

MINUTES OF THE 534TH SPECIAL MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, APRIL 5, 2023

The Meeting was called to order at 7:00 p.m. by Tom Neil, Chairperson, in the Township Hall and the Pledge of Allegiance was recited.

WTPC Members Present: Paul Zalucha, Kay Stremler, George Goodman, Tom Neil, Rick Kleinschmidt, Julie Nixon

Members Absent: John Westman

Also Present: John Kingsley, John Scharf, Sri Komaragiri, Jennifer Simonds, Connie Savander, Donna Whitney, Brendan Walsh, Scott Betzoldt, Dave Swanson, Brian Louwerse, and 105 residents

- I. Approval of Agenda: Paul Zalucha moved, 2nd by George Goodman, to approve tonight's agenda as presented. Motion carried.

- II. Public Participation: None

- III. Township Planner & Zoning Administrator Comments: Given by Sri Komaragiri
Seasonal Agri-tourism: Intent and applicability
George Goodman moved, 2nd by Tom Neil to postpone the Seasonal Agri-tourism: Intent and applicability

- IV. Public Hearing:
ST. JOSEPH CATHOLIC CHURCH PHASE 2 SPECIAL USE REQUEST 23-SP-0001:
Public hearing and consideration of applicant's request for special land use amendment, Preliminary Site Plan and Final Site Plan for St. Joseph Catholic church. The subject property is located at 6805 Mast Road, southwest corner of North Territorial Road and Mast Road. A special land use is required to construct a Phase 2 building addition to their existing facility. The proposed addition and site improvements will occur in the southwest part of the site behind the existing building. The addition will house administrative offices, classrooms, meeting rooms, a multipurpose reception/recreation space and a kitchen.

Public Hearing opened at 7:06 p.m.

Tom Neil and Paul Zalucha stated that although they are members of St. Joseph Catholic Church, neither are on any church boards nor financially invested in the St. Joseph Phase 2 project and therefore do not need to recuse themselves.

Brendan Walsh, Pastor, St. Joseph Catholic Church, stated that they are looking to get both the Preliminary Site Plan and Final Site Plan tonight.

Scott Betzoldt, engineer at Midwestern Consulting, stated that they are seeking a Preliminary Site Plan and Final Site Plan and a recommendation for a Special Land Use Permit to go to the Township Board. Two variances are needed due to building height and expansion of the project that was started in 2003. Initially the social hall was larger, but the plan now is for 24,000 sq. ft. Height at the time was 59 feet on the north side and 44

feet on the south end. The definition on height changed in 2011. We got the Final Site Plan in 2005 for the initial building and parking lot. The new addition is to include an administrative wing, educational and social hall, additional parking, sewage, landscaping, and deferred parking. The current parking situation is good except for the 2 big days of year (Christmas and Easter). This plan gives more parking for these special days. They have got approvals from all necessary agencies.

Dave Swanson, architect from Swanson Design Studios, stated that in 2003 a consolidated campus with a social hall, office, religious education and social hall was planned. In initial phase 1 we showed the footprint for these add-ons. We wanted it to look like a comprehensive whole, so you couldn't tell difference between Phase 1 and 2. We used the same materials, rooflines, etc.

Sri Komaragiri, Webster Township Planner & Zoning Administrator, stated that the original development agreement was in 2007. The reason for tonight's meeting is because we need an amendment to the original land use. These are the factors we looked at:

- Traffic – We reviewed traffic and there are no additional improvements required.
- Landscape plans – The required land and buffers were approved in 2007, so additional trees will be required for the parking lot expansion.
- Shared Parking – Ordinance allows for a shared parking arrangement. Planning Commission will consider whether this amount of parking is okay for Phase 2, and will also look at the drop off area, loading area, relocated dumpster and handicap accessible spots.
- Building design – Need to look at heights, storm water, sewer plans etc.
- Photometric Plan – Need plan for when all lights are on. This plan came in 1 day before the meeting so we have not had time to look at it.

Request from applicant is:

1. Recommendation of the Special Land Use amendment to the Township Board
2. Preliminary Site Plan
3. Final Site Plan

Doug Koepsell, 7250 Park Lake Dr. In support of project. Stated the St Joseph Festival is one of the largest gatherings in Webster Township and 10% goes to local charity. In support of new social hall because luncheons and funerals happen in the town church which is not properly accessible, so as a parish we are not being as accommodating as we should be. New social hall will be barrier free.

Mary Swanson, architect. In support of project. States the building is very fine architecture. The church has invested in the community. The congregation has raised the funds within the community.

Laura Sopko, 7841 Mast. In support of project. States she is part of parish life commission and organizes many events. New kitchen is needed to meet goals. All gathering open to parishioners as well as those in Dexter community and beyond.

