for revised single-family architectural elevations, based on the analysis and subject to the conditions in the staff review letter dated 8-19-20.

Roll Call:

Yeas: Jahr, Boynton, Kelley, Atchinson, Franzoi and Thompson.

Nays: None.

Absent: Budd.

Motion Carried. (Letter Attached)

ITEM #2: 20-023 – GILBERT HOMES ARLENE ARBORS – SITE PLAN AMENDMENT.

TITLE: THE APPLICANT, GILBERT HOMES, IS REQUESTING AN AMENDMENT TO THE APPROVED ARLENE ARBORS SITE PLAN FOR REVISED SINGLE-FAMILY ARCHITECTURAL ELEVATIONS.

LOCATION: THE UNFINISHED ARLENE ARBORS SUBDIVISION IS THE SUBJECT OF THE REQUEST. THE DEVELOPMENT IS LOCATED BETWEEN SUMPTER ROAD AND MARTINSVILLE ROAD, SOUTH OF SAVAGE ROAD.

No additional comments from the applicant.

Director Power presented his staff review letter dated 8-19-20 recommending the Planning Commission approve the site plan amendment to the Arlene Arbors development for the addition of the proposed “new primary”, “new alternate” and “new secondary alternate” elevations, to be built by Gilbert Homes based on the following conditions:

1. Township Planning Staff shall review each application for a new single-family home in the Arlene Arbors development in order to determine that the new home meets the required setbacks and that the elevation meets the Township’s “substantially different” architectural design standards set forth in the PRD agreement.
2. The applicant will need to ensure that use of at least four (4) side entry garages on the remaining eight (8) lots which are being developed.
3. The applicant should confirm they have a current architectural approval from the Home Owners Association of Arlene Arbors.

No questions or comments from the Commission or the audience.

Motion Kelley, Franzoi second to grant the applicant, Gilbert Homes, an amendment to the approved Arlene Arbors site plan for revised single-family architectural elevations, based on the analysis and subject to the conditions in the staff review letter dated 8-19-20.

Roll Call:

Yeas: Atchinson, Kelley, Boynton, Jahr, Franzoi and Thompson.

Nays: None.

Absent: Budd.

Motion Carried. (Letter Attached)

GENERAL DISCUSSION:

Director Power informed the Commission and the audience that the Charter Township of Superior has sent their letter of intent to update the Master Plan and the Township will have access to their plans. The next Planning Commission meeting will be held on September 9, 2020.

ADJOURNMENT:

Motion Boynton, Atchinson second to adjourn the meeting at 8:03 p.m. Motion Carried.

Respectfully submitted,

Christina Harman
Recording Secretary



Memo

TO: Van Buren Township Planning Commission

FROM: Dan Power – Director of Planning and Economic Development

RE: SPR 20-019 Site Plan Amendment for Gilbert Homes regarding New Architectural Elevations in Country Walk Subdivision

DATE: August 19, 2020

The applicant, Gilbert Homes, is requesting architectural approval for three (3) façade elevation variations of a new home plan for residential dwellings in the Country Walk development. These façade elevations are labeled as “new primary”, “new alternate”, and “new secondary alternate”. They should be compared against the builder’s existing portfolio of approved elevations previously approved in 2016 by the Planning Commission labeled “current primary (bay)”, “current alternate (porch)”, and “current secondary alternate (peak)”.

There is an existing Planned Residential Development (PRD) Agreement in place for the property which was approved in 2002 and amended in 2005 which had previously expired. A Memorandum of Understanding (MOU) between Van Buren Township, the Country Walk Three Homeowners Association, the Country Walk Four Homeowners Association, and Blue Country Walk, LLC was executed in July 2015 which outlined the responsibilities of the parties with regards to the completion of the development and required compliance with the PRD agreement.

Gilbert Homes has acquired and built on twelve (12) lots from Blue Country Walk, LLC has recently acquired sixteen (16) additional lots with the intention of building single family homes on these lots. Two (2) of these lots are in Phase III of Country Walk and fourteen (14) are in Phase IV. The submitted new model with three (3) elevation variations is subject to the PRD agreement, the MOU, and the standards of the Zoning Ordinance, specifically section 5.115 which addresses specific architectural standards in these types of development. The following is my review of the submittals based on the conditions in the MOU, the PRD agreement, and the Zoning Ordinance.

