

**CHARTER TOWNSHIP OF VAN BUREN
PLANNING COMMISSION AGENDA
Wednesday, June 24, 2020 – 7:30 PM
REMOTE MEETING**

To mitigate the spread of COVID-19, protect the public health, and provide essential protections to Van Buren Township residents; Van Buren Township's scheduled regular Planning Commission meetings beginning May 27th, 2020 will be conducted remotely in compliance with the State of Michigan Governor's Executive Orders regarding remote public meetings until further notice.

For this agenda:

- Join by weblink: <https://zoom.us/j/93806450165>
- Or dial in by phone: +1 312 626 6799 or +1 929 436 2866 or +1 301 715 8592
- Webinar ID: 960 3043 681

For instructions on [how to join a Zoom meeting, make a public comment, ADA information, and virtual meeting compliance from the State please click here.](#)

CALL TO ORDER:

ROLL CALL:

APPROVAL OF AGENDA:

MINUTES:

ITEM #1: Approval of minutes from the regular meeting of June 10, 2020.

CORRESPONDENCE:

PUBLIC HEARING:

ITEM #1: CASE 19-038 – PUBLIC HEARING FOR PROPOSED IMPROVEMENTS AT CAMPING WORLD

TITLE: THE APPLICANT, DERRICK MATTER / CAMPING WORLD IS REQUESTING TO DEMOLISH THE EAST WING OF THEIR EXISTING BUILDING AND CREATE NEW R.V. PARKING AND STORAGE ON THE SITE.

LOCATION: The site is located at 43646 North Interstate Service Drive (tax parcel number 83 060 01 0001 001), on the north side I- 94 North Service Drive, between Dewitt and Morton Taylor Roads.

ACTION ITEMS:

- A. Planning Commission Opens Public Hearing
- B. Presentation by the applicant.
- C. Presentation by the Township Staff and Consultants
- D. Public Comment.

E. Planning Commission closes Public Hearing.

ITEM #2: PUBLIC HEARING FOR ZONING ORDINANCE AMENDMENTS: C, LOCAL BUSINESS DISTRICT AMENDMENTS.

TITLE: PROPOSED AMENDMENTS TO ADD CLARIFICATIONS IN ORDER TO DISTINGUISH COMMERCIAL AND RESIDENTIAL / NON-COMMERCIAL LAND USES IN THE C, LOCAL BUSINESS DISTRICT WITH RESPECT TO MAXIMUM BUILDING SIZE, AND CLARIFY RESTRICTIONS ON DWELLINGS IN NON-RESIDENTIAL ZONING DISTRICTS.

- ACTION ITEMS:
- A. Planning Commission Opens Public Hearing
 - B. Public Comment.
 - C. Planning Commission Closes Public Hearing.

NEW BUSINESS:

ITEM #1: CASE 19-038 – CAMPING WORLD SPECIAL LAND USE APPROVAL.

TITLE: THE APPLICANT, DERRICK MATTER / CAMPING WORLD IS SEEKING A SPECIAL LAND USE PERMIT TO DEMOLISH THE EAST WING OF THEIR EXISTING BUILDING AND CREATE NEW R.V. PARKING AND STORAGE ON THE SITE.

LOCATION: The site is located at 43646 North Interstate Service Drive (tax parcel number 83 060 01 0001 001), on the north side I- 94 North Service Drive, between Dewitt and Morton Taylor Roads.

- ACTION ITEMS:
- A. Presentation by the applicant
 - B. Presentation by the Township Staff and Consultants
 - C. Planning Commission Discussion
 - D. Planning Commission considers recommendation to Township Board.

ITEM #2: CASE 19-038 CAMPING WORLD PRELIMINARY SITE PLAN APPROVAL

TITLE: THE APPLICANT, DERRICK MATTER / CAMPING WORLD IS SEEKING PRELIMINARY SITE PLAN APPROVAL TO DEMOLISH THE EAST WING OF THEIR EXISTING BUILDING AND CREATE NEW R.V. PARKING AND STORAGE ON THE SITE.

LOCATION: The site is located at 43646 North Interstate Service Drive (tax parcel number 83 060 01 0001 001), on the north side I- 94 North Service Drive, between Dewitt and Morton Taylor Roads.

- ACTION ITEMS:
- A. Presentation by the applicant.
 - B. Presentation by the Township Staff and Consultants.
 - C. Planning Commission discussion.

D. Planning Commission considers approval of the preliminary site plan

ITEM #3: ZONING ORDINANCE AMENDMENTS: C, LOCAL BUSINESS DISTRICT AMENDMENTS.

PROPOSED AMENDMENTS TO ADD CLARIFICATIONS IN ORDER TO DISTINGUISH COMMERCIAL AND RESIDENTIAL / NON-COMMERCIAL LAND USES IN THE C, LOCAL BUSINESS DISTRICT WITH RESPECT TO MAXIMUM BUILDING SIZE, AND CLARIFY RESTRICTIONS ON DWELLINGS IN NON-RESIDENTIAL ZONING DISTRICTS.

ACTION ITEMS: A. Presentation by Township Staff.
B. Planning Commission Discussion.
C. Planning Commission considers recommendation to the Township Board.

ITEM #4: CASE 20-015 – TEMPORARY LAND USE APPROVAL

TITLE: THE APPLICANT, ATCHINSON FORD, IS REQUESTING A RENEWAL OF THEIR TEMPORARY LAND USE PERMIT TO PARK LEASE TURN IN VEHICLES AND NEW VEHICLE INVENTORY.

LOCATION: The property is located at 8705 Belleville Road, Van Buren Township, MI 48111 which is on the east side of Belleville Road, north of Tyler Road.

ACTION ITEMS: A. Presentation by the applicant
B. Presentation by Township staff.
C. Planning Commission discussion.
D. Planning Commission considers action on the Temporary Land Use permit.

ITEM #5: ADAPTIVE OUTDOOR RETAIL AND DINING – RELAXATION OF CERTAIN REGULATIONS

ACTION ITEMS: A. Presentation by Township staff.
B. Consideration of recommendation by Planning Commission.

GENERAL DISCUSSION:

ADJOURNMENT:

**CHARTER TOWNSHIP OF VAN BUREN
PLANNING COMMISSION
JUNE 10, 2020 – VIRTUAL MEETING ON ZOOM
MINUTES – DRAFT**

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

ROLL CALL:

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

Excused: Boynton.

Staff: Director Best, Director Power and Secretary Harman.

Planning Representatives: McKenna Associate, Vidya Krishnan.

Applicant(s) in Attendance: Beth Ernat, Jared Kime and John Ackerman for Clover Development.

Audience: Three (3).

APPROVAL OF AGENDA:

Motion Jahr, Kelley second to approve the agenda of June 10, 2020 as presented. Motion Carried.

APPROVAL OF MINUTES:

Motion Atchinson, Jahr second to approve the regular meeting minutes of May 27, 2020 as presented.

Roll Call:

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

Nays: None.

Absent: Boynton.

Motion Carried.

NEW BUSINESS:

ITEM #1: 20-009 – CLOVER DEVELOPMENT – REVIEW AND COMMENT ON PROPOSED VARIANCES IN ASSOCIATION WITH THE SITE PLAN.

TITLE: THE APPLICANT, BETH ERNAT OF CLOVER DEVELOPMENT, IS REQUESTING REVIEW AND COMMENT ON PROPOSED VARIANCES RELATED TO ARCHITECTURAL DESIGN AND MAXIMUM ACCESSORY BUILDING AREA IN ASSOCIATION WITH A PRELIMINARY SITE PLAN AND SPECIAL LAND USE PERMIT APPLICATION ON A VACANT COMMERCIAL SITE.

LOCATION: 8470 BELLEVILLE ROAD. THE PROPERTY IS LOCATED ON THE WEST SIDE OF BELLEVILLE ROAD BETWEEN TYLER ROAD AND ROBSON ROAD.

Beth Ernat of Clover Development gave the presentation. Ms. Ernat displayed a PowerPoint presentation of the proposed Clover Development senior housing project which included a map of the parcel, overview of Clover independent living, demographics, building information, unit

information, property features, the preliminary site plan and building elevation photos. Clover Development is proposing a 125-unit independent living senior housing development for ages 55 and over at 8470 Belleville Road, a 17.72 acre vacant lot, with 2-acres to be used as an out lot for commercial development along the Belleville Road corridor. The property is located in the Belleville Road Overlay District (BROD). The applicant is requesting a variance to the architectural requirements of the BROD for durable siding on 70 percent of the building and a variance to the maximum allowable accessory structure area from 4,800 square feet to 9,600 square feet for garage parking. Ms. Ernat presented examples of assisted living facilities which they are trying to differentiate from as they are independent living and desire the building to be more home like for the residents. She explained the cost of brick would drive the cost of units to above market rate values and may provide a more institutionalized look. Jared Kime, project engineer for Clover Development, reiterated the commercial use of the out lot will keep the desired architectural standards of the BROD along the Belleville Road corridor with the residential building as a backdrop.

Vidya Krishnan of McKenna Associated presented her review letter dated June 4, 2020 recommending the Planning Commission discuss the applicant's proposal with regard to architecture and accessory structure size and provide some feedback to the BZA to help them make a determination. The Planning Commission's input is vital to the BZA which is not involved in drafting and adopting ordinances or setting the guidelines. The feedback from the Planning Commission can be conveyed to the BZA through the liaison member serving on both boards and also summarized by administrative staff in a memo to the BZA.