Stephen Hunt III, 5904 Merkel. In support of project. Church is a big part of the

community for parishioners as well as the community. Parish has been a good neighbor. Site is well taken care of with lots of green space.

Keith Gallagher, 9694 Base Lake. In support of project. Parish supports local charities which will also benefit from the addition.

Mike Koch, 6773 Mast. Concerns about lighting. Lives across from the church. Lighting was altered last fall from the original plan and it is not good.

Kristen Brancheau, 7852 Mast. In support of project.

Gary Koch, 6772 Mast. Concerns about lighting and increased traffic. Lives across from the church. Lighting was altered last fall from the original plan and now there will be more lights put in. Will wedding receptions be allowed, or will the same rules apply as the Methodist Church where wedding receptions are not allowed. Would like to know more about what the new building will be used for.

Brian Louwse from Mast Lighting stated that they replaced old lighting last year with new LED lights. Replaced 23,000 lumens with 20,000 lumens. Church paid for motion dimming cells so lights go to 2,000 lumens. Installed glare shields to keep lights from shining towards houses. These same lights will be part of the new plan. New lights are white light, rather than the old yellow color.

Dianne Singer, 6066 Scully. In support of project. Was hard getting our parents in wheelchairs back and forth to fellowship hall at the city church.

Scott McClellan, 4793 Northgate. In support of project. Expansion will give unified campus open to the community.

Gary Hunter 5665 Crest. In support of project. Traffic will be better because people won't be rushing off to city church for fellowship after service.

Mary Shields, 7550 Zeeb. In support of project. The church was a big attraction to moving here.

Mike Koch, 6773 Mast. Concerns about lighting. The lights do not dim and shields are not on them. They do go off at the required time according to the township ordinance.

Brian Louwse from Mast Lighting stated that the lights were inspected by township and they do dim and there are new shields.

Bob Vargo, 7561 N. Pinefield (Written response) Concerns about lighting, dumpster location, and a pattern of not fulfilling requests. Hopes the second dumpster location will be less offensive.

Public Hearing was closed at 7:59 p.m.

Summary by Sri Komaragiri, Township Planner & Zoning Administrator.

These items need to be received and reviewed at by the Planning Commission before next phase.

1. Expansion of existing non-conforming structure requires ZBA approval.
2. Proposed building height exceeds the maximum.
3. A copy of the traffic impact assessment is required.
4. Tree removal and mitigation information is required.
5. Irrigation plan is not provided.
6. Landscape plan requires revisions.
7. Shared parking requires Planning Commission approval.
8. Minor revisions to comply with parking standards are required.
9. Lighting and photometric plan is incomplete.
10. An estimate for final cost of construction is required.
11. Planning Commission should review the proposed secondary uses.
12. Planning Commission may consider additional conditions to address lighting and landscape concerns to reduce visual impact on neighboring properties.

Kay Stremmer asked if the enforcement officer went there.

Sri Komaragiri responded yes, because of resident complaint.

Paul Zalucha questioned the lighting change. He highlighted the development agreement third amendment.

Brendan Walsh stated the amount of light and length of time lights are on. One security light stays on at all times.

Paul Zalucha stated that fixtures face up. Architect is supposed to look at our ordinance. Stated that an agreement was signed then changes were made without asking township permission and the changes affected the neighbors. Lights and angle of lights were changed.

Brendan Walsh stated they did flatten the lights out but didn't realize they needed to come ask permission from township.

Paul Zalucha stated the lighting study lists the lamps at a 40-degree angle, but Brendan Walsh says they are flat.

George Goodman stated that daylight vs soft light bulbs are very different and it sounds like the church has daylight LED's which are much brighter.

Brian Louwerse from Mast Lighting, answered yes, they could change that.

George Goodman stated that a 2000 lumen flashlight is way brighter than the old lights. Neighbors say it doesn't work. Do they or do they not work. My guess is that they are maybe not working correctly.

Brian Louwrese from Mast Lighting stated that the dimming mechanism can be triggered by birds and the lights stay on for 5 minutes before dimming again.

Tom Neil asked if the ground lighting is on timers.

Brendan Walsh replied that all lights go off at 11, except the security light.

Kay Stremmer stated that our ordinance promotes dark skies, and questioned whether the current lights promote dark light skies.

Brendan Walsh stated that is why they are flat, shielded, and off at 11. He also mentioned there is only one light on the steeple which is on during masses as per the development agreement.

Kay Stremmer asked about the lighting on the new building.

Dave Swanson, architect, stated that there is lighting for security when coming and going to building.

Sri Komaragiri asked if automation is turned off? Brendan Walsh responded yes.

Sri Komaragiri stated the development agreement states lights go out at 11 p.m. except for special days. Do we need a photometric plan for festival times?

Brendan Walsh stated that lights are off by 11 during the festival.

Kay Stremmer asked about additional events in social hall.

Brendan Walsh stated that they cannot foresee all future events, especially funerals and weddings.