Comments

1. Site Plan

The setbacks, as described in the approved site plan for the Country Walk development, depict a front and rear setback of 25’ and a required side yard setback of 10’. The lot sizes in the development vary in width from 75’ to 61’ and in depth from 120’ to 125’.

The applicant has submitted dimensions for proposed house plans including front-entry garage and side-entry garage models. The models have dimensions of 40' wide by 44' deep. This will fit on all lots with the required setbacks.

2. Floor Area

The PRD agreement requires that the square footage of homes for the 536 units in the subdivision will average at least 1,750 square feet. According to the plan provided the square footage of the proposed model units will be 2,083 square feet. The "current" model units will be 2,068 square feet. The PRD agreement requires the average, not minimum, square footage to be 1,750 square feet, across the scope of the development. Staff will evaluate what is existing in the development and ensure that the entire development maintains this requirement.

3. Facade Elevations

The Zoning Ordinance and the PRD agreement have specific requirements to ensure that the Township's "Substantially Different" architectural design standard is met. Section j(ix) of the PRD agreement specifically requires that the "Substantially Different" requirement be met by varying the following (2) criteria:

- Roof pitch by varying three or more vertical units in twelve from one another (i.e. 6/12, 9/12, 12/12, etc.)
- Location of major design features relative to main mass by varying the location of at least two major design features that include, but are not limited to dormers, gables, garages (i.e. front-entry versus side-entry), and porches.

The Zoning Ordinance requires that the substantially different requirement be maintained from neighboring lots within three (3) lots of the proposed parcel and within three (3) lots of the property across the street. The Zoning Ordinance clarifies five (5) criteria for evaluating substantial architectural variety, including the roof pitch and design feature criteria identified above. These five (5) criteria are evaluated in reference to the proposed elevations in this report, with emphasis on the roof pitch and design features criteria required for the Country Walk development.

1. Roof Style. All principal roofs are proposed as gable roofs.
2. Roof Pitch. The design of these elevations' roof pitches should be compared to those of the other previously approved elevations. The proposed roof pitch of this model is 6:12. A 7:12 pitch is used in the previously approved "current" style models. Roof pitch alone is therefore not sufficient to demonstrate substantial architectural variety in accordance with the PRD agreement.
3. Exterior Material. Exterior materials include a mix of brick, shake siding, and horizontal and vertical siding. Brick exceeds 50% of the facade wall material. Section i(1) of the PRD agreement requires that all 416 detached units feature brick

to the belt on the front and side elevations and requires that on specific lots brick will be required on the rear elevation as well. The proposed elevations meet this requirement.

4. Design Features. Among the three elevation variations the applicant proposes, design features differ with respect to the use of rakes or reverse gables, porches, and window styles. See the table on the following page for more information. Based on the existence of two (2) or more design features which vary between the three variations of the proposed elevation and the current model approved for the builder in this development, this criterion is met. If side-entry garage options are proposed, the use of a side entry garage in relation to a neighboring building with a front-entry garage will additionally credit toward the design features requirement.
5. Location of Windows and Doors. The doors are centrally located on all variations of the proposed model. A fourth window is added to the front façade above the garage on the "alternate" elevation.

Table of Gilbert Homes Models in Country Walk Phases III and IV

	Label	Roof style	Roof pitch	Exterior materials observations (other than brick)	Design features	Windows and doors	
						# of windows (front)	Door relation to mass
Existing	Primary "Bay" Design	Gable	7:12	Non-garage: Minor horizontal siding on upper level	Bay window	4	Center
				Garage: Brick and horizontal siding	Rake across front façade		
				No shutters on windows	No porch		
	Alternate "Porch" Design	Gable	7:12	Non-garage: Major horizontal siding on upper level	No bay window	3	Center
				Garage: Horizontal and shake siding	Rake only over one window		
				Shutters on windows	Full porch		
	Secondary Alternate "Peak" Design	Gable	7:12	Non-garage: Horizontal siding on upper level	Bay window	3	Center
				Garage: Horizontal and shake siding	Rake across front façade		
				Shutters on windows	Partial porch		
New	Primary	Gable	6:12	Shake and horizontal siding	Full porch	3	Center
					Two rakes over top floor		
					No rake over door		
	Alternate	Gable	6:12	Vertical and horizontal siding	Half porch	4	Center
					Two rakes over top floor		
					No rake over door		
	Secondary Alternate	Gable	6:12	Horizontal siding	No porch	3	Center
					Single rake over top floor		
					Rake over door		