Commissioners discussed the applicant's variance requests and had the following questions and comments:

1. Does the physical design currently have the architecturally different design standard every 40-feet? Applicant responded yes, the balcony breaks are every 40 feet and have stair wells, brick veneer, board and batten.
2. Does staff concur with the applicant's response? Director Power will take a further look to confirm whether or not those meet the architecturally different design requirements and make it a point for the BZA review.
3. In regards to the doubling of the accessory structure size, is an accessory structure allowed that size in any other zoning district? Under residential 9,600 square feet most likely would be allowed, the restrictions are due to the mixed-use district. Does it meet the test of a variance? Carports and accessory structures at apartments still have a limit for this zoning district.
4. If the accessory building size is allowable in a district with apartments, consider allowing.
5. Brick is required in the overlay district, it is spelled out in the ordinance, the requirement is a strong one in place for the appearance of the district overall. A variance takes advantage of the design standards that have been put in place for the district.
6. Commissioners agreed the brick is an important feature. Liked the idea of having the garages, would like to see them broken up.
7. In terms of marketability, financial hardships cannot weigh in on the Board of Zoning Appeals (BZA) decisions.

8. Not dismissing the applicant, there are many brick buildings in the Township, they don't look institutionalized, the overall architecture gives the look. Don't recommend the variance of the material.
9. The request for the garages is reasonable, the buildings have to have architectural design.
10. Van Buren as a premier community has a lack of senior housing, want seniors to age in place. Have zero independent living in the township, need housing for all. Would like to see this project move through the BZA.
11. Commissioners support the project, worked really hard to have senior housing. Understand the request from the applicant, agree the garage areas need to be broken up.
12. Regarding the garage variance, asked whether a structure of this size was allowable in another district, if there is no other district in which allowable then the argument stands.

John Ackerman from Clover Development advised that an aesthetic quality will be provided on the corridor. The building is set 400 feet off the road, the parcel will remain fully wooded until the commercial out lot is developed and would meet the BROD requirements.

No comments from the audience. Director Best informed Commission members and the audience that the guidance provided to the BZA from Planning Commission will be taken as guiding points. Any further questions or comments can be sent to staff.

ITEM #2: DISCUSSION: ZONING ORDINANCE AMENDMENTS: C, LOCAL BUSINESS DISTRICT AMENDMENTS.

Director Power provided an overview of the ordinance amendments that were reviewed at the March 11, 2020 Planning Commission meeting. A public hearing is scheduled for the June 24, 2020 meeting, any additional information and/or research needed will be brought forward to the public hearing.

Vidya Krishnan of McKenna Associates presented her review letter dated June 2, 2020, with a draft of the zoning ordinance amendments and displayed the following: Chart of C District Uses Trip Generation from the ITE (Institute of Traffic Engineers) Trip Generation Manual Data, map of C, Local Business zoning district coverage in Van Buren Township and examples of selected land uses currently permitted. The C district has a limit on the maximum building size for a single use. This standard was not intended for residential type uses in the C district. The intent of the amendment at this time is not to address a specific project, but to correct a requirement of the ordinance that is too generalized and inappropriate for general application. Addition of the clarification protects the Township and its residents from larger 'big-box' development on neighborhood parcels and at the same time allows for uses that may occupy a larger footprint but generate significantly lesser volumes of traffic and adverse impacts on the abutting areas.

Commissioner inquired if it is clear in the rest of the ordinance documents whether both types of senior facilities (assisted and independent) are commercial or residential uses? Director Power and Vidya Krishnan of McKenna Associates will look into the ordinance further for clarification.

No comments from the audience.

GENERAL DISCUSSION:

Director Best informed the Commission and the audience that while continuing to work as remotely as possible, the Township will be opening on June 15, 2020. Staff can be reached by phone and email with any questions.

Director Power informed the Commission and the audience that the June 24, 2020 Planning Commission meeting will have a public hearing, special land use review and preliminary site plan review.

ADJOURNMENT:

Motion Budd, Atchinson second to adjourn at 8:59 p.m. Motion Carried.

Respectfully submitted,

Christina Harman
Recording Secretary

PLANNING & ZONING APPLICATION

Case number _____

Date Submitted _____

APPLICANT INFORMATION

Applicant Derrick Matter, Director of Construction & Facilities
for Camping World **Phone** (847) 229-6429
Address 250 Parkway Drive, Suite 270 **Fax** _____
City, State Lincolnshire, IL **Zip** 60069
E:mail derrick.matter@ganderoutdoors.com **Cell Phone Number** _____
Property Owner Same as Applicant **Phone** _____
(if different than applicant)
Address _____ **Fax** _____
City, State _____ **Zip** _____
Billing Contact Same as Applicant **Phone** _____
Address _____ **Fax** _____
City, State _____ **Zip** _____

SITE/PROJECT INFORMATION

Name of Project Camping World - Belleville
Parcel Id No. V125-83- 060-01-0001-001 **Project Address** 43646 N. Interstate 94 Service Drive

Attach Legal Description of Property

Property Location: On the North Side of N. Interstate 94 Service Dr. Road; Between Morton Taylor Road Road and Belleville Road Road. **Size of Lot** Width 783 feet Depth 490 feet

Acreage of Site 8.794 acres **Total Acres of Site to Review** 8.794 acres **Current Zoning of Site** C-2

Project Description: Partial demolition/removal of existing of building with improvements to portion of ex. building that will remain. Repaving and expansion of parking lot, with striping modifications and expansion of RV storage areas. Relocation of propane station. Installation of sanitary dump station for RV trailers. Storm drain & stormwater detention improvements. Site lighting & fence upgrades.

Is a re-zoning of this parcel being requested? No YES (if yes complete next line) NO

Current Zoning of Site _____ **Requested Zoning** _____

SPECIAL PERMIT INFORMATION

Does the Proposed Use Require Special Approval? YES (if yes complete next line) NO

Section of Zoning Ordinance for which you are applying _____

Is there an official Woodland within parcel? No **Woodland acreage** N/A

List total number of regulated trees outside the Woodland area? 70 **Total number of trees** 70

Detailed description for cutting trees No trees are currently being proposed for removal.

If applicable application **MUST** be accompanied with a Tree Survey or statement of no trees, which incorporates all the requirements listed in Section 4.45 of Zoning Ordinance 6-2-92, as amended.

OWNER'S AFFIDAVIT

Brent Moody, President of FreedomRoads Property Company, LLC

Print Property Owners Name

Brent Moody
Signature of Property Owner

November 4, 2019
Date

STATE OF MICHIGAN- Illinois
COUNTY OF WAYNE Lake

The undersigned, being duly sworn, deposes and says that the foregoing statements and answers herein contained and accompanied information and date are in all respects true and correct.

Subscribed and sworn before me this 4 day of November 2019.

Jessica L. Gorski Notary Public, Lake County, Michigan Illinois My Commission expires March 8, 2022
Rev 1/12/06

Jessica L. Gorski





TO: Van Buren Charter Township Planning Commission

RE: Planning Case 19-038: Camping World Partial Demolition and Site Redevelopment – Public Hearing

DATE: June 19, 2020

A remote public hearing is scheduled on June 24, 2020 for the Van Buren Township Planning Commission to consider **preliminary site plan approval** and a recommendation for **special land use** for the following requests from applicant Derrick Matter / Camping World:

- Demolition of +/- 15,633-sq. ft. on the east wing of their existing building;
- Retention of +/- 28,139 sq. ft. of the existing building;
- Creation of a new R.V. parking and storage area on site; and
- Related site improvements.

The +/- 8.8-acre site is located at 43646 North Interstate Service Drive (tax parcel number 83 060 01 0001 001), on the north side I- 94 North Service Drive, between Dewitt and Morton Taylor Roads.

Outdoor Vehicle Sales and Vehicle Service (minor) is a special land use in the C-2 (Extensive Highway Business District) Zoning 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).

The following resources have been provided to assist the Planning Commission with this hearing, which will occur at their regular meeting on June 24th:

- A completed application form submitted by the applicant, signed November 4, 2019;
- A 29-page civil and architectural preliminary site plan and special land use plan set from the applicant (hard copy provided separately);

- A special land use review letter from Vidya Krishnan and Hunter Whitehill, dated June 18, 2020;
- A preliminary site plan review letter from Vidya Krishnan and Hunter Whitehill, dated June 18, 2020;
- A preliminary site plan review letter from Paul Kammer, dated April 13, 2020;
- A review letter from Andrew Lenaghan, dated February 5, 2020;
- A copy of the public hearing notice which was published on June 4, 2020 and mailed to neighboring property owners;
- Site imagery; and
- A visual guide to recommended planning conditions of the preliminary site plan.

I look forward to assisting with the discussion of this project on June 24th.

Thank you,



Dan Power, AICP – Director of Planning and Economic Development, Van Buren Charter Township

CC: Matthew Best, MS – Director of Public Services, Van Buren Charter Township
Andrew Lenaghan and David McNally – Van Buren Charter Township Fire Department
James Taylor – Van Buren Charter Township Water and Sewer Director
Vidya Krishnan and Hunter Whitehill – Van Buren Charter Township Planning Consultants, McKenna and Associates, Inc.
Paul Kammer, PE – Van Buren Township Engineering Consultant, Fishbeck
Derrick Matter, Applicant – Camping World
Paul Tulikangas, PE – Nowak and Fraus Engineers



June 18, 2020

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

**Subject: VBT-19-038 Camping World/ 43646 I-94 N. Service Drive; Special Land Use Review #2;
Revised Site Plans Dated May 29, 2020.**

Dear Commissioners:

The applicant, Camping World, proposes to demolish portion of an existing building (east wing -15,633 sq. ft.), retain 28,139 sq. ft. of the existing building and create new R.V. parking and storage area on site. The site is located on the north side I- 94 North Service Drive, between Dewitt and Morton Taylor Roads and has a development area of 8.794 acres. The site is zoned C-2 (Extensive Highway Business District). Section 3.112 of the Zoning Ordinance permits Outdoor Vehicle Sales and 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.**

Camping World is an existing business at the site and has been there for a long time. The site plan at this time involves site improvements and changes to improve the viability of the business. Therefore, we find that the use will continue to promote the use of land in a socially and economically desirable manner. Any impacts resulting from the site improvements on the adjacent properties 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.**

Camping World currently exists at the site and its proximity to I-94 and location on the service drive makes access to it convenient for the public.

