

**CHARTER TOWNSHIP OF VAN BUREN
PLANNING COMMISSION - VIRTUAL MEETING ON ZOOM
November 11, 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: Boynton, Kelley, Atchinson, Budd, Jahr, Franzoi and Thompson.

Excused: None.

Staff: Director Power, Director Best and Secretary Harman.

Planning Representatives: McKenna Associate, Vidya Krishnan and Fishbeck Associate, Paul Kammer.

Applicant(s) in Attendance: Tim Kratz and Matthew Pisko, representatives of Jiffy Lube International, Inc.

Audience: Five (5).

APPROVAL OF AGENDA:

Motion Boynton, Jahr second to approve the agenda of November 11, 2020 as presented.

Roll Call:

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

Nays: None.

Absent: None.

Motion Carried.

APPROVAL OF MINUTES:

Motion Boynton, Budd second to approve the regular meeting minutes of October 28, 2020 as amended correcting the names of Commissioners in the approval of the meeting minutes motion.

Roll Call:

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

Nays: None.

Absent: None.

Motion Carried.

PUBLIC HEARING:

ITEM #1: 20-012 – PUBLIC HEARING: JIFFY LUBE MINOR VEHICLE SERVICE SPECIAL LAND USE.

APPLICANT, JIFFY LUBE INTERNATIONAL, INC. IS REQUESTING ON BEHALF OF OWNER MEIJER, INC. TO CONSTRUCT A MINOR VEHICLE SERVICE USE ALONG WITH RELATED SITE IMPROVEMENTS. THE PROPOSED +/- 3,064 SQUARE FOOT, SINGLE-STORY BUILDING IS LOCATED ON THE SOUTH SIDE OF TYLER ROAD EAST OF BELLEVILLE ROAD ON A PROPOSED +/- 0.71 ACRE OUTPARCEL TO BE DIVIDED AND CREATED FROM PORTIONS OF THE 39.4 ACRE PARCEL AT 9701 BELLEVILLE ROAD (83-058-99-0006-705) AND A VACANT 1.33 ACRE PARCEL (83-058-99-0006-707). THE PROPERTY IS ZONED C-2 EXTENSIVE HIGHWAY BUSINESS DISTRICT AND IS LOCATED IN THE BELLEVILLE ROAD OVERLAY DISTRICT (BROD).

MINOR VEHICLE SERVICE DEVELOPMENTS ARE A SPECIAL LAND USE IN THE C-2 DISTRICT. THE PROPOSED SPECIAL LAND USE REQUIRES A PUBLIC HEARING. THIS HEARING IS BEING HELD IN ACCORDANCE WITH ARTICLE 12, CHAPTER 3 OF THE ZONING ORDINANCE (ADMINISTRATIVE PROCEDURES – SPECIAL LAND USE REVIEW).

Motion Atchinson, Boynton second to open the public hearing.

Roll Call:

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

Nays: None.

Absent: None.

Motion Carried.

Director Power gave a brief introduction. The request is for a minor vehicle service land use in a just over 3,064 square foot building on a 0.71-acre out lot of Meijer on Belleville and Tyler Roads. The special land use request in the C-2 District requires a series of general standards and specific conditions and the property is located in the core commercial sub area of the Belleville Road Overlay District (BROD) which is automotive oriented but also requires development to have architectural and design treatments that bring sites to human scale. The applicant will give a presentation along with the Principle Planner and Township Engineer.

No comments from the Commission or the audience.

Motion Jahr, Boynton second to close the public hearing.

Roll Call:

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

Nays: None.

Absent: None.

Motion Carried.

NEW BUSINESS:

ITEM #1: 20-012 – SPECIAL LAND USE: JIFFY LUBE MINOR VEHICLE SERVICE SPECIAL LAND USE.

APPLICANT, JIFFY LUBE INTERNATIONAL, INC. IS REQUESTING ON BEHALF OF OWNER MEIJER, INC. TO CONSTRUCT A MINOR VEHICLE SERVICE USE ALONG WITH RELATED SITE IMPROVEMENTS. THE PROPOSED +/- 3,064 SQUARE FOOT, SINGLE-STORY BUILDING IS LOCATED ON THE SOUTH SIDE OF TYLER ROAD EAST OF BELLEVILLE ROAD ON A PROPOSED +/- 0.71 ACRE OUTPARCEL TO BE DIVIDED AND CREATED FROM PORTIONS OF THE 39.4 ACRE PARCEL AT 9701 BELLEVILLE ROAD (83-058-99-0006-705) AND A VACANT 1.33 ACRE PARCEL (83-058-99-0006-707). THE PROPERTY IS ZONED C-2 EXTENSIVE HIGHWAY BUSINESS DISTRICT AND IS LOCATED IN THE BELLEVILLE ROAD OVERLAY DISTRICT (BROD).

Tim Kratz, a representative of Jiffy Lube International, Inc. gave the presentation. The minor service center is meant for quick service and provides a multi care program with extended services. All services are from 30 minutes to 2 hours maximum in order to get customers in and out. The customer will pull up to a bay where an employee will take their order, then the customer will go to a waiting room while the employee pulls the vehicle into the bay for service and upon service completion the vehicle will be parked in the side lot for the customer. Typical minor services provided are oil changes, battery replacement, brakes, filters, fluids and inspections. Traffic at the site is anticipated at approximately 50-60 cars per day. Jiffy Lube is working with Meijer as their national franchisee. A color rendering and the preliminary site plan were displayed during the applicant's presentation. All trees and natural vegetation will be kept in order to minimize disturbance and maintain natural features.