5. Side-Entry Garages

The PRD agreement requires that at least 30% of the single-family detached units have side-entry garages and specifically indicates which lots are required to have side entry garages. The proposed elevations must include a side-entry garage where it is required on any of the lots in Country Walk Phases III and IV, pursuant to the requirement that a minimum of 30% of all units in the Country Walk development are side-entry garages.

Recommendations

Staff recommends that the Planning Commission approve the site plan amendment to the Country Walk development for the addition of the proposed "new primary", "new alternate", and "new secondary alternate" elevations, to be built by Gilbert Homes based on the following conditions:

1. Township Planning Staff shall review each application for a new single-family home in the Country Walk development in order to determine that the new home meets the required setbacks and that the elevation meets the Township's "Substantially Different" architectural design standards set forth in the PRD agreement.
2. The proposed elevations must include a side-entry garage where it is required on any of the lots in Country Walk Phases III and IV, pursuant to the requirement that a minimum of 30% of all units in the Country Walk development are side-entry garages.

Thank you for your consideration.

Sincerely,



Dan Power, AICP
Planning and Economic Development Director
Public Services Department
Charter Township of Van Buren

CC: Vidya Krishnan – Van Buren Charter Township Principal Planner / Planning Consultant – McKenna Associates
Matthew Best, M.S. - Public Services Director, Van Buren Charter Township
Brad Gilbert – Gilbert Homes



TO: Van Buren Township Planning Commission

FROM: Dan Power – Director of Planning and Economic Development

RE: SPR 20-023 Site Plan Amendment for Gilbert Homes regarding New Architectural Elevations in Arlene Arbors Subdivision

DATE: August 19, 2020

The applicant, Gilbert Homes, is requesting architectural approval for three (3) façade elevation variations of a new home plan for residential dwellings in the Arlene Arbors development. These façade elevations are labeled as “new primary”, “new alternate”, and “new secondary alternate”, and should be compared against the builder’s existing portfolio of approved elevations previously approved in 2017-2018 by the Planning Commission labeled “current primary (bay)”, “current alternate (porch)”, and “current secondary alternate (peak)”.

There is an existing Planned Residential Development (PRD) Agreement in place for the property which was approved in 1999. This plan is subject to the PRD agreement, and the standards of the Zoning Ordinance, specifically section 5.115 which addresses specific development standards for single family dwellings in site condominiums and subdivisions. The following is my review of the architectural plans based on the Zoning Ordinance and PRD agreement:

Comments

1. Site Plan

The setbacks, as described in the approved site plan for the Arlene Arbors development, depict a front yard setback of 25’, a rear yard setback of 35’, and a required side yard setback of 10’. The lots sizes in the development are approximately 70’ in width and 120’ in depth.

The submitted plans depict the widths of 40’ and depths of 44’. Based on this the provided plans have sufficient width that will fit within the setbacks on the parcels in the Arlene Arbors development.

2. Floor Area

According to the plan provided the square footage of the proposed “new” model elevation will be 2,083 square feet. The “current” units will be 2,068 square feet. The PRD agreement does not require dwelling square footages which are different from the

Zoning Ordinance. The minimum required home square footage is therefore 1,800 square feet per the R1-A zoning district requirements. Based on the floor plans exceeding 1,800 square feet of floor dwelling area, the standard in the Zoning Ordinance has been met.

3. Façade Elevations

The Zoning Ordinance requires that the substantially different requirement be maintained from neighboring lots within three (3) lots of the proposed parcel and within three (3) lots of the property across the street. The Zoning Ordinance clarifies five (5) criteria for evaluating substantial architectural variety. These five (5) criteria are evaluated in reference to the proposed elevations in this report, below.