- 3. Is compatible with adjacent uses of land.**

There is an existing commercial strip with multiple uses (auto glass repair, marine supply store, auto appliance repair store) to the east of the subject site and vacant parcels to the north and west of the



subject site. A similar business, National RV Detroit is located further west. 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 circulation patterns, which are likely to enhance public health, safety, and welfare.

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 improvements 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 property in the neighborhood in which it is to be 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 improvement 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.

Camping World 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 outdoor vehicle sales use and minor vehicle repair 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 Outdoor Vehicle Storage [Section 5.133]: Outdoor Vehicle Sales are permitted as a Special Land Use in the C-2 District, and is subject to the following use specific standards:

- 1. All vehicles in an outdoor sales lot shall be operable.** The applicant has verified that all vehicles in the outdoor sales lot will be operable. Inoperable vehicles shall be housed within the service garage indoors while they await maintenance/ repair.
- 2. The use shall meet all applicable requirements of Section 9.104 in regards to lot surfacing, drainage, protective curbing and adequate means of ingress and egress.** The comments regarding Section 9.104 which deal with parking and vehicle circulation are addressed in the supplemental site plan review letter and is subject to review and approval by the Township Engineer.



3. **Access to the outdoor sales area shall be at least one hundred (100) feet from the intersection of any two (2) streets.** This standard has been met. Access to outdoor sales area is more than 100' from the intersection of I-94 North Service Drive and Morton Taylor Road and well over 838' from the intersection of I-94 North Service Drive and Belleville Road.
4. **No major repair or major refinishing shall be done on the lot.** The applicant has included a note of clarification on the site plan that no major repair or refinishing will be done on the lot.
5. **No used auto parts may be displayed or sold on the lot.** The applicant has added a note on the site plan to state that no auto parts will be displayed or sold on the lot.
6. **Motor homes, mobile homes, or other large vehicles shall not be displayed in the front yard unless the vehicle is new.** The applicant added a note of clarification that RV's will not be displayed in the front yard.
7. **All lighting shall meet the requirements of Section 8.105 and shall be shielded from adjacent residentially used or zoned districts.** This standard has been met. The site does not abut any residentially used or zoned parcel.
8. **An obscuring opaque wall or fence, of one (1) color only, five (5) feet in height and of fire-resistant construction must be provided on lot lines which abut districts which are zoned for residential use. The actual type of wall or fence shall be determined by the Planning Commission.** This standard has been met. The subject site does not abut any parcel that is zoned for residential uses.
9. **A permanent, enclosed office building for records and supervision for a use permitted in this Section shall be provided on the same site.** This standard can be met provided a floor plan of the proposed on-site building is submitted demonstrating compliance. The applicant has stated:

“We will request a floor plan drawing or other verification from the Owner/Architect to verify a permanent, enclosed office is included in the existing building.”

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 Tyler Elementary School, approximately 1.25 miles northeast of the subject site.
2. **The minimum frontage on any one (1) public street shall be at least one hundred fifty (150) feet.** The standard has been met. The subject site has 783' of frontage onto I-94 North Service Drive.

Recommendation



While the proposed uses meet the general standards for consideration of special land use approval, there still remains one detail that must be added to the plans/addressed, to ensure compliance with the specific standards related to outdoor vehicle storage. Therefore, we recommend that the special land use be approved with the following conditions:

1. Submission of a floor plan to verify provision of a permanent, enclosed office for records and supervision.
2. That all of the conditions of site plan approval are met.

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 McNally, Van Buren Township Fire Marshal



June 18, 2020

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

Subject: VBT-19-038 Camping World/ 43646 I-94 N. Service Drive; Site Plan Review #3; Revised Site Plans Dated May 29, 2020.

Dear Commissioners:

The applicant, Camping World, proposes to demolish portion of an existing building (east wing -15,633 sq. ft.), retain 28,139 sq. ft. of the existing building and create new R.V. parking and storage area on site. The site is located on the north side I-94 North Service Drive, between Dewitt and Morton Taylor Roads and has a new development area of 8.794 acres. 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>):

COMMENTS

- 1. **Zoning and Use.** The site is zoned C-2 (Extensive Highway Business District). Section 3.112 of the Zoning Ordinance permits Outdoor Vehicle Sales and Vehicle Service (minor) as special land uses in the C-2 District. Our comments on the special land use are noted in a letter under separate cover.
- 2. **Required Information.** Section 12.203 of the Zoning Ordinance includes requirements for information on a site plan. All of the site plan related details have been noted on the plans.
- 3. **Lot.** The parcel has a total area of 8.794 acres. The legal description is included with the tax parcel ID number.
- 4. **Dimensional Requirements.** There is no required minimum lot size in the C-2 District.

The minimum required front, rear, and side yard setbacks per Section 4.102 of the Zoning Ordinance are 35 feet, 20 feet, and 25 feet, respectively. The proposed building complies with the minimum setbacks for the C-2 District. Section 4.103 (N) of the Zoning Ordinance states “Off-street parking shall be permitted to occupy a portion of the required front yard setback provided that there shall be maintained a minimum unobstructed and landscaped setback of ten (10) feet between the nearest point of the off-street parking area, exclusive of access driveways and the nearest right-of-way line.” The parking lot setback has been provided and is compliant.

Maximum permitted building height in the C-2 District is 4 stories and 40 feet. The existing has a height of 22’ and is within the maximum permissible limit.



5. Access and Circulation.

- a. **Location of Curb Cuts.** The site can be accessed by an existing curb cut off North Service Drive measuring 43.9', which is proposed to be retained. The width is adequate for accommodating RV's entering and exiting the site. Ingress/Egress lanes have been striped and have directional arrow markings shown on the revised plans.

The applicant has noted that the Emergency Vehicle Access Plan (Sheet C1A) has been revised to reflect changes to the proposed parking layout, curb island modifications, etc. The circulation plan proposed for emergency access is subject to review and approval by the Fire Department and Township Engineer.

- b. **Cross Access.** The site plan does not propose any cross access with the adjacent properties. It is the Township's policy to require cross access wherever feasible. The site abuts a large vacant parcel to the west and north, and an existing commercial use parcel to the east. Per the applicant *"Cross-access with neighboring properties is not being proposed due to numerous feasibility issues, including the proposed RV inventory storage areas located on the east & west sides of the site, which are intended to be secured areas."*

We acknowledge the facility will be gated for security purposes in which case cross access would not be feasible.

- c. **Sidewalks.** The site has an existing sidewalk along its Service Drive frontage which has been shown and labeled on the plans. In addition, the plan proposes a new perpendicular sidewalk constructed of pavers to connect the sidewalk along the Service Drive to the sidewalk in front of the building. A crosswalk has been proposed near the access drive that connects two landscape islands. A crosswalk has now also been provided at the north end of the paver walkway to the front of the building.

6. Parking and Loading.

- a. **Space Dimensions.** Customer parking spaces on the site are dimensioned at 9.5 feet wide by 20 feet long and are double striped. The site plan includes nine (9) 12' x 60' RV customer parking spaces in front of the building which are also double striped. The area on the east and west sides of the building are designated for RV parking and storage. A proposed approximate layout for the RV storage areas is also depicted on Sheet C1 along with an emergency vehicle maneuvering diagram depicted on Sheet C1A. All RV inventory striping has been revised to show double-striping per Township standards.
- b. **Number of Parking Spaces.** The parking requirement is one (1) space per two hundred (200) square feet of gross floor space of interior sales room and two (2) per auto service stall in the service room. With 14,070 sq. ft. of gross floor area and 5 service stalls, 80 parking spaces are required. The site plan proposes a total 82 parking spaces.



- c. **Barrier Free Spaces.** The plan includes a total of four (4) barrier free spaces, which meets the requirement for parking lots containing 76-100 parking spaces. The proposed dimensions are ADA compliant.
- d. **Loading.** As the commercial building is between 20,001 sq. ft. and 50,000 sq. ft., two (2) usable loading spaces measuring 10' x 50' are required. Two loading areas have been dimensioned on the north side of the building (one "recessed" area and one "at grade" area).
- e. **Other.** The paving plan proposes perimeter curbing at all pavement edges and landscape islands within the proposed customer parking areas. The applicant noted on their response letter that a waiver is requested to forgo the requirements for new perimeter curb installations within the proposed RV parking and inventory areas, except where indicated on the revised drawings. Section 9.104 of the Ordinance requires concrete curbs to be provided and maintained around all parking areas, including where parking spaces abut landscaping, property lines or required setback areas. The applicant has stated:

"Proposed curbing remains from previous drawings. We feel it will be difficult and unnecessary from a grading/engineering perspective to install perimeter curbing around the entire parking lot. We request that the site plan approval process move forward, and this item can be discussed further during the engineering review process."

The Planning Commission has the discretion to approve an alternative design when opportunity exists to *substantially improve the water quality of the site.* Unless the applicant can demonstrate through engineering that this standard shall be met or a plan to substantially improve the water quality of the site is proposed, we do not recommend waiver of the curb requirement.

- 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 783' on N. Interstate 94 Service Drive, which requires a total of 20 deciduous trees + 8 ornamental trees + 157 shrubs. The landscape plan proposes that 10 existing deciduous trees + 4 new deciduous trees + 8 ornamental trees + 232 shrubs will be provided along the road frontage on the Service Drive. The applicant has proposed to substitute the 75 extra shrubs for the deficient 6 deciduous trees due to the location of an existing watermain within the front greenbelt, and overhead electric lines.

Section 10.106 of the Zoning Ordinance allows the Planning Commission to modify or adjust the requirements, provided that any such adjustment is keeping with the intent of the Article. We have reviewed the utility plan and, in our determination, the request is reasonable.

- 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. A required landscape area is shown and exceeds the minimum requirement. The frontage is shown with a row of 36" tall boxwood shrubs to meet the screening requirement.

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. With 258,239 sq. ft. of total payment area, a total of 12,912 sq. ft. of interior parking lot landscaping is required. The landscape plan provides for 14,857 sq. ft., exceeding the minimum required. The applicant has proposed an island at the west end of the 9 customer RV parking spaces and at south end of the row of parking spaces at the east side of the main entrance. One (1) deciduous tree is required to be planted for each three hundred (300) square feet of interior landscaping. Based on the plan, 43 interior landscape trees are required and 11 new trees are proposed with 32 existing trees added to meet Ordinance standards.