Vidya Krishnan of McKenna Associates presented her special land use review letter dated 10-27-20. The proposed use meets the general standards for consideration of special land use approval and the specific conditions related to the use. Therefore, McKenna Associates recommends the Planning Commission recommend approval of the special land use to the Township Board of Trustees, subject to site plan approval.

No comments from the Commission or the audience.

Motion Boynton, Atchinson second to recommend to the Township Board of Trustees special land use approval for Jiffy Lube International, Inc. to construct a minor vehicle service use along with related site improvements located on the south side of Tyler Road east of Belleville Road on a proposed 0.71 outparcel to be divided and created from portions of the 39.4-acre parcel at 9701 Belleville and a vacant 1.33-acre parcel, subject to the recommendations in the McKenna Associates review letter dated 10-27-20.

Roll Call:

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

Nays: None.

Absent: None.

Motion Carried. (Letter Attached)

ITEM #2: 20-012 – PRELIMINARY SITE PLAN APPROVAL: JIFFY LUBE MINOR VEHICLE SERVICE SPECIAL LAND USE.

APPLICANT, JIFFY LUBE INTERNATIONAL, INC. IS REQUESTING ON BEHALF OF OWNER MEIJER, INC. TO CONSTRUCT A MINOR VEHICLE SERVICE USE ALONG WITH RELATED SITE IMPROVEMENTS. THE PROPOSED +/- 3,064 SQUARE FOOT, SINGLE-STORY BUILDING IS LOCATED ON THE SOUTH SIDE OF TYLER ROAD EAST OF BELLEVILLE ROAD ON A PROPOSED +/- 0.71 ACRE OUTPARCEL TO BE DIVIDED AND CREATED FROM PORTIONS OF THE 39.4 ACRE PARCEL AT 9701 BELLEVILLE ROAD (83-058-99-0006-705) AND A VACANT 1.33 ACRE PARCEL (83-058-99-0006-707). THE PROPERTY IS ZONED C-2 EXTENSIVE HIGHWAY BUSINESS DISTRICT AND IS LOCATED IN THE BELLEVILLE ROAD OVERLAY DISTRICT (BROD).

Vidya Krishnan of McKenna Associates presented her preliminary site plan review letter dated 10-30-20, recommending the Planning Commission approve the preliminary site plan, subject to the following conditions:

1. Lot split and combination must be completed prior to the start of construction.
2. Copy of an irrevocable shared parking and cross access easement agreement with Meijer must be provided.
3. The proposed stormwater detention system must be reviewed and approved by the Township Engineer and Wayne County. Any planting around the drainage areas are under Wayne County's jurisdiction. The planting plan for this area must be provided and approved by the County.
4. The applicant must clarify that the proposed shrubs located around the parking lot will be 3 feet in height within 12 months of planting.
5. The proposed photometric plan must include the plaza area illumination for safety.
6. The proposed building architecture must be revised to include true brick and additional brick accent bands or alternate designs to comply with the BROD standards.
7. Special land use approval by the Township Board of Trustees.

Paul Kammer of Fishbeck Associates presented his preliminary site plan review letter dated 10-27-20, recommending the Planning Commission grant the Jiffy Lube Multiservice Center preliminary site plan approval for engineering feasibility, subject to the comments in the review letter and in accordance with the Township's Engineering Standards manual.

Chairperson Thompson presented the Van Buren Fire Department review letter dated 10-28-20 with the following comments for conditional approval:

1. Two-Way Radio Communication Enhancement Systems are required for all new construction, unless after finished construction the occupant can prove through a signal test with the AHJ that it is not needed. NFPA 1 2018 11.10.1
2. An E Knoxbox is require per NFP 1 2018 edition 18.2.2.1 per the AHJ.

Commissioners discussed the following questions and comments:

- How will the drainage effect the reports of additional flooding long Tyler Road east? The goal of the development is to hold back any excess runoff with a properly installed and maintained system, the excess runoff would be minimal to the system.
- Did the applicant agree to use the more durable brick for the exterior façade? Yes, the applicant has agreed to the conditions.
- Is the service center a 4-bay or 8-bay and how does the traffic flow? It is a 4-bay with traffic moving from east to west. Pavement striping will show the traffic flow, entrance and exit and arrows for the bays.
- Does the side lot have enough room to stack a reasonable amount of vehicles? Yes, and the driveways are 2 cars wide with a separate entrance and exit.
- In regard to the drive-in services, are there hoists or pits for oil changes? The 2 bays closest to the customer area have a pit and are intended for the fastest quick service group, while the other 2 bays have hoists and the availability to lift the vehicle.
- Will there be 5 employees at any given time? At peak there will be 5 employees, staffing will be adjusted for high and low business times.
- Will the center be open on Sunday? The applicant plans to be open 7 days a week from 7:00 a.m. to 8:00 p.m. for their standard hours. Those hours may be adjusted as they begin to operate in order to base them on when they are receiving the most traffic.

No comments from the audience.

Motion Boynton, Franzoi second to grant preliminary site plan approval to Jiffy Lube International, Inc. to construct minor vehicle service use along with related site improvements, subject to the recommendations in the McKenna Associates review letter dated 10-30-20, comments in the Fishbeck Associates review letter dated 10-27-20 and Fire Department Review letter dated 10-28-20.

Roll Call:

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

Nays: None.

Absent: None.

Motion Carried. (Letters Attached)

ITEM #3: RESOLUTION OF ADOPTION: VAN BUREN TOWNSHIP 2020 MASTER PLAN UPDATE.