Kay Stremmer stated there are a lot of gaps in trees on the berm. Asked if the internal landscaping will fill the gaps.

Brendan Walsh stated that there is talk of possibly a fence on the berm and yes, they could look at additional trees internally.

Paul Zalucha asked if the applicant could do an actual lighting study of the existing lights that are out there.

Brian Louwrese from Mast Lighting said yes, that can be done.

Paul Zalucha stated that the ~~width~~ AREA of the parking spaces does not meet ordinance.

Dave Swanson, architect, noted that the overhang is counted.

Sri Komaragiri stated that we don't have that in our ordinance so the site plan needs to be revised.

Dave Swanson, architect, stated the parking spaces can be 20 sq feet.

Paul Zalucha asked the architect if they need to go back to the drain commission now that there will be more impervious space. Also, how tall are the parking lot lights.

Brian Louwerse from Mast Lighting, stated he does not deal with the light poles.

Scott Betzoldt, engineer, stated they are 12-foot poles on a 3-foot concrete pad.

Paul Zalucha stated that is 15 feet, which is not what the study says.

Scott Betzoldt, engineer, said they will correct that.

Paul Zalucha questioned the water flow on page 12 of site plan. He was concerned about the north parking lot and the proposed building roof.

Scott Betzoldt, engineer, said it will flow into the storm sewer with the north parking lot going into 2 drains and the south parking going across the parking lot into the ditch and ponds.

Paul Zalucha asked why the sheet flow?

Scott Betzoldt, engineer, states that this allows water to soak in before reaching ditch.

Paul Zalucha asked if the storm sewer is adequate in a high storm situation. What stops it from going across to other property?

Sri Komaragiri stated that this appears to need a lot of discussion. Maybe we should move to taking a vote on the Special Land Use Amendment.

Tom Neil stated that we have 3 items to look at tonight

1. Special Land Use - we could approve with conditions or postpone
2. Preliminary Site Plan – we could approve with recommendations or postpone
3. Final Site plan

Sri Komaragiri stated that the Special Land Use is discretionary so there is more leeway to make revisions.

Tom Neil suggested going through each item on the list.

Paul Zalucha suggested going through the Special Land Use. I has more questions on site plan.

Sri Komaragiri reviewed the outstanding comments and the applicable application.
Abbreviations: Special Land Use, SLU; Preliminary Site Plan, PSP; Final Site Plan, FSP.

1. Expansion of existing non-conforming structure requires ZBA approval. PSP
2. Proposed building height exceeds the maximum. PSP
3. A copy of the traffic impact assessment is required. SLU
4. Tree removal and mitigation information is required. FSP
5. Irrigation plan is not provided. FSP
6. Landscape plan requires revisions. PSP and SLU
7. Shared parking requires Planning Commission approval. PSP
8. Minor revisions to comply with parking standards are required. PSP
9. Lighting and photometric plan is incomplete. SLU
10. An estimate for final cost of construction is required. Received
11. Planning Commission should review the proposed secondary uses. SLU
12. Planning Commission may consider additional conditions to address lighting and landscape concerns to reduce visual impact on neighboring properties. SLU

Break at 9:00 p.m.

Meeting reconvened at 9:08 p.m.

SPECIAL LAND USE AMENDMENT

Tom Neil stated we need a clear list of what the township and applicant need to look at.

Sri Komaragiri asked if there are any other items of clarification.

Kay Stremmler asked about secondary uses.

Paul Zalucha asked about secondary uses. A big topic in the township has been weddings and at UMC no wedding receptions are allowed. Are we doing the same thing here. If not, we need to go back to UMC. Funerals are a lot different than wedding receptions.

Kay Stremmler stated that we do have an ordinance about wedding receptions in an ag district. Should look at that for consistency.

Sri Komaragiri stated we have 2 lists of secondary uses from the applicant.

Tom Neil asked Father Brendan Walsh to speak on this.

Brendan Walsh stated they do about 12 weddings a year, about half of them taking place in the city church. Weddings are at 2 pm and mass is at 5 p.m. so couples are not going to want to come back after mass for a wedding reception. If it is put in the development agreement, it would be honored, but he doesn't see a lot of people requesting it.

Kay Stremmer asked when our Special Event Permit ordinance would apply.

Paul Zalucha stated there is no mention of alcohol.

Sri Komaragiri stated that annual or bi annual events can be special events approved by board. Weekly, etc. can be considered as part of Special Land Use. One would have to look at each activity or event to determine whether it falls under a Special Event or Special Land Use.

Paul Zalucha stated that things will come up that are not on this list and we don't want them having to come to us for each event.

Tom Neil asked why don't we apply our ordinances, and everything else is a special land use.

Sri Komaragiri read portions of the ordinance about special events. No more than 5 special events on a non-profit property.