- c. **Loading Area Landscaping.** The existing trees that have been detailed on the Landscape Plan provide screening of the loading areas, compliant with Section 10.103 (C) of the Zoning Ordinance.
- d. **Display Area Buffering.** Section 10.103 (D) requires buffering of display areas at the discretion of the Planning Commission. While existing trees on the site provide some screening, the applicant has proposed new tree plantings to ensure the display area is properly screened.
- e. **Greenbelt Buffering.** Per Section 10.103 (E), a 10-foot-wide buffer with one (1) tree per thirty (30) linear feet is required between the building and the commercially zoned parcels to the north, east, and south. The plan indicates a greenbelt buffer, around the site, compliant with the 10-foot-wide buffer required. The greenbelt areas have existing trees which are proposed to be preserved and meet the tree count requirement.
- f. **Extensive Highway Business (C-2) District Landscaping.** Section 10.103 (F) (3) provides landscaping standards for the Extensive Highway Business District and requires 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. With the 28,139 square foot building proposal, 1,126 sq. ft. of open space is required to meet this open space landscaping requirement. The brick paver walkway area measuring 1,773 sq. ft is designated to meet this standard. The plan proposes the addition of benches and concrete precast planters in this area as amenities. Detail of a bench and trash container have been provided. Cut sheet detail of proposed planters and a colored rendering of the area is recommended to ensure that it meets the intent of the ordinance.
- g. **Detention Pond Landscaping.** The site plan notes the provision of an underground detention system. As such, no landscape requirements are necessary. The proposed drainage system is subject to review and approval by the Township Engineer and Wayne County and the applicant has acknowledged these approvals are required for the proposed storm water detention system.



8. **Tree Removal Permit.** A tree removal permit is required if the applicant proposes to remove any trees 5" caliper or larger. Per the applicant, the proposal does not involve the removal of any trees on-site. Therefore, a tree removal permit is not required.
9. **Stormwater Pond.** As noted previously, stormwater detention requirements are proposed to be met via installation of an underground detention system." The detention system is subject to review and approval by the Township Engineer and Wayne County.
10. **Lighting.** It appears from the lighting schedule that a total of 38 fixtures are proposed which include wall and pole mounted lights. Per Section 8.105 (C), maximum permitted pole height is 25'. The revised photometric plan shows the 25-foot maximum height requirement being met. Detail of the pole material, color and fixture detail have also been provided and meet ordinance requirements.
11. **Architecture and Building Details.** The applicant has submitted elevations for all facades of the building. The structure is constructed of concrete masonry units which are to be patched, repaired and painted. The building was constructed a long time ago and is in need of some enhancement. We continue to recommend that the applicant consider some façade enhancements for the south façade facing the Service Drive to improve the building's appearance. Material samples and colors must be presented at the Planning Commission meeting for review. We recommend the submission of a colored rendering of the proposed building.
12. **Dumpster.** The site plan notes that the existing dumpster enclosure on the northeast side of the building will be "repaired". The enclosure is to be constructed of masonry units and provided with steel reinforced wooden gates. Typical details have been noted.
13. **Fencing.** The site plan notes a 6' tall chain link black vinyl fence within the rear and side yards. The previously proposed 6' tall fence in the front yard has been reduced in height to 2.5' but remains as chain-link. It's been communicated to the applicant that chain-link fencing is not permitted in the front yard. The applicant has indicated their willingness to comply. A revised plan must clearly include a decorative/ornamental fence in the front yard, details of which must also be provided.
14. **Signs.** The site currently has a monument/pole sign along its I-94 NSD frontage and has been labeled on the site plan. The wall sign stating "CAMPING WORLD" is noted on the elevations sheet. Details of the signage including but not limited to height, size, design, lighting etc. must be provided to determine compliance with Ordinance standards.
15. **Other.** The site plan includes a large propane tank in the front parking lot area. The tank is to be placed on a concrete pad with "screening fabric in chain link fence" around it. Provide details on what exactly the screening fabric is and its durability.
16. **Special Land Use Requirements.** Section 5.133 (A) through (I) includes requirements for outdoor vehicle sales. Section 5.141 (A) and (B) set forth conditions for vehicle service use. These criteria are reviewed in our special land use letter under separate cover.



RECOMMENDATION

The applicant has revised the plan and satisfied most of our Staff Review comments. While there are a few items that remain, these items can be easily modified or corrected. Therefore, we recommend preliminary approval of the site plan, subject to the following conditions:

1. Review and approval of circulation plan proposed for emergency access by the Fire Department and Township Engineer.
2. Installation of concrete curbing around all paved/parking areas, unless the applicant demonstrates through engineering that the alternative design substantially improves the water quality of the site.
3. Submission of planter details and a colored rendering of the proposed landscape island with pavers and amenities.
4. Review and approval of proposed storm water detention system by the Township Engineer and Wayne County.
5. Consideration of façade enhancements including change of colors, addition of bands, cornice etc., to improve the building's appearance.
6. Provision of fencing compliant with Section 7.205 (B) of the Zoning Ordinance.
7. Submission of area, height, lighting and other details for existing and proposed on-site signage.
8. Details on screening fabric around propane tank.
9. Special land use approval by Township Board of Trustees.

Respectfully,
McKENNA

Vidya Krishnan
Principal Planner

Hunter Whitehill
Associate Planner

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

April 13, 2020
Fishbeck Project No. 191629
Township Project No. 19-038

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

Camping World
43646 North I-94 Service Drive
Preliminary Site Plan – Engineering Feasibility Review

Dear Carol Thompson:

At the request of Van Buren Township (Township), Fishbeck has reviewed the revised Site Plan dated March 31, 2020, submitted to the Township for the Preliminary Plan review for the proposed Camping World project, which is located at 73646 North Interstate Highway 94 Service Drive. Please note, the previous site plan was recommended for Preliminary Site Plan approval in our letter dated February 13, 2020. 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 submittal.

This project entails an interior remodel and reconstruction of the existing Camping World building and site. The proposed construction includes: demolition of a portion of the existing 43,772 square-foot building (the remaining building will be 28,139 square-feet); reconstruction of the surrounding concrete pavement; modification to the existing concrete walkway; construction of additional building and parking lot lights; construction of two asphalt RV parking lots; construction of a propane station; reconstruction of the existing storm sewer system including a proposed underground storage facility and pump station; construction of a sanitary sewer service lead; and other various landscaping and site plan improvements. We have attached a summary of our review comments below:

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. On the existing site plan/topographic survey sheet (T1), indicate the existing overland flow route, with flow arrows, indicating how the existing site drains. The route should indicate any incoming drainage from adjacent properties and how those flows handled. At no time, may the natural flow of the land be cut-off by the proposed work.
2. A quantity list itemizing all proposed public sanitary sewer, storm sewer, and water main construction must appear on each sheet indicating such construction. A quantity list indicating the total quantities of construction for the entire project must also be provided.
3. The square footage of proposed commercial/industrial buildings must be provided on the plan view.

Water Main Service

Existing: The Township's Geographic Information System (GIS) records indicate a publicly owned 12-inch ductile iron water main running east-west along the north side of I-94 Service Road and an 8-inch ductile iron water main connecting to a fire hydrant on the north side of the existing building. Per discussions with applicant and Township, this 8-inch water main is privately owned.

Proposed: The applicant's plan indicates a proposed relocation of the existing fire hydrant at the west end of the property by I-94 Service Road. The plans also indicate a proposed 0.75-inch, copper water service from the building to the RV parking lot station. The applicant has indicated that the building does not have a fire suppression system. The plans do not indicate any other modifications to the water main.

Comments:

1. Applicant must indicate where the shutoff valves are for the Contractor and Township to know which valves need to be isolated for shutdown.

Sanitary Sewer

Existing: The Township's GIS records indicate there is an 8-inch clay sanitary sewer line that runs north-south along the west property line into the 10-inch public sanitary sewer running east-west along I-94 Service Road. Per discussions with applicant and Township, the Township 8-inch clay sanitary sewer line may have been built with the intention of being privately owned; however, there are no known easements and the line is privately owned. The plans indicate an existing private 8-inch sanitary sewer service lead connecting into this line.

Proposed: The applicant is proposing to install an additional 4-inch sanitary sewer lead from the RV parking lot with a point of connection to the existing 8-inch public sanitary sewer pipe running along the west property line.

Storm Sewer

Existing: The Township's GIS records indicate that the storm runoff from the existing site is collected through a system of roof drains, catch basins, and an existing storm sewer pipe network which outlets into an open roadside ditch along the north side of I-94 Service Road.

Proposed: The applicant is proposing to modify the existing stormwater system by constructing several additional catch basins and 12-inch private concrete pipes. The proposed additional inlets will capture storm water runoff from the proposed RV parking lots through a system of existing storm sewers into a proposed underground detention facility. The underground system is proposed to outflow through a flow restrictor, into a proposed pump station, and discharge into the existing stormwater open channel on the north side of I-94 Service Road.

Comments:

1. The applicant has provided information that the plans have been submitted to Wayne County Department of Public Services for storm water management review on 11/11/19, and just recently received confirmation from the permit office that the review is in the process of being completed. Approval from Wayne County must be obtained prior to the Engineering and Final Site Plan approval.
2. At this time, Fishbeck has only reviewed the storm water management system for feasibility and will complete a full review upon approval from Wayne County and submittal of Engineering Plans. The applicant must follow the guidelines indicated in the Engineering Standards Manual including but not limited to: profiles of all storm sewers will be required, all tributary area computations (A) and composite C values for each entry point into the system must be indicated, and any offsite drainage that enters the site must be accounted for.
3. The minimum size for storm sewer is 12 inches in diameter and all catch basins and manhole sizes must be verified for the pipe sizes and entry/exit angles.