THE CHARTER TOWNSHIP OF VAN BUREN HAS COMPLETED A DRAFT TO ITS MASTER PLAN. CONSISTENT WITH THE PROVISIONS OF MICHIGAN PUBLIC ACT 33 OF 2008, AS AMENDED (THE MICHIGAN PLANNING AND ENABLING ACT), FOLLOWING A PUBLIC HEARING TO HEAR COMMENTS REGARDING THE DRAFT OF THE FULL UPDATE TO THE MASTER PLAN, THE PLANNING COMMISSION WILL PASS A FORMAL RESOLUTION OF ADOPTION OF THE VAN BUREN TOWNSHIP

**MASTER PLAN BEFORE THE TOWNSHIP BOARD OF TRUSTEES CONSIDERS A
RESOLUTION TO ADOPT THE MASTER PLAN.**

Director Power gave a brief presentation. After the public hearing the Michigan Planning and Enabling Act of 2008 requires a resolution to be adopted by the Planning Commission. In discussion with the Master Plan Consultant a resolution was drafted for the Commission. The Resolution refers to the requirements of the Michigan Planning and Enabling Act of 2008, the contents of the plan including maps and text, opportunities for public participation in the process, recommendations for distribution by the Planning Commission and the Township Board on 7-6-20 and 7-21-20, the public hearing on 10-28-20 and the consideration of public comments.

No comments from the Commission or the audience.

Motion Boynton, Atchinson second to recommend the Resolution of Adoption for the Van Buren Township 2020 Master Plan.

Roll Call:

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

Nays: None.

Absent: None.

Motion Carried.

GENERAL DISCUSSION:

Director Power informed Commissioners and the audience that the December 9, 2020 meeting is the last meeting of the year. The meeting will have a full agenda potentially including preliminary site plan and final site plan approvals and the Election of Officers to the Commission.

ADJOURNMENT:

Motion Boynton, Jahr second to adjourn the meeting at 8:40 p.m. Motion Carried.

Respectfully submitted,

Christina Harman
Recording Secretary

Andrew Lenaghan
Fire Inspector
O: 734-699-8900 ext 9426

Van Buren Township Fire Department
46425 Tyler Rd
Belleville, MI 48111

Oct 28, 2020

Director of Building and Planning
46425 Tyler Road
Belleville, MI 48111

Jiffy Lube
9701 Belleville Rd.

The site plan for 9701 Belleville rd. was reviewed. The business is a minor repair garage (Jiffy Lube) that is to be built on vacant land. The building is a Mercantile occupancy.

Comments for conditional Approval:

1. Two-Way Radio Communication Enhancement Systems are required for all new construction, unless after finished construction the occupant can prove through a signal test with the AHJ that it is not needed. **NFPA 1 2018 11.10.1**
2. An E Knoxbox is required per **NFPA 1 2018 edition 18.2.2.1** per the AHJ

If you have any questions about this plan review report, please feel free to contact me at (734)699-8900 ext.9426

Respectfully submitted,

Andrew Lenaghan
Fire Inspector

October 27, 2020
Fishbeck Project No. 200630

Carol Thompson
Planning Commission Chairperson
Van Buren Township
46425 Tyler Road
Van Buren Township, MI 48311

Jiffy Lube Multicare Services Preliminary Site Plan Review

Dear Chairperson Thompson:

At the request of Van Buren Township (Township), Fishbeck has reviewed the Preliminary Site Plan dated September 21, 2020 submitted to the Township for the proposed Jiffy Lube located near the southeast corner of Tyler Road and Belleville Road next to the Meijer parking lot. At this time, Fishbeck examines and reviews the feasibility of the engineering aspects of the site design but will not conduct a full engineering review until the engineering review submittal. The applicant has also submitted a response letter dated September 21, 2020, in response to the Staff Review Letter dated June 26, 2020.

The proposed project entails construction of a retail automotive quick oil change facility at Parcel No. 83058990006707. The plans include construction of a new 3,064 square-foot building, construction of an 8-space asphalt parking lot with reconstruction of a north portion of the existing Meijer parking lot; two access driveways connecting to the Meijer parking lot; construction of storm water improvements including a bioretention french drain, pretreatment structure, and an underground storage system; construction of a public sanitary sewer system; extension of a public water main line; and other various site plan improvements.

Our review comments are as follows:

General

The following items are general requirements established as part of the Engineering Standards Manual, Charter Township of Van Buren (April 2014). The applicant must include the following items as part of the construction plans:

1. According to the applicant, the lot split has been completed as is currently indicated on the plans.
2. Plans indicate the address of 9701 Belleville Road is for the Meijer Store located on the parent parcel. Applicant to supply the development parcel address when available.
3. Any irrigation will be required with the submittal of the Engineering Plans.
4. Applicant must indicate overland stormwater flow route. Showing the pre and post development drainage patterns.
5. The geotechnical investigation report has been submitted as part of the response letter; however, the plan set should include the location of the soil borings on the site plan.
6. Engineering Plans must include the applicable Standard Detail Drawings as found in Appendix A of the Township *Engineering Standards Manual*. Please include the Standard Details as developed by the Township, including note sheets. The easiest inclusion is to use the full-size sheets of multiple details, which the Township can supply upon request.

Water Main Service

Existing: The Township's Geographic Information System (GIS) records indicate a publicly owned 12-inch cast iron water main running east-west along the north side of Tyler Road and two (2) 42-inch water mains running east-west along Tyler Road, which are owned and maintained by the Great Lakes Water Authority (GLWA). Records also indicate an 8-inch water main loop around the Meijer store building.

Proposed: The applicant's plan proposes installing an 8-inch water main connecting into the existing 8-inch water main inside the Meijer parking lot and connecting to the proposed building via a 2-inch copper type K water service line.