1. Roof Style. All principal roofs are proposed as gable roofs.
2. Roof Pitch. The design of these elevations' roof pitches should be compared to those of the other previously approved elevations. The proposed roof pitch of this model is 6:12. A 7:12 pitch is used in the previously approved "current" style models. Roof pitch therefore cannot count as a substantially different architectural feature.
3. Exterior Material. Exterior materials include a mix of brick, shake siding, and horizontal and vertical siding. The Zoning Ordinance requires that at least 50% of the total wall area of residential structures to be brick or stone. This requirement has been met by the provided plans.
4. Design Features. Among the three model varieties the applicant proposes, design features differ with respect to the use of rakes or reverse gables, porches, and window styles. See the table on the following page for more information. Based on the existence of two (2) or more design features which vary between the three variations of the proposed elevation and the current model approved for the builder in this development, this criteria is met. Where side-entry garage options are proposed, the use of a side entry garage in relation to a neighboring building with a front-entry garage will additionally credit toward the design features requirement.
5. Location of Windows and Doors. The doors are centrally located on all variations of the proposed "new" model. There is an additional window above the garage in the proposed "new alternate" model.

5. Side-Entry Garages

The Zoning Ordinance requires that a minimum of 30% of all structures within a subdivision or site condominium development have a garage door oriented to an area other than the front lot. Based on this, a minimum of 11 of 38 lots in the subdivision will be required to have a side or rear entry garage. Currently 7 of the developed lots

have side entry garages. This would mean that 4 additional lots will be required to have a side entry garage. The provided plans depict an option for a side entry garage, but do not provide the required elevations. Based on this the applicant will need to ensure the use of at least 4 side entry garages on the remaining eight lots which are being developed.

Table of Gilbert Homes Models in Arlene Arbors

	Label	Roof style	Roof pitch	Exterior materials observations (other than brick)	Design features	Windows and doors	
						# of windows (front)	Door relation to mass
Existing	Primary "Bay" Design	Gable	7:12	Non-garage: Minor horizontal siding on upper level	Bay window	4	Center
				Garage: Brick and horizontal siding	Rake across front façade		
				No shutters on windows	No porch		
	Alternate "Porch" Design	Gable	7:12	Non-garage: Major horizontal siding on upper level	No bay window	3	Center
				Garage: Horizontal and shake siding	Rake only over one window		
				Shutters on windows	Full porch		
	Secondary Alternate "Peak" Design	Gable	7:12	Non-garage: Horizontal siding on upper level	Bay window	3	Center
				Garage: Horizontal and shake siding	Rake across front façade		
				Shutters on windows	Partial porch		
New	Primary	Gable	6:12	Shake and horizontal siding	Full porch	3	Center
					Two rakes over top floor		
					No rake over door		
	Alternate	Gable	6:12	Vertical and horizontal siding	Half porch	4	Center
					Two rakes over top floor		
					No rake over door		
	Secondary Alternate	Gable	6:12	Horizontal siding	No porch	3	Center
					Single rake over top floor		
					Rake over door		

Recommendations

Staff recommends that the Planning Commission approve the site plan amendment to the Country Walk development for the addition of the proposed "new primary", "new alternate", and "new secondary alternate" elevations, to be built by Gilbert Homes based on the following conditions:

1. Township Planning Staff shall review each application for a new single-family home in the Country Walk development in order to determine that the new home meets the required

setbacks and that the elevation meets the Township's "Substantially Different" architectural design standards set forth in the PRD agreement.

2. The applicant will need to ensure the use of at least 4 side entry garages on the remaining eight lots which are being developed.
3. The applicant should confirm they have a current architectural approval from the Home Owners Association of Arlene Arbors.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Dan Power", with a stylized flourish at the end.

Dan Power, AICP
Planning and Economic Development Director
Public Services Department
Charter Township of Van Buren

CC: Vidya Krishnan – Van Buren Charter Township Principal Planner / Planning Consultant –
McKenna Associates
Matthew Best, M.S. - Public Services Director, Van Buren Charter Township
Brad Gilbert – Gilbert Homes