Paving and Grading

1. As part of the Engineering review process, the applicant will be required to provide more detailed grading plans that indicate detailed ramp grades for Americans with Disabilities Act 2010 (ADA) ramp areas. Flow arrows on the grading plans shall indicate general slopes of the area, verifying that minimum and maximum slopes/grades are met.
2. The plans note a request for a waiver by the planning commission for the requirements of installing a perimeter curb throughout the entire RV inventory parking areas. Grading plans indicate runoff flowing from the outer edges of the parking lot to be captured by storm drain inlets within the interior of the parking areas.
3. On the east side of the parking lot, in the emergency vehicle access plan, there is a fire pumper truck path that indicates the use of a non-paved area to complete a turn. There is also an existing fence gate at this turning point, which if left in place, will be in the path of the fire truck. This area will need to be reworked to allow for the proper turning movement and on a suitable paved or reinforced using a gravel or paver section that satisfies the Township Fire Department.
4. A fence boundary around the proposed parking lot is indicated.
5. The plans indicate the reconstruction of the sidewalk ramp on the east side of the driveway, which appears to be in the Wayne County right-of-way (ROW). Please be aware that this work within the ROW will also need to be included in the Wayne County Permitting process.

Soil Erosion and Sedimentation Control (SESC)

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 (CEA). <https://www.waynecounty.com/departments/environmental/landresources/soil-erosion.aspx>.
2. The applicant has indicated that upon Preliminary Site Plan approval, the SESC Plans will be submitted to Wayne County for approval.

Recommendation

We are recommending the Planning Commission grant the Camping World 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

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

Power, Dan

From: Kammer, Paul <pkammer@fishbeck.com>
Sent: Tuesday, June 9, 2020 5:01 PM
To: Power, Dan; McInally, David; Lenaghan, Andrew; Vidya Krishnan
Cc: Best, Matthew; Renaud, Elizabeth
Subject: RE: [Review request] FW: Camping World submittals required

Follow Up Flag: Follow up
Flag Status: Completed

Good afternoon Dan,

We have reviewed the newly submitted Camping World submittal from Nowak & Fraus Engineers dated 05/29/20. We have compared the newly submitted plans (5/29/20) with the Fishbeck Engineering Feasibility Review letter dated 04/13/20, which was written in response to the Plan Submittal date 03/31/20.

Please let this email serve as confirmation that the Fishbeck recommendation for Preliminary Site Plan approval for engineering feasibility outlined in the review letter dated April 13, 2020, remains valid for the above referenced project.

If you should have any questions or concerns, please let me know.

Thank you,

Paul Kammer, PE | Senior Civil Engineer
Fishbeck | w: 248.324.2137 | c: 248.910.3778 | Fishbeck.com

From: Power, Dan <dpower@vanburen-mi.org>
Sent: Tuesday, June 02, 2020 7:15 AM
To: Kammer, Paul <pkammer@fishbeck.com>; McInally, David <DMcInally@vanburen-mi.org>; Lenaghan, Andrew <alenaghan@vanburen-mi.org>; Vidya Krishnan <VKrishnan@mcka.com>
Cc: Best, Matthew <mbest@vanburen-mi.org>; Renaud, Elizabeth <erenaud@vanburen-mi.org>
Subject: [Review request] FW: Camping World submittals required

Good morning, Vidya, Paul, and Andy:

Please see the documents available via attachments and the link in the email below.

Per the attached "Memo_...", please proceed with writing a review letter regarding *preliminary site plan* and *special land use* review for this case and submit it by no later than Monday, June 15 at noon for inclusion on the June 24 Planning Commission agenda.

If you have any questions, please feel free to reach out.

Thank you,

From: Paul Tulikangas <ptulikangas@nfe-engr.com>
Sent: Monday, June 1, 2020 8:46 AM
To: Power, Dan <dpower@vanburen-mi.org>

Andrew R. Lenaghan
Fire Inspector
Van Buren Fire Department
46425 Tyler Rd
Van Buren Twp, MI 48111
O: 734-699-8900 ext. 9426



February 5, 2020

Department Building and Planning
46425 Tyler Road
Belleville, MI 48111

Re: Camping World
43646 I-94 Service Dr, Van Buren Township MI.

19-038

To whom it may concern:

I have reviewed a plan set sent to me on 2/4/2020. All Items listed below have been addressed within the site plan.

Project Overview:

The proposal is to demo the east end of the building and reconstruct the parking lots. The plan set was reviewed for Fire and Life Safety using the township adopted fire code NFPA 1 and NFPA 101 2018 editions.

Again, please note that **all** applicable **NFPA** codes and standards apply as adopted by the Township of Van Buren.

- ~~1. Plan does not reference the proper fire code adopted by Van Buren Township. NFPA 2018 1 and 101 editions are the official fire code for Van Buren Township, not the 2015 Michigan Fire Code~~
- ~~2. A Knox Box will need to be ordered and installed by owner where fire department indicates.~~
~~www.knoxbox.com. This request was put on the previous work done at the store and has not been completed. Any approval of submitted plans will have to have this item addressed first.~~
- ~~3. Monitored fire alarm system for occupancy.~~

~~NFPA 1 16.3.4.3~~

~~NFPA 1 AHJ~~

Our Mission: The members of the Van Buren Fire Department shall work together in a professional and caring way to protect life and property from the adverse effects of fire, trauma, illness and dangerous conditions. Our services will be provided in a fair, honest, and ethical manner with the highest respect and dignity to all.

4. ~~Wall finishes need to meet the requirements of NFPA~~
 5. ~~Is the hydrant to the rear of existing building operational? If so, records of required yearly maintenance should be kept on site for review during inspections.~~
 6. ~~Fire lanes are a required 20ft wide. Gates shown on plans are only 16ft. FD Knox locks are required for access on all gates.~~
 7. ~~Outdoor storage on plans show parking to close to gates for entry.~~
 8. ~~Travel paths for deliveries and fire apparatus, should be shown on future plans.~~
 9. ~~Emergency lighting inside store needs to meet **NFPA 101 2018 Section 7.8 Illumination of Means of Egress.**~~
 10. ~~**Emergency Responder Radio Coverage System is required unless it can be proven after building is constructed, and occupied that coverage is sufficient. This will be verified by AHJ prior to final C/O.**~~
-
- NFPA72 24.5.2.2.3
11. ~~Wall finishes need to meet the requirements of NFPA~~

Review and approval by the Authority Having Jurisdiction shall not relieve the applicant of the responsibility of compliance with these codes.

If you have any questions about this plan review report, please feel free to contact me

Respectfully submitted,

Andrew R. Lenaghan
 Fire Inspector
 Van Buren Fire Department

**CHARTER TOWNSHIP OF VAN BUREN
PLANNING COMMISSION
REMOTE PUBLIC HEARING**

Notice is hereby given that the Charter Township of Van Buren Planning Commission will hold a public hearing on **June 24, 2020 at 7:30 p.m.** Pursuant to the State of Michigan Governor’s Executive Order #2020-75, this meeting will take place electronically due to health concerns associated with COVID-19. The Planning Commission will consider the following request:

Case 19-038: A request by Derrick Matter / Camping World Inc. to demolish +/- 15,633-sq. ft. on the east wing of their existing building, retain +/- 28,139 sq. ft. of the existing building, and create new R.V. parking and storage area on site. The +/- 8.8-acre site is located at 43646 North Interstate Service Drive (tax parcel number 83 060 01 0001 001), on the north side I- 94 North Service Drive, between Dewitt and Morton Taylor Roads.

Outdoor Vehicle Sales and Vehicle Service (minor) is a special land use in the C-2 (Extensive Highway Business District) Zoning 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).

Members of the public may access the agenda materials via the Township website – www.vanburen-mi.org beginning **June 19, 2020**. On this website, members of the public will also gain access to **means of participating in the electronic meeting**, including a unique Zoom weblink and dial-in phone number with a meeting ID for meeting videoconference or teleconference access. The meeting will be available to view live on the Van Buren Township YouTube Channel which can be reached from the live meeting link located on the Van Buren Township website home page (www.vanburen-mi.org). Closed captioning will be available after YouTube fully renders meeting video.

A complete **procedure for public comment by electronic means** is provided on a guide which is accessible on the Van Buren Township website (www.vanburen-mi.org). Participants may also choose to submit written comments that will be read into record during public comment by the Chairperson. Submit any written comments via e-mail to dpower@vanburen-mi.org by **Noon, Tuesday, June 23, 2020**, which is the day before the meeting. Members of the public may also contact dpower@vanburen-mi.org to be connected with members of the Planning Commission prior to the meeting by e-mail.

To comply with the Americans with Disabilities Act (ADA), any citizen requesting accommodation to attend a meeting, and/or to obtain this notice in alternate formats, please contact the Clerk’s Office at 734.699.8900 extension 9205.