Comments:

1. Applicant has indicated that, based on building construction type and square footage, building sprinklers are not required.
2. An easement agreement between Applicant and property owner (Meijer), for the extension of the proposed water main across private property, must be provided. Meijer will be required to grant said easement to the Township for the public water main. The easement must be centered on the water main, including bends.
3. An Michigan Department of Environment, Great Lakes, and Energy (EGLE) Act 399 Public Water Supply Permit will be required. The Applicant is responsible for completing the permit application, supplying the proper plan sets, and working with the Township to finalize the submittal. The Township will submit for the permit once all obligations of the application are met and the plans are finalized.

Sanitary Sewer

Existing: The Township's GIS records indicate that the closest sanitary sewer is a public 10-inch clay sanitary sewer running north-south along the east side of Belleville Road.

Proposed: The applicant's plan proposes a privately owned 6-inch sanitary sewer service, connecting into a newly proposed 8-inch public sanitary sewer running west through the adjacent Meijer gas station parking lot and connecting to the existing 10-inch sanitary sewer along Belleville Road via a wye connection.

Comments:

1. Applicant must provide Basis of Design (BOD) calculations as part of the Engineering submittal. Once a basis of design is determined, and the proposed size is verified, further discussion regarding capacity and connection to the existing public 10-inch clay sanitary sewer along Belleville Road will be conducted.
2. Minimum size for public sanitary sewer shall be ten inches in diameter. If connecting to the existing sanitary system, this must be done at a manhole; existing or proposed.
3. All utilities along Belleville Road must be identified. Previous projects indicate a variety of utilities that will need to be identified and accounted for during connection to the existing sanitary main.
4. A soil boring near the location of the existing sanitary main connection is recommended, due to the need for deep excavations at the connection location.
5. An easement agreement between Applicant and property owner (Meijer), for the extension of the proposed sanitary sewer across private property, must be provided. Meijer will be required to grant said easement to the Township for the public sanitary sewer.
6. The minimum sanitary sewer easement shall be 20 feet.
7. A minimum horizontal separation of ten feet (measured outside of pipe to outside of pipe) must be maintained between the sewer and all other utilities.
8. An EGLE Part 41 Permit will be required for any public sanitary sewer installation. The Applicant is responsible for working with the Township to complete the permit and supplying the proper plan sets. The Township will submit for the permit once all obligations of the application are met and the plans are finalized.

Storm Sewer

Existing: The Township's GIS records indicates a publicly owned 18-inch stormwater pipe running east-west along the south side of Tyler Road, conveying stormwater east. Separately, the majority of the Meijer parking lot development collects stormwater through a series of catch basins, ultimately discharging into an onsite detention basin.

Proposed: The applicant proposes collecting the on-site stormwater runoff through a series of new catch basins and storm sewers, which work in conjunction with a French drain, a pretreatment system, and an underground storage area. The underground storage is proposed to outlet into the existing Wayne County owned stormwater manhole on the south side of Tyler Road.

Comments:

1. The Applicant has provided calculations for the design of the storm sewer system, which has not thoroughly been reviewed, but does appear to follow Township design standards.
2. Applicant must submit for stormwater approval from Wayne County prior to the Township accepting submission for Engineering and Final Site Plan approval. The Township will request to see that Wayne County has reviewed and commented on the stormwater system prior to reviewing the system itself.
3. Applicant shall design storm sewer system to have minimum cover of 4 feet above all storm sewers wherever possible. An absolute minimum cover of 2.5 feet is allowable, upon approval from the Engineer. The applicant has indicated that the roof drain material (ADS N-12) is rated for one (1) foot of cover.
4. Applicant must include details of the French drain with the Engineering Plan submittal and verify that the proposed trees are indicated on the landscape plans will not interfere with the function of the French drain.

Paving and Grading

1. Details for sawcutting and constructing curb and gutter in existing pavement must include tie-in details.
2. Applicant must indicate where each of the two curb and gutter details is used on the plans.

Soil Erosion and Sedimentation Control

1. The SESC plan provided must be in accordance with the Township *Engineering Standards Manual*, Chapter II, Plan Requirements, Paragraph D, SESC Plan Requirements, and in accordance with Wayne County SESC standards. A permit must be acquired from the Wayne County SESC County Enforcing Agency.
<https://www.waynecounty.com/departments/environmental/landresources/soil-erosion.aspx>

Recommendation

We are recommending the Planning Commission grant the Jiffy Lube Multiservice Center Preliminary Site Plan approval for engineering feasibility, subject to the comments listed above and in accordance with the Township's Engineering Standards manual. If you have any questions regarding this project, please contact me at 248.324.2137 or pkammer@fishbeck.com.