Tom Neil asked if Sri has the list of information needed for the special land use portion. Sri printed it off.

Paul Zalucha stated we don't need to know about all events that are indoor events. Sounds, extra traffic and extra light events are the ones that need a permit.

Motion by Kay Stremmer, 2nd by Julie Nixon, in the matter of St. Joseph Catholic Church Phase 2 expansion, a motion to postpone consideration of the special land use amendment to the Township Board, based on the following findings:

1. The applicant shall provide additional information to address standards of approval listed in section 10.05.13.b. as listed below:
 - a) The applicant shall submit a lighting study that reviews on-site light levels during dark hours, along the boundary adjoining residential areas.
 - b) The applicant shall work with the Township Zoning Administrator to provide a complete lighting and photometric plan and any supporting materials to address concerns discussed at the meeting.
 - c) The applicant shall include a list of conditions to be included in the development agreement to mitigate impacts on neighboring residential area.
2. The applicant shall seek the approval of the Zoning Board of Appeals for the following items:
 - a) Approval of expansion of a non-conforming existing building per section 13.90.I. of Township Zoning Ordinance.
 - b) Approval of variance for exceeding the maximum building height for principal structures (40 feet maximum allowable, 42' proposed).

A roll call vote was taken, and it carried unanimously.

PRELIMINARY SITE PLAN

Sri Komaragiri stated that the site plan needs to be revised to include a shared parking plan. Tom Neil stated that we are focused only 3 items: Shared parking; Lighting; and Landscaping.

Kay Stremmler questioned whether the shared parking proposal was based on specific standards.

Sri Komaragiri stated that additional info is needed. Demand based on uses is needed. We have their list of uses, but not the expected demand. Our ordinance states how much parking is required based on use and demand. We need more clarity to give a better recommendation.

Tom Neil stated that the current parking is fine for Sundays plus the big couple of events.

Brendan Walsh stated that he can't give a list of events and how much parking will be needed, because there is no way to know what events may come up.

Sri Komaragiri stated that the parking calculation is not taking into account special events.

Paul Zalucha stated that the parking is sufficient now, dual use will be either kids, who don't drive, or other events that won't take place at the same time as a mass.

Dave Swanson, architect, stated they are proposing 415 spaces, plus deferred parking if needed at some point.

Sri Komaragiri asked about secondary uses.

Dave Swanson, architect, stated the secondary uses are classrooms and social hall.

Motion by Paul Zalucha, 2nd by George Goodman, in the matter of St. Joseph Catholic Church Phase 2 expansion, the applicant shall provide a revised site plan based on and subject to the comments presented in the Zoning Administrator report.

FINAL SITE PLAN

Motion by Kay Stremmler, 2nd by July Nixon, in the matter of St. Joseph Catholic Church Phase 2 expansion, to postpone consideration of the Final Site Plan until after the Zoning Board of Appeals has met and made a final decision, and approval of the Preliminary Site Plan.

Special Meeting of the Webster Planning Commission ended at 9:38 p.m.

- V. Old Business
 - a) None

- VI. New Business
 - a) None

VII. Discussion Items

2023 Planning Commission Goals: To include in the 2022 Annual Report to the Board of Trustees

Paul Zalucha moved, 2nd by Julie Nixon to move discussion of the 2023 Planning Commission goals to the April 19, 2023 meeting. Motion carried.

Next Meeting Agenda: April 19, 2023

1. Article 16
2. 2023 Planning Commission Goals
3. Storm water conceptually
4. Seasonal Agritourism
5. 2022 Annual Report that was postponed

VIII. Public Participation

Gary Koch, 6772 Mast. The lights are bright, they don't dim, and they are not angled down, except for a couple that I talked to them about. Now they are LEDs and they are up in the air. Pine trees on the berm that died off were never replaced. The township has the right to go back to them. Father Brendan knows he was supposed to come back to the township when they changed the lights. Make them abide by the rules.

Dave Elgas, 7747 Zeeb. I have noticed that the lights are dimming when I go to church. Father Brendan has taken a lot of effort working on the lights. His heart is in the right place. He takes the light issue personally to make sure lights don't bother neighbors.

Mike Koch, 6773 Mast. The lights do not dim. I asked the maintenance man if they could turn the light that faces my room. All the lights shine through my trees. The ones along the road are the horizontal ones, because and I talked to the maintenance man and asked him to do that.

IX. Informational Items / Correspondence / Comments

X. Adjournment

Julie Nixon moved, 2nd by Paul Zalucha, to adjourn the meeting. Motion carried. The meeting adjourned at 10:20 pm.

NEXT MEETING DATE: Regular Meeting: April 19, 2023 at 7:00 p.m.

Respectfully Submitted,

Kay Stremmer, Secretary

TK:mlz

Copy to: J. Kingsley

B. Calleja

S. Komaragiri