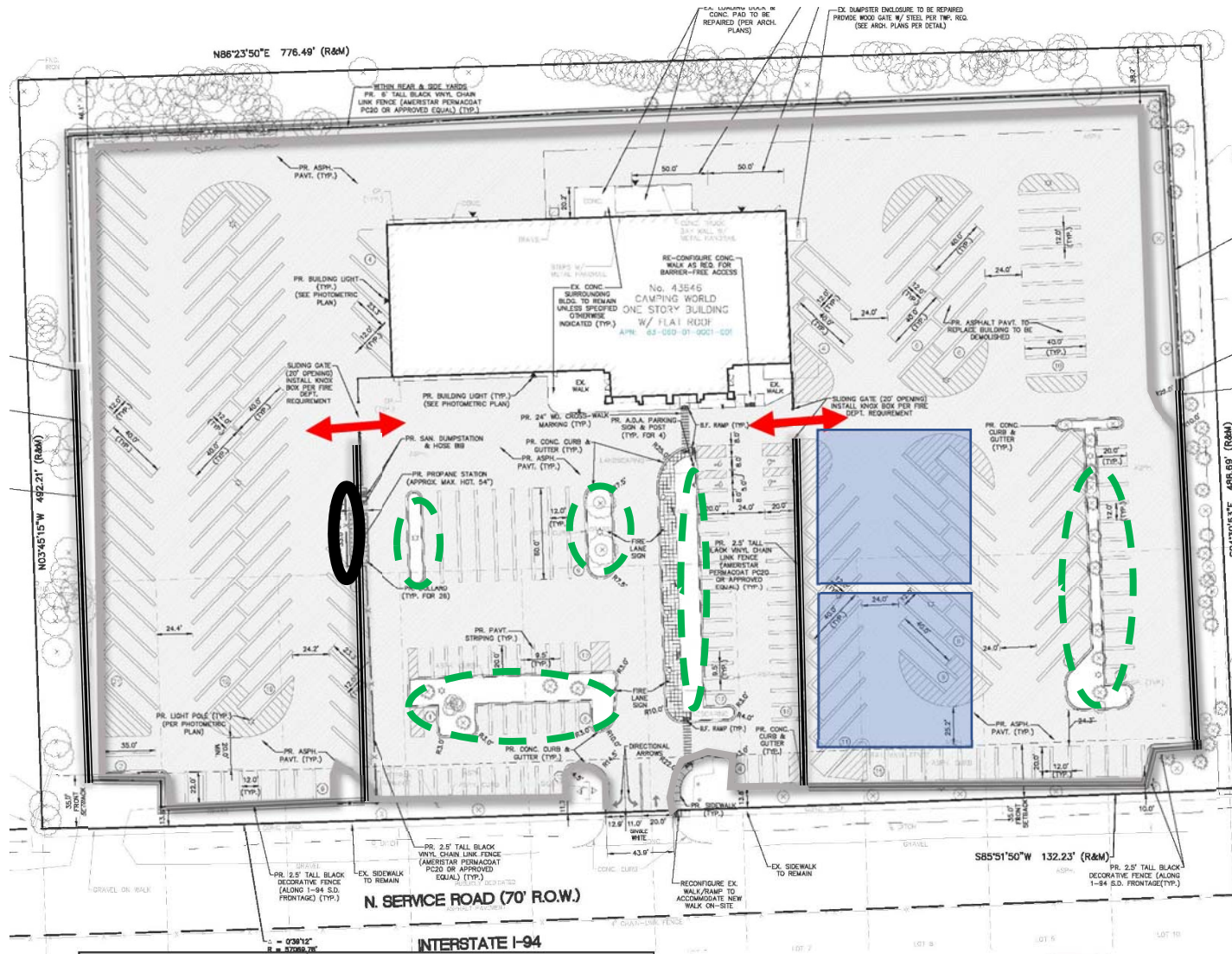
Posted: May 29, 2020
Published: June 4, 2020

Site Location

Google Earth Imagery, 2019



Preliminary Site Plan: Recommended Planning Conditions



- ↔ 1. Review and approval of circulation plan proposed for emergency access by the Fire Department and Township Engineer.
- 2. Installation of concrete curbing around all paved/parking areas, unless the applicant demonstrates through engineering that the alternative design substantially improves the water quality of the site.
- ⊂ 3. Submission of planter details and a colored rendering of the proposed landscape island with pavers and amenities.
- 4. Review and approval of proposed storm water detention system by the Township Engineer and Wayne County.
- ||| 5. Consideration of façade enhancements including change of colors, addition of bands, cornice etc., to improve the building's appearance.
- ||| 6. Provision of fencing compliant with Section 7.205 (B) of the Zoning Ordinance.
- ||| 7. Submission of area, height, lighting and other details for existing and proposed on-site signage.
- 8. Details on screening fabric around propane tank.
- 9. Special land use approval by Township Board of Trustees.



Memo

TO: Van Buren Charter Township Planning Commission

RE: C- District Zoning Amendments – Public Hearing

DATE: June 19, 2020

A remote public hearing is scheduled on June 24, 2020 for the Van Buren Township Planning Commission to consider proposed Zoning Ordinance text amendments which distinguish commercial and non-commercial land uses in the C, Local Business district with respect to maximum building size and clarify restrictions on dwellings in non-residential zoning districts.

The following resources have been provided to assist the Planning Commission with this hearing, which will occur at their regular meeting on June 24th:

- A copy of the previous cover memo from Vidya Krishnan dated June 2, 2020.
- Draft amendments to sections 3.105 and 5.117 of the Zoning Ordinance.
- Reference materials, including the following:
 - o A display of C District Uses Trip Generation from the ITE (Institute of Traffic Engineers) Trip Generation Manual Data
 - o A map which displays the extent of C, Local Business zoning district coverage in Van Buren Township.
 - o Graphic examples of selected land uses which are currently permitted in the C, Local Business District.

Thank you,

Dan Power, AICP – Director of Planning and Economic Development, Van Buren Charter Township

CC: Vidya Krishnan – Van Buren Charter Township Planning Consultant, McKenna and Associates, Inc.
Matthew Best, M.S. – Director of Public Services, Van Buren Charter Township



June 2, 2020

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

Subject: C (Local Commercial) District Amendment

Dear Commissioners:

We are continuing with our ongoing discussion on an amendment we were working on since the beginning of the year, which got put on hold due to the global pandemic. While working on other Ordinance amendments late last year, it came to our attention that the C (Local Commercial) District has a footnote that regulates the size of any single use building. Typically, the size of a development in most districts is dictated by required setbacks, greenbelts, parking, stormwater detention and other site design standards in the Ordinance that must be met.

The C district however has a limitation on the maximum building size for a single use. To our knowledge no other zoning district limits the principal use building size. Building size limitations are only used to differentiate warehouses from distribution centers, accessory uses within a large industrial or office-technology development etc. The intent behind this limitation in the C district was to restrict the traffic generated from any single commercial use. This standard was not intended for residential type uses in the commercial district. The C district currently allows for sit down restaurants, strip commercial buildings, professional medical and dental offices by right. These uses typically occupy a smaller footprint building but generate a significant amount of traffic and road trips. To address any concerns that the proposed amendment will result in an increase in traffic generated on a C parcel, we have provided an addendum showing trips generated by some of the uses allowable in the C district per the latest ITE manual. The graphic representation provides a comparison for the different uses and the resulting traffic based on nationally published data

Based on the trips generated by commercial uses, the building size limitation for a *commercial use* is well placed. However, such a limitation for a residential use is not practical or reasonable. The currently C district regulations have been part of the Zoning Ordinance for over a decade. The Township zoning map has a handful of parcels zoned C and no new project have been reviewed on any of these parcels in a very long time. Therefore, when the ordinance was reviewed and updated a few years ago, the provision limiting building size was not scrutinized.

The intent of the amendment at this time is not to address a specific project, but to correct a requirement of the ordinance that is too generalized and inappropriate for general application. Addition of the clarification protects the Township and its residents from larger 'big-box' development on these neighborhood parcels and at the same time allows for uses that may occupy a larger footprint but generate significantly lesser volumes of traffic and adverse impacts on the abutting areas.

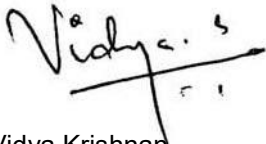
Typically when a new ordinance is adopted, we review the existing ordinance to check for any points of conflict and correct them. However, with a Zoning Ordinance spanning 348 pages, an occasion point of conflict is overlooked. Recent ordinance amendment(s) that passed includes a repealer clause which addresses such unforeseen conflicts when a new ordinance is adopted. The clause states: "*All other provisions of the Zoning*

Ordinance, or Ordinances or parts of Ordinances, in conflict with this Ordinance are hereby repealed only to the extent necessary to give this Ordinance full force and effect.”

While this section can be used to address conflicting points, we believe the C district regulations need clarification. I will be present at the Planning Commission meeting and look forward to discussing and reviewing the proposed amendment with you.

Respectfully,

McKENNA

A handwritten signature in black ink that reads "Vidya Krishnan". The signature is written in a cursive style with a horizontal line crossing through the middle of the name.

Vidya Krishnan
Principal Planner

- c: Matt Best, Van Buren Township Director of Public Services
Dan Power, Director of Planning and Economic Development



**CHARTER TOWNSHIP OF VAN BUREN, COUNTY
OF WAYNE, STATE OF MICHIGAN**

ORDINANCE NO. xx-xx-20

AN ORDINANCE TO AMEND THE ZONING ORDINANCE 5-2-17(2) AS AMENDED OF THE CHARTER TOWNSHIP OF VAN BUREN TO AMEND THE LANGUAGE OF C, LOCAL COMMERCIAL DISTRICT TO CLARIFY BUILDING SIZE LIMITATIONS AND ADD CLARIFICATION TO SECTION 5.117 REGARDING DWELLINGS IN NON-RESIDENTIAL DISTRICTS.

THE CHARTER TOWNSHIP OF VAN BUREN ORDAINS:

SECTION 1- ORDINANCE AMENDMENT

Pursuant to this Ordinance, the following sections of the Charter Township of Van Buren Zoning Ordinance shall be amended in accordance with the below text upon the effective date of this Amendment:

Section 3.105 Footnotes to the Table of Permitted Uses and Special Land Uses by District

(B) Required Conditions of the C, Local Business District

(2) Buildings. Buildings in the Local Business District shall be subject to the following limitations:

- (a) Building for Permitted Uses.** No single use may occupy a building or portion of a building greater than five thousand (5,000) square feet and no building occupied by more than one (1) use may be larger than ten thousand (10,000) square feet.
- (b) Other Buildings.** Building including one (1) or more uses permitted by right and/or permitted after special approval, which are larger in area than those permitted above shall be subject to special land use review and the following provisions:
 - (i)** Such building shall be located on a site not less than three (3) acres in area.
 - (ii)** No single commercial use may occupy a building or portion of a building greater than ten thousand (10,000) square feet.
 - (iii)** No commercial use building occupied by more than one (1) use may be larger than thirty thousand (30,000) square feet.
 - (iv)** No main or accessory building shall be situated less than fifty (50) feet from any residential district, or from any property line which abuts a residential district or use.
 - (v)** The maximum size of a building used for non-commercial or residential uses shall be dictated by compliance with all applicable ordinance regulations for setbacks, parking, greenbelts and other site design requirements.