Sincerely,



Paul J. Kammer, PE
Senior Civil Engineer

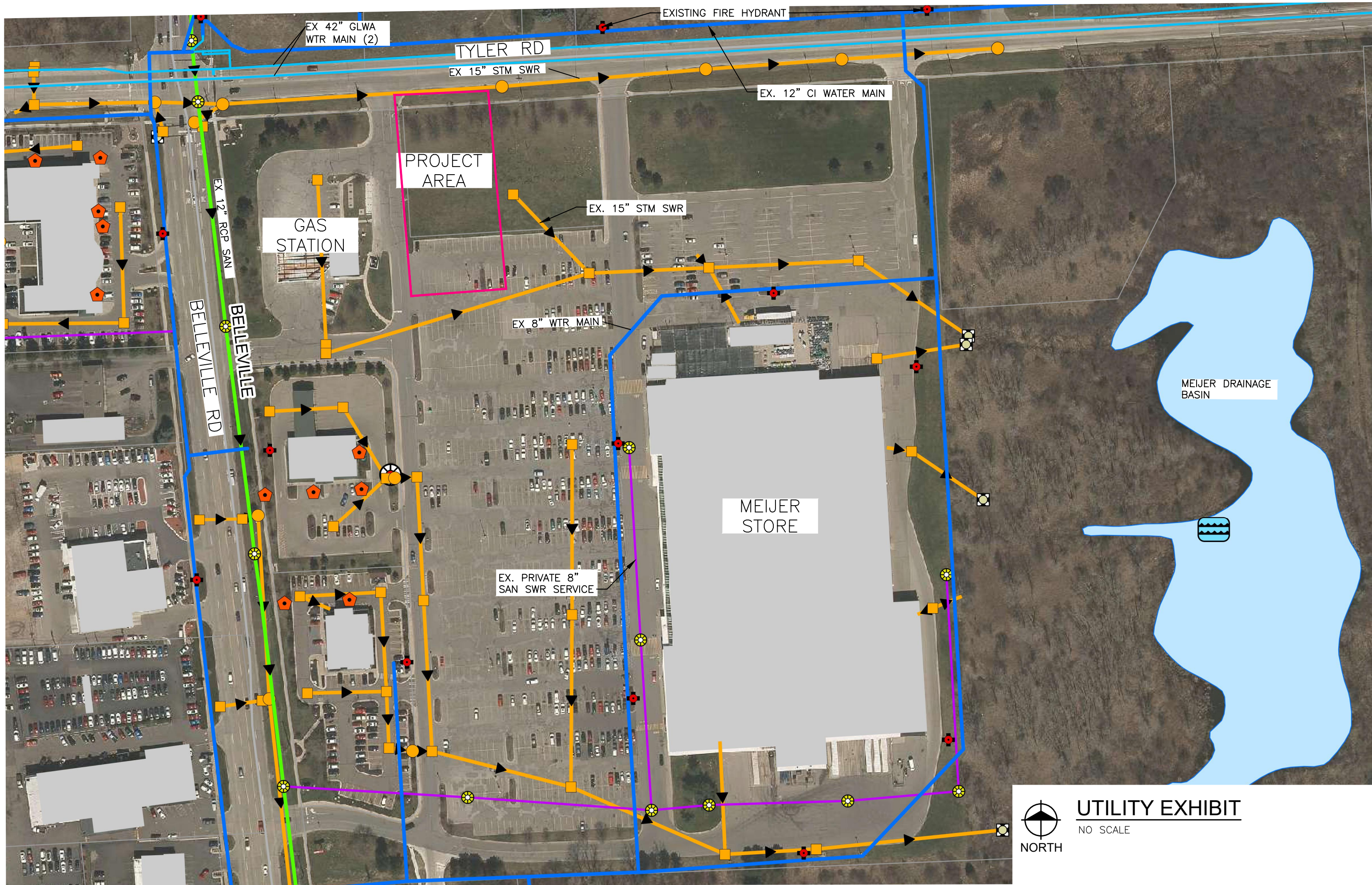


Stephen C. Clayton, PE
Civil Engineer

By email

Attachment

Copy: Matthew Best – Township
Dan Power – Township
Vidya Krishnan– McKenna
Dave Potter – Fishbeck



UTILITY EXHIBIT
NO SCALE



MCKENNA

October 27, 2020

Planning Commission
Charter Township of Van Buren
46425 Tyler Road
Belleville, Michigan 48111

**Subject: VBT-20-012 Jiffy Lube / 9701 Belleville; Special Land Use Review #1; Revised Site Plans
Dated September 28, 2020.**

Dear Commissioners:

The applicant, Jiffy Lube International, Inc., proposes to construct a 3,064 square foot building to offer light automotive service repairs, including oil changes, replacement/ replenishment of lubricants, replacement of light bulbs, tire services and battery testing. The site is one of the outlots of Meijer, located on the south side of Tyler Road, between Belleville Road and Morton Taylor Road. The site is zoned C-2 (Extensive Highway Business District). Section 3.112 of the Zoning Ordinance permits Vehicle Service (minor) as special land use in the C-2 District.

We have reviewed the special land use request based on Zoning Ordinance standards and sound planning and design principles. Our comments are as follows (items requiring changes or additional information are underlined):

Special Land Use Review Comments

Section 12.306 of the Zoning Ordinance sets forth criteria for the Planning Commission to consider when reviewing special land use proposals. Following is our review of each criterion:

- 1. Will promote the use of land in a socially and economically desirable manner for those persons who will use the proposed land use or activity; for those landowners and residents who are adjacent; and for the Township as a whole.**

The site is currently vacant and located at the entrance to the main commercial area within the Township. The outlet is located next to a gas station and other commercial enterprises, which include an auto dealership further south on Belleville Road. The proposed development will serve as an automotive service center for the residents of the community and will promote the use of land in a socially and economically desirable manner as planned for the area. Any impacts resulting from the proposed development will be mitigated through setbacks, landscaping and screening, which are reviewed in our site plan review letter under separate cover.

- 2. Is necessary for the public convenience at that location.**

The proposed use is located right off Tyler Road in close proximity to Belleville Road, making access to it convenient for the public. The site is also part of the Belleville Road Overlay District (BROD) which is the main commercial hub for the Township.

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
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MCKA.COM

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3. Is compatible with adjacent uses of land.

There are a multitude of automotive related businesses located on Belleville Road in close proximity to the proposed subject site. Businesses such as O'Reilly's, Water Works Auto Wash, Meijer Gas Station Express, and Quick Lane Tire & Auto Center are located along this corridor which are in the same class of automotive businesses as the proposed use. Therefore, the use is compatible with adjacent uses of land.

4. Is so designed, located and proposed to be operated that the public health, safety and welfare will be protected.

The proposed site changes involve improvements to site landscaping and pedestrian access, which are likely to enhance public health, safety, and welfare. Comments addressing the site layout, circulation and access are discussed in our site plan review letter under separate cover.

5. Can be adequately served by public services and facilities without diminishing or adversely effecting public services and facilities to existing land uses in the area.

We do not anticipate that the proposed site plan will affect the site's current public service capacity. The applicant is working with the Township Engineer to meet all utility requirements.

6. Will not cause injury to other property in the neighborhood in which it is to be located.

The proposed site improvements will not cause injury to other properties in the neighborhood in which it is located. As noted previously, the site is located in a corridor with similar higher intensity commercial uses.

7. Will consider the natural environment and help conserve natural resources and energy.

No trees are proposed to be removed as part of the site plan. Further, the addition of trees and shrubs for landscaping on site help meet this standard.

8. Is within the provisions of uses requiring special approval as set forth in the various zoning districts herein, is in harmony with the purposes and conforms to the applicable regulations of the zoning district in which it is to be located and meets applicable site design standard for special approval uses.

Jiffy Lube is within the provisions of uses requiring special approval, and is in harmony with the purposes and conforms to the applicable regulations of the C-2 zoning district and meets applicable site design standard for special approval uses.

9. Is related to the valid exercise of the Township's police power and purposes which are affected by the proposed use or activity.

The proposed vehicle service use is related to the valid exercise of the Township's police power and purposes which are affected by the proposed use or activity.

Specific Approval Criteria for Vehicle Service (minor) [Section 5.141]: Vehicle service (minor) is permitted as a Special Land Use in the C-2 District, and is subject to the following use specific standards:

- 1. Service stations and commercial garages, where permitted, shall be located at least five hundred (500) feet from any entrance or exit to a lot on which public, parochial or private school or a playground, playfield or park is located.** This standard has been met. The nearest public, parochial or



private school or a playground, playfield or park is Heraty Memorial Park, approximately 1,200 feet southwest of the subject site.

2. **The minimum frontage on any one (1) public street shall be at least one hundred fifty (150) feet.**
The site plan and proposed lot split to create the outlot have been updated to ensure compliance with this standard.

Recommendation

The proposed use meets the general standards for consideration of special land use approval and the specific conditions related to use. Therefore, we recommend the Planning Commission recommend approval of the special land use to the Township Board of Trustees, subject to site plan approved.

Respectfully,

McKENNA

Vidya Krishnan
Principal Planner

Hunter Whitehill
Associate Planner

c: Matt Best, Van Buren Township Director of Public Services
Dan Power, Van Buren Township Director of Planning and Economic Development
David Potter, FTCH, Township Engineers
David McInally, Van Buren Township Fire Marshal



October 30, 2020

Planning Commission
Charter Township of Van Buren
46425 Tyler Road
Belleville, Michigan 48111

Subject: VBT-20-012 Jiffy Lube / 9701 Belleville; Site Plan Review #2; Revised Site Plan Dated September 28, 2020.

Dear Commissioners:

The applicant, Jiffy Lube International, Inc., proposes to construct a 3,064 square foot building to offer light automotive service repairs, including oil changes, replacement/ replenishment of lubricants, replacement of light bulbs, tire services and battery testing. The site is one of the outlots of Meijer, located on the south side of Tyler Road, between Belleville Road and Morton Taylor Road. We have reviewed the site plan request based on Zoning Ordinance standards and sound planning and design principles. Our comments are as follows (items requiring changes or additional information are underlined):

Site Plan Review Comments

1. **Zoning and Use.** The site is zoned C-2 (Extensive Highway Business District). Section 3.112 of the Zoning Ordinance permits vehicle service (minor) as a special land use in the District.
2. **Required Information.** Section 12.203 of the Zoning Ordinance includes requirements for information on a site plan. All of the required information has been provided. The applicant is requesting a parcel division / boundary adjustment as part of the creation of this parcel. The parcel division / boundary adjustment preliminary approval must be complete prior to final site plan review and the parcel division / boundary adjustment final approval must be complete prior to commencement of construction.
3. **Lot.** The site has a total area of 0.72 acres. The legal description is included with the tax parcel ID number.
4. **Dimensional Requirements.** There is no required minimum lot area or width in the C-2 Extensive Highway Business District.

The minimum required front, rear, and side yard setbacks for the C-2 District is 35 feet, 20 feet, and 25 feet respectively. The proposed building location complies with all the setback dimensions.

Maximum permitted building height in the C-2 District is 4 stories and 40 feet. The elevations proposed indicate a building height of 22 feet and 2 inches, compliant with the Zoning Ordinance.



5. Access and Circulation.

- a. **Location of Curb Cuts.** Access to the proposed facility will be provided via the existing driveway off Tyler Rd, with a cross access drive proposed to connect to the existing driveway, which provides access to the Meijer Express Gas Station. The access drive has a proposed width of 24 feet with a lane each for ingress and egress.
- b. **Cross Access.** The outlot has cross access with the main Meijer parcel. The proposed site relies on cross access, egress, and ingress from the adjacent Meijer driveways on Tyler Road to the east and west. An easement agreement which includes graphic exhibits for cross access / ingress / egress between these driveways and the subject site must be provided for review.
- c. **Sidewalks.** The site has an existing sidewalk along its Tyler Road frontage. The plan proposes the construction of a sidewalk connection from the public sidewalk to a new sidewalk on the west side of the proposed building. The connector creates a plaza area along Tyler Road and subsequently narrows to 5 feet. The plaza area is to be installed with two benches and a trash receptacle.