Section 5.117 Dwellings in Non-Residential Districts.

No dwelling unit shall be erected in the M-1 (Light Industrial), M-2 (General Industrial), MT (Industrial Transportation), AP (Airport), O-T (Office Technology), C (Local Business), C-1 (General Business), or C-2 (Extensive Highway Business) Districts except for the living quarters ~~for the living quarters~~ of a watchman, caretaker or resident manager as specified below or otherwise permitted elsewhere by the Ordinance. Such dwelling units shall be subjected to the requirements of Article 12, Chapter 2, Article 12, Chapter 3, and the following conditions:

(A) Only one (1) dwelling unit shall be located within the principal structure.

(B) Dwelling units shall not exceed a floor area of one thousand two hundred (1,200) square feet.

(C) The required parking for the dwelling unit may be incorporated into the general parking for the facility

SECTION 2 - SEVERABILITY

Should any provision or part of this Ordinance be declared by any court of competent jurisdiction to be invalid or unenforceable, the same shall not affect the validity or enforceability of the balance of this Ordinance, which shall remain in full force and effect.

SECTION 3 - REPEALER

All other provisions of the Zoning Ordinance, or Ordinances or parts of Ordinances, in conflict with this Ordinance are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

SECTION 4- SAVINGS CLAUSE

Nothing in this Ordinance shall be construed to affect any suit or proceeding pending in any court or any rights acquired or any liability incurred, or any cause or causes of action acquired or existing, under the Zoning Ordinance, or any act or Ordinance hereby repealed as cited in Section 3 of this Ordinance; nor shall any just or legal right or remedy of any character be lost, impaired, or affected by this Ordinance.

SECTION 5 - EFFECTIVE DATE

The provisions of this Ordinance are hereby ordered to take effect seven (7) days after publication of the notice of adoption in a newspaper of general circulation within the Township. This Ordinance shall be immediately recorded by the Township Clerk in the Township Ordinance Book as soon as it is adopted, which record shall be authenticated by the signatures of the Supervisor and Clerk and shall be published in a newspaper of general circulation in the Township within fifteen (15) days of passage. A copy of this Ordinance may be purchased or inspected at the Clerk's Office, 46425 Tyler Road, Van Buren Township, MI 48111 during normal business hours.

SECTION 6 - ADOPTION

This Ordinance is hereby declared to have been adopted by the Township Board of the Charter Township of Van Buren at a meeting duly called and held on the --- day of -----, 2020, and ordered to be given publication in the manner prescribed by law.

I hereby approve the foregoing Ordinance,

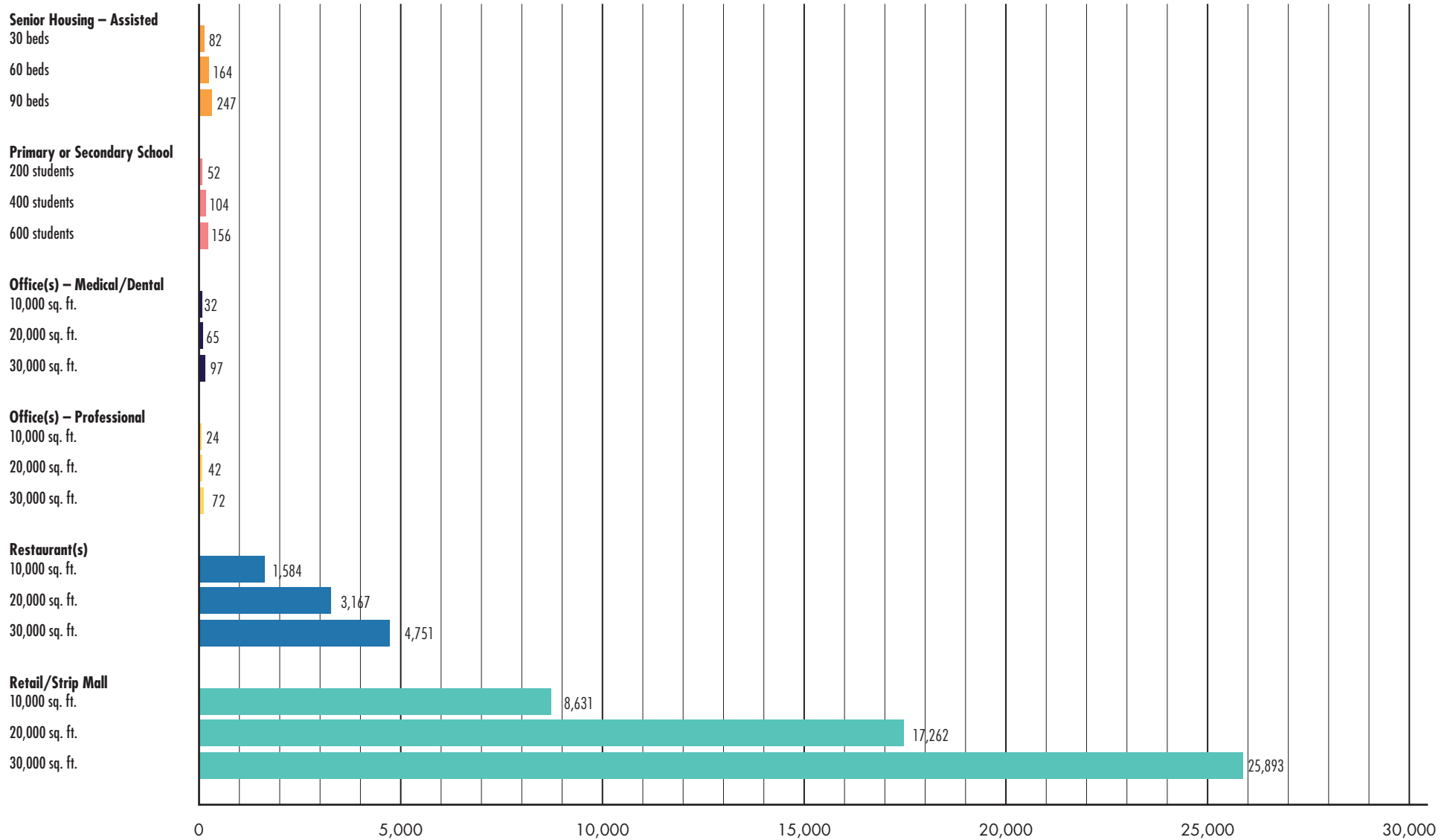
Leon Wright, Clerk

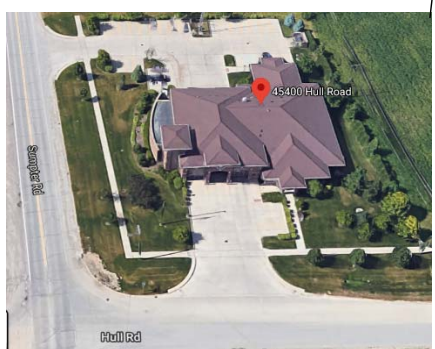
Kevin McNamara, Supervisor

Adopted:
Published:
Effective:

C District Uses Trip Generation

Van Buren Township, Wayne County, Michigan





Section 3.110 C, Local Business District

(A) STATEMENT OF PURPOSE	
<p>The Local Business District intended to permit retail business and service uses which are needed to serve nearby residential areas. In order to promote such business development, uses are permitted which would not create hazards, offensive and loud noises, vibration, smoke, glare or excessive truck traffic. The intent of this district is also to encourage the concentration of local business in appropriate locations for the mutual benefit of businesses and patrons. It is intended that marginal strip business development along major streets be discouraged.</p>	
(B) PERMITTED USES	(C) SPECIAL LAND USES
<ul style="list-style-type: none"> • Service establishment, personal services • Service establishment, office, showroom or workshop (retail required) • Office, Professional • Office, Medical and Dental • Grocery store • Restaurants, Sit Down with no entertainment • Retail Sales, Indoor • School (Primary or Secondary) • School (College or University, Public or Non-Profit) • Private indoor instructional institutions. • Adult day care centers • Wireless Communication Facilities • Banks and Financial Institutions, No Drive-Thru • Accessory structures and uses customarily incidental to the above permitted uses 	<ul style="list-style-type: none"> • Publicly owned buildings and uses • Public utility buildings, telephone exchange buildings, electric transformer stations and substations and gas regulator stations but not including storage yards, when necessary to serve the immediate vicinity. • Child care centers • Greenhouses and Nurseries • Accessory Caretaker Dwelling • Senior Housing

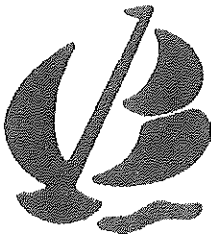
Examples –Commercial and non-Commercial Uses

Commercial Uses



Non-Commercial (including Residential) Uses





**CHARTER TOWNSHIP OF VAN BUREN
APPLICATION FOR
TEMPORARY LAND USE/SPECIAL EVENT
46425 TYLER ROAD
BELLEVILLE, MI 48111**

DATE: 6/16/20

BUSINESS NAME: Atchinson Ford Sales. Inc

CONTACT PERSON: Craig Atchinson PHONE # 734-697-9161

SUPERVISOR FOR SITE: _____ PHONE # _____

EVENT TITLE: _____

TYPE OF EVENT: _____ DATE(S): _____

LOCATION OF EVENT: _____

ADDRESS OF LOCATION: 8705 Belleville Rd

PROPERTY OWNER REPRESENTATIVE: _____ PHONE # _____

ARE SIGNS PROPOSED FOR ADVERTISING: YES NO IF YES, INCLUDE LOCATIONS & DETAILS

OTHER Parking Vehicles


IF OUTSIDE USE OF THE SITE IS PROPOSED SUBMIT DRAWING OF LAYOUT AND INCLUDE CRITERIA ITEMS (ATTACHED)

NOTES:

IF NOISE ABOVE 65 DB, ODOR, GLARE, SMOKE, VIBRATION ARE EXPECTED BEYOND THE PROPERTY BOUNDRIES PLEASE EXPLAIN IN SEPARATE LETTER.

ALL STRUCTURES INSTALLED FOR THE SPECIAL EVENT MUST BE REMOVED FROM SITE NO LATER THAN THREE (3) DAYS AFTER THE EVENT.

PROCESSING FEE \$ _____ BOND FEE \$ _____ TOTAL \$ 1250.00


(SIGNATURE OF APPLICANT)

6-16-20
(DATE SIGNED)

(APPROVED BY)

(DATE SIGNED)



MEMO

TO: Township Planning Commission
FROM: Matthew R. Best – Director of Public Services
RE: Review of Temporary Land Use Request #TLU19-023 –
Atchinson Ford Vehicle Parking 8705 Belleville Road
(Renewal)
DATE: June 17, 2020

PROJECT REVIEW

Atchinson Ford is requesting renewal of their Temporary Land Use permit for the temporary parking and storage of vehicles at 8705 Belleville Road. The temporary use is proposed to be for a one-year timeframe. Per the Zoning Ordinance, temporary uses that operate for more than seven (7) consecutive days require Planning Commission approval.

The following items are the approval standards in section 7.120 of the Township's Zoning Ordinance and our review is based upon conversations with the applicant and the provided materials. Please consider the following:

Adequacy of parking and access

The site is currently unoccupied and has an existing gravel parking area that encompasses nearly the entire width of the site. This area was originally designed for the placement of manufactured and modular homes as the prior use of the site was a sales area for these types of homes. While some maintenance will need to be done on this gravel parking area it is currently existing and unused. Based on this the applicant has sufficient area to park vehicles on the site without creating negative externalities. Regarding adequate access, the applicant has worked with the Township Fire Marshall to ensure that the parking of vehicles will not create a situation where emergency vehicle access is limited by the storage of cars.

Adequate drainage

The site is in an existing gravel parking lot that already has storm water drainage. As no substantial improvements are being made to the property and as there have been no identified drainage issues which staff is aware of, the proposed temporary use should not have any impact on site drainage.

Compatibility with surrounding land uses

The proposed temporary use is located adjacent to vacant land to the west, a park area to the east, a private recreational use/ice cream shop to the south and manufactured housing community to the north. Based on this it is anticipated that the largest potential for incompatibility lies with the manufactured housing community to the north, but there are several factors which would mitigate these issues. First, there already an existing vegetative buffer which is overgrown between the property to the north and the subject property. This should provide for some privacy between the uses. Second, we will be proposing a condition that the parking/storage of vehicles be setback 20 feet from the north property

boundary. The reason why we are proposing 20 feet is to be consistent with the distance required for vegetative buffers in the landscaping section of our Zoning Ordinance. Lastly, the current condition of the site is fairly poor as the site has been abandoned for some time. I have discussed this issue with the applicant and they have indicated that their intention is to clean up the site, provide maintenance for the gravel parking area, and park new and newer year vehicles on the site. It is due to this that the condition of the site will improve as it will undergo maintenance and regular use.

Regarding the parking of the vehicles along Belleville Road, we will be recommending a condition of approval that the Planning Commission require a minimum of a 10 setback from the front property line to be consistent with the landscaping buffer requirement along the road frontage. One issue which would need to be addressed is regarding headlight glare onto Belleville Road. Staff will place a recommendation on this application that the vehicles which are parked directly adjacent to Belleville Road be parked with the front of the vehicle facing away from Belleville Road. This will alleviate any concerns regarding the headlight glare onto Belleville Road.

As the parking area is primarily on front of the site, and the adjacent site to the south is an existing commercial use, I do not believe that this use will place a substantial burden on these sites.

Size, height, and type of construction of proposed buildings and structures in relation to surrounding site

There are no proposed buildings and structures associated with the proposed temporary use of the property.

Sufficient setbacks from road right-of-ways and lot lines

The property is zoned C-1, General Commercial and it is recommended that the applicant maintain setbacks for the temporary storage and parking of vehicles which are consistent with the landscape buffers between the zoning districts. These are 10 feet from the front property line, 20 feet from the north and east property line, and 10 feet from the south property line. If approval is recommended this will be listed as a potential condition of approval.

Adequate utilities

The proposed temporary use should not utilize any existing utilities as it is proposed.

Trash disposal and site clean-up

There are no proposed employees to be on site, but a condition should be placed on the approval that the applicant shall maintain the property in a clean manner.

Sanitary facilities

As there are no employees on site, no sanitary facilities will be provided. The employees will come from the Atchinson Ford main dealership site, where there are existing facilities.

Hours of operation

The vehicle storage area will be used during the same hours of operation as the dealership which can range from 9 a.m. until 9 p.m., but depending on the day, has closing hours of 6 p.m. and 3 p.m.

Outdoor light and signs

Please note that no site lighting is proposed at this time and any future lighting will need to be reviewed for compliance with the Zoning Ordinance by Township staff. This will be recommended as a condition of approval. There is no proposed signage at this time. Any proposed signage will be reviewed by Township staff for compliance with the Zoning Ordinance.

Other licenses and permits required

There are no other licenses or permits required that staff is aware of.

Potential noise, odor, dust, and glare

The proposed temporary use should not increase the noise, odor, dust or glare from their use. The parking and storage of vehicles is essentially the original use of the site and what the gravel area was designed for. So long as the applicant maintains the above specified hours there should be no anticipated issues.

Fire lanes, fire protection, and security

The Fire Marshal has reviewed this site previously and no issues have arisen from the use of the site that staff is aware of. The site has an existing fence around it. This should limit the unauthorized access of this area.

Off-site impacts of traffic volumes

The roads in the immediate vicinity are major Township roads, and this temporary use will not impact their flow or travel volumes.

Necessity of performance bond to ensure prompt removal

A performance bond should not be necessary for this temporary use.

Other concerns which may impact the public health, safety, or general welfare

There are no additional concerns.

Recommendation

This temporary land use has been conducted for the last two years with no issues that have been brought to the attention of the Township. The applicant has removed the existing vacant building on the site and has taken efforts to keep the property well maintained. Based on this and the review criteria mentioned above staff is recommending approval of the temporary land use for Atchinson Ford to continue the temporary land use of parking vehicles at this property at 8705 Belleville Road. The recommendation is based on this review dated June 17, 2020 and subject to the following conditions:

1. The applicant shall maintain setbacks which are consistent with the landscape buffering standards in the Township's Zoning Ordinance. These are as follows:
 - a. Front (East Side Adjacent to Belleville Road): 10' from property boundary.
 - b. Side (North Side Adjacent to Belleville Manor): 20' from property boundary.
 - c. Side (Sound Side Adjacent to Armstrong's Funland): 10' from property boundary
 - d. Rear (East Side Adjacent to Belleville Manor Park): 20' from property boundary
2. Vehicles parked immediately adjacent to Belleville Road shall be parked with the front of the vehicle facing away from Belleville Road and adjacent properties in order avoid headlight glare.
3. The site shall be maintained in a clean manner and trash will be properly disposed of.
4. The hours of operation for the temporary vehicle parking area shall mirror the hours of operation for the Atchinson Ford dealership.
5. That any exterior lighting or signs be reviewed and approved by the Director of Planning & Economic Development for consistency with the Zoning Ordinance, prior to their installation.
6. That the temporary land use permit is valid for a period of one year ending June 26, 2021.

David C. McInally II
Fire Marshal
O: 734-699-8900 ext 9416

Van Buren Fire Department
46425 Tyler Rd
Belleville, MI 48111



April 23rd 2018

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

Re: Atchinson Ford Sales
8705 Belleville Rd
Van Buren Twp.

To whom it may concern:

I have reviewed the submitted plan for parking of overflow cars at the address listed above. I spoke with the applicant and he assures me the parking of said vehicles will allow for emergency vehicle access if needed. I have no other concerns with this proposal

At this point, I can approve the site plan and proposal as submitted.

If you have any questions about this plan review report, please feel free to contact me at (734)260-9136

Respectfully submitted,

David McInally

Fire Marshal

Our Mission: The members of the Van Buren Fire Department shall work together in a professional and caring way to protect life and property from the adverse effects of fire, trauma, illness and dangerous conditions. Our services will be provided in a fair, honest, and ethical manner with the highest respect and dignity to all.



Memo

TO: Van Buren Charter Township Planning Commission
RE: Adaptive Outdoor Retail and Dining – Relaxation of Certain Regulations
DATE: June 23, 2020

Businesses are striving to reopen, recover, and adapt in the context of the COVID-19 pandemic. This includes maximizing seating and retail space outdoors while limits on indoor occupancy remain in place. Under normal circumstances, the Van Buren Township Planning Commission reviews temporary land use applications for sales or dining events at commercial sites, such as outdoor tent sales, that extend beyond two weeks. These applications also typically require the submittal of an administrative fee.

I am asking the Planning Commission to discuss and consider forwarding a recommendation to temporarily relax the requirement of Planning Commission review for temporary land uses, specifically for businesses to use outdoor dining and retail space due to COVID-19, through October 31, 2020. In turn, the Township Planning and Economic Development Director will review site plans and applications for these adaptive temporary outdoor dining and retail operations with input as necessary from the Department of Public Safety, DDA, and Department of Public Services.

If the Planning Commission concurs, I will present an informational update and/or resolution to the Van Buren Township Board of Trustees on this matter at their regular meeting on July 7, 2020. I will be attending the meeting on June 24, 2020 to discuss this topic. Thank you for your consideration.

Thank you,

Dan Power, AICP – Director of Planning and Economic Development, Van Buren Charter Township

CC: Vidya Krishnan – Van Buren Charter Township Planning Consultant, McKenna and Associates, Inc.

Matthew Best, M.S. – Director of Public Services, Van Buren Charter Township