6. Parking and Loading.

- a. **Space Dimensions.** Parking spaces on the site are dimensioned at 9.5 feet wide by 20 feet long, compliant with the Zoning Ordinance.
- b. **Number of Parking Spaces.** The parking requirement is two (2) spaces for every service stalls one (1) for each employee in the largest shift. With 4 proposed service stalls and 5 employees in the largest shift, a minimum of 13 parking spaces are required. The site plan includes a total of 9 parking spaces on-site and 4 off-site parking spaces within the Meijer lot. The applicant has stated they have been granted easements from the respective owner to fulfill the total parking count requirement. Copy of an irrevocable shared parking agreement must be provided for review.

Partial rows of the parking on the Meijer's lot (20) spaces total are to be eliminated as part of these improvements. The applicant has provided parking count justification for these modifications on sheet C1.02. These parking count justifications ensure that Meijer has adequate parking even without the 20 spaces the applicant is proposing to convert to a greenbelt.

- c. **Barrier Free Spaces.** The plan proposes one (1) barrier free space which is ADA compliant. The ramp location has been noted.
- d. **Loading.** As the proposed building is between 0 – 10,001 sq. ft., one (1) 10' x 25' loading space is required. A 10' x 25' loading zone has been detailed on the southwest corner of the site abutting the dumpster. While not ideal, it is most feasible location for the loading zone.
- e. **Bicycle Parking.** Chapter 3 of Article 6 provides standards for buildings within the Belleville Road Overlay District (BROD). Per this chapter, one (1) bicycle parking space shall be provided for each twenty-five (25) vehicle parking spaces or fraction thereof.



With 9 proposed parking spaces, one (1) bicycle parking space is required and has been proposed on the north side of the building abutting the sidewalk connector from Tyler Road.

7. Landscaping and Screening. The site is located in the Extensive Highway Business (C-2) district. All sites are strongly encouraged to exceed Zoning Ordinance minimums for landscaping, site design, and building appearance among others. Our comments on individual landscaping requirements are reflected in the following comments:

a. Landscaping Adjacent to the Right-of-Way. Section 10.103(A) requires lot frontage landscaping of 1 deciduous tree/40 lineal feet + 1 ornamental tree/100 lineal feet + 8 shrubs/40 lineal feet. The site has a frontage of 142' on Tyler Road, which requires a total of 4 deciduous trees + 2 ornamental trees + 28 shrubs. The landscape plan proposes 4 deciduous trees + 2 ornamental trees + 31 shrubs along the road frontage on Tyler, compliant with ordinance requirements. Section 6.310 (C) (2) (b) states; In addition to the trees required in the frontage area in Section 10.103(A), deciduous street trees shall be planted within the right-of-way of any streets (i.e., between the sidewalk and the street), in an amount equal to at least one (1) deciduous street tree per each forty (40) linear feet or fraction thereof of frontage. This requires 4 trees between the Tyler Road right-of-way and the existing sidewalk, which has been provided.

b. Parking Lot Landscaping. Section 10.103(B)(1) requires all parking lots to be landscaped and screened from adjoining public or private rights-of-way. Landscaping shall include a landscaped yard at least five (5) feet in width containing an opaque screen of landscaping (evergreen or deciduous hedge) at least three (3) feet in height. As the majority of the parking lot is behind the proposed building, we find that it is adequately screened from Tyler Road. The handicap accessible space on the northeast corner of the building has been screened from Tyler Road by a screen hedge.

Interior parking lot landscaping. Section 10.103(B)(2) requires the provision of landscaping within islands in a parking lot. Interior landscaping shall account for a minimum of five percent (5%) of all paved parking areas, including parking and loading spaces, driveways, and aisles. The applicant has detailed the total on-site paved area is 11,831 sq. ft. which requires an interior landscape area of 592 sq. ft. The applicant has provided 650 sq. ft. of interior landscaping, compliant with the Zoning Ordinance. Additionally, one (1) deciduous tree shall be planted for each three hundred (300) square feet of interior landscaping, the applicant has provided 2 deciduous trees to satisfy this requirement.

c. Loading Area Landscaping. Section 10.103 (C) of the Zoning Ordinance requires an opaque wall or a greenbelt for required screening. The loading space has been identified and screened with 6-foot evergreen plantings and 24'-30" ornamental grasses.

d. Display Area Buffering. This requirement is not applicable.

e. Greenbelt Buffering. Section 10.103 (E) provides greenbelt buffering standards. A ten (10) foot wide buffer, with one (1) tree per thirty (30) linear feet is required on all sides of the proposed development. A 10-foot-wide buffer has been provided on all sides. With 150 linear feet on the front and rear lot line, 5 greenbelt trees are required; 5 trees have



been proposed in the front and 5 trees in the back, compliant with the zoning ordinance. Additionally, 7 trees are required along the west side lot line and east lot line and have been provided, compliant with the zoning ordinance.

- f. Detention Pond Landscaping.** The site plan includes a proposal to incorporate a bioretention area into the development. The proposed drainage system is subject to review and approval by the Township Engineer and Wayne County. Any planting around the drainage areas are under Wayne County's jurisdiction. The planting plan for this area must be provided and approved by the County.
- g. Specific Landscaping for C-2 Zoning District.** Developments in the C-2 District require contiguous outdoor space, independent of sidewalks, pedestrian circulation areas and required landscaping, in an amount not less than one (1) square foot for each twenty-five (25) square feet of principal building and in no case less than two hundred fifty (250) square feet in total. Based on the building size the required open space is under the 250 sq. ft. threshold so 250 sq. ft. of open space is the minimum required for the site. 250 sq. ft. of outdoor gathering space has been provided in the northwest corner of the site and includes two benches and a trash receptacle.
- h. BROD Landscape Standards.** Section 6.310 provides landscape standards for development projects within the BROD. Some of these standards are discussed in their respective landscape standards above. The following additional points have been addressed and are in compliance on the revised plan:

 - 45 linear feet of perennial beds has been provided along the Tyler Road frontage in compliance with Section 10.103(A).
 - An eight (8) foot street lawn, five (5) foot wide sidewalk, and five (5) foot buffer area has been provided between the off-street parking and/or vehicular use area and the sidewalk. The street lawn includes trees in accordance with Section 6.310(C)(2). A five (5) foot buffer area extends the length of the parking lot, and includes an opaque screen of landscaping 24" in height. The hedge shall attain opacity and a height of three (3) feet within twelve (12) months of planting under normal growing conditions. The applicant must clarify that the proposed shrubs located around the parking lot will be 3 feet in height within 12 months of planting.
- 8. Tree Removal Permit.** A tree removal permit is required if the applicant proposes to remove any trees of 5" caliper or larger. The applicant has clarified no trees are to be removed so a tree permit is not applicable.
- 9. Stormwater Pond.** As previously stated, the proposed development is to contain a bioretention area. Storm water detention calculations are subject to review and approval by the Township Engineer and Wayne County.
- 10. Lighting.** The photometric plan indicates several wall mounted fixtures on the building façade and a single pole fixture on the south side of the site. Standards from Section 8.105 and 6.309 (D) apply. Manufacturer's cut sheet details for proposed wall and pole mounted fixtures with shielding has been provided and indicates a downward directed shielded fixture. The



illumination intensity must comply with the requirements of Section 8.105 (B) (2). The applicant has noted that there is only one proposed site light the remaining are client standard wall pack lights required to ensure acceptable levels of lighting for customers and employees. The photometric plan does not show any illumination levels at the plaza area along Tyler Road and the sidewalk connection. Illumination for this area even if it is through existing fixtures needs to be shown.

- 11. Architecture and Building Details.** The applicant has submitted detailed elevations for the proposed building. The structure is to be constructed of ‘thin brick’ masonry veneer and provided with an EIFS cornice and metal cap. The east and west facades have several overhead doors, while the north façade facing Tyler Road has 3 windows.

The site is part of the Belleville Road Overlay District, the Township’s primary business district. The Planning Commission has consistently required a high standard of design for developments in this area. Chapter 3 of Article 6 provides standards for buildings within the Belleville Road Overlay District (BROD). The following items have mostly been addressed:

- a. Details of the proposed benches have been included on sheet C1.20.
- b. Location and square footage of decorative paving have been included on C1.20.
- c. Copper canopy elements are proposed on the east, west and north elevations to comply with the Ordinance requirement for addition of awnings and overhangs to building facades.
- d. Nonresidential buildings are required to have a minimum of fifty (50%) glass at the ground floor level facing a street. It is unclear how the applicant calculated compliance with this standard for the façade facing Tyler Road. To meet the standard we recommend the raising of the canopy and the storefront glass an additional 2 feet along the site’s Tyler Road frontage.
- e. The intent of the BROD is to avoid developments with architectural elements that look applied, rather than incorporated. For example, building facades that incorporate canopies must provide a pitched roof component to provide depth and give an authentic appearance. While the applicant has significantly revised the elevations since the original submittal, the architecture of the building continues to appear like a standard corporate design. The location of the building at the entrance to the principal shopping district within the Township needs to be enhanced. The addition of brick horizontal bands in an alternate color, or the incorporation of brick set in a different pattern in blank wall areas to create a medallion effect would be some of the suggested changes. The use of thin veneer face brick is not acceptable. True brick, stone and other similar high-quality materials must be incorporated on a façade that has details in the form of banding, columns etc.

- 12. Dumpster.** A dumpster pad location has been labeled on the site plan in the southwest corner of the site. The applicant has submitted dumpster enclosure details compliant with the Zoning Ordinance. The proposed dumpster enclosure will shield the dumpster from view.



- 13. Signs.** The applicant is proposing one monument sign, one wall sign, and six incidental exit/entry signs. The entry/exit safety signs are considered as exempt signage. For lots with a frontage less than 200 feet, maximum permitted monument sign area is 30 square feet. The proposed sign complies with the height requirements and size requirements and has been provided with a masonry base as required.
- The ordinance permits a maximum of 3 sq. ft of signage per lineal foot of building frontage not to exceed 300 square feet or 50% of the wall faced excluding windows and doorways. The plan proposes a 58 sq. ft wall sign on the north façade compliant with the Zoning Ordinance.

- 14. Other.** The plan proposes screening around the transformer shown on the northeast corner of the site.

RECOMMENDATION

Many of the required site plan items have been addressed; however, there still remain several issues that need to be addressed or notes of clarification added. Any items that are either missing or require additional information can be included at final site plan review. Therefore, we recommend that the Planning Commission approve the preliminary site plan, subject to the following conditions:

1. Lot split and combination must be completed prior to start of construction.
2. Copy of an irrevocable shared parking and cross access easement agreement with Meijer must be provided.
3. The proposed stormwater detention system must be reviewed and approved by the Township Engineer and Wayne County. Any planting around the drainage areas are under Wayne County's jurisdiction. The planting plan for this area must be provided and approved by the County.
4. The applicant must clarify that the proposed shrubs located around the parking lot will be 3 feet in height within 12 months of planting.
5. The proposed photometric plan must include the plaza area illumination for safety.
6. The proposed building architecture must be revised to include true brick and additional brick accent bands or alternate designs to comply with the BROD standards as discussed in Comment 11 above.
7. Special land use approval by Township Board of Trustees.

Respectfully,
McKENNA

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