

**Village of Pinckney
Planning Commission Meeting
July 11, 2007**

Call to Order: Chairperson Austin called the meeting to order at 7:33 p.m.

Roll Call: Present - Don Bego, Nancy Powell, Allison Austin, Reed Starkey, Robert MacDonald, Daniel Krueger, and Mike Gergel.

The Pledge of Allegiance was recited.

Approval of the Agenda:

Moved by Commissioner Bego, seconded by Commissioner MacDonald, to approve the agenda as presented. **The motion carried unanimously.**

Approval of June 4, 2007 Minutes:

Moved by Commissioner Starkey, seconded by Commissioner Powell, to approve the minutes of June 4, 2007 as corrected. **The motion carried unanimously.**

Reports:

Chairperson: Chairperson Austin advised that she has placed a copy of the Huron River Report at each of the Commissioner's seats for their information.

Secretary-Correspondence: Commissioner MacDonald stated there were no correspondences.

Zoning Administrator: Mr. Martel stated he is still working with Rite Aid on the issue of the boardwalk that they are planning for their site. Mr. Barb has advised him that because this is not a major change to the site plan, it can be handled administratively.

Mr. Martel stated that he is waiting for further information from Taco Bell and if it is not received in the next couple of days, there will be no action items on next month's agenda as there have been no other applications submitted.

Livingston Planners: Mr. Barb was not present this evening; however, Chairperson Austin stated he has submitted his review letters for this evening's agenda items.

Public Forum: Chairperson Austin opened the Public Forum at 7:41 pm with no response.

Agenda

Century 21, Final Site Plan Review

Mr. Dave LeClair from Livingston Engineering was present to represent the applicant.

They are requesting final site plan approval. The plan has changed very little since the preliminary site plan was approved. They have shifted the driveway to meet the newly-constructed driveway approach. He showed a site plan drawing.

Mr. Tony Tyler of Stantec stated there is still the issue of the drainage. The Village would like the applicant to connect to the existing storm sewer main to the west of the property. He feels the Village and the applicant should work together to find the best solution for the storm water.

Mr. LeClair state they are not sure what is located in that area and would ask the Village to help them locate the pipe and determine what is there. They are, however, suggesting to put in an underground detention system on the site to control the stormwater. Mr. Tyler stated he would like to see drawings and specifications for this system.

Commissioner Krueger stated that the applicant tying into the existing storm sewer system was approved during preliminary site plan and Mr. Marshall is very insistent that this is what occurs. He is opposed to them building an on-site drainage system. Mr. Tyler agrees that they should tie into the existing system.

Mr. LeClair stated they will tie into the existing system; however they would like some assistance from the Village.

Chairperson Austin noted that in Mr. Barb's letter he refers to the building not meeting the side and front-yard setbacks. After a brief discussion, all Commissioners agrees that Mr. Berg's meaning was that the building does not currently meet the setback and if they are ever going to expand the building, they would need to seek a variance due to this, but it is not relevant to this project.

There was a discussion regarding the width of the driveway approach only being 24 feet and the requirement is 31 feet. It was noted in Mr. Barb's letter that a waiver was given to the applicant during preliminary site plan approval for the driveway width of 24 feet.

Moved by Commissioner Starkey, seconded by Commission Gergel, to recommend to the Village Council approval of the final site plan for Century 21 with the following conditions:

1. The applicant is to tie their storm water draining into the Village's existing storm water line.
2. Approval from MDOT regarding the width of the curb cut of 24'.
3. The setback encroachment is grandfathered for this plan.
4. All conditions of Livingston Planners, Stantec, DPW, MDOT, and Livingston County Drain Commission shall be met.

The motion carried unanimously.

Creek View Professional Center

Mr. Jack Campbell, Mr. Jim Marhoffer, and Ms. Kim Aalderink of Marhoffer/Campbell

Building were present.

Mr. Campbell stated they are proposing an office building. He showed a colored site plan.

He stated they have reviewed the comment letters from the consultants and are planning to address these issues at final site plan approval. They feel they are in compliance to receive preliminary site plan approval.

Mr. Tyler stated the Village's technical standards require preliminary site plan to include certain information, such as dimensional details, building height, impervious surface calculations, turning radius, utility information, etc. None of this information is included in the plan.

Ms. Aalderink stated that this evening they are only requesting preliminary site plan approval, which is general compliance. They will present the details at final site plan approval.

Chairperson Austin is not comfortable with the lack of information on this plan for preliminary site plan approval. Mr. Campbell reiterated that they are only requesting general compliance approval. They do not want to spend the money for all of the items addressed by the engineer if the concept they are proposing for this site is not what is wanted by the Village. He added that the Village's engineer and planner will be able to review the plans before final site plan approval is granted.

Commissioner MacDonald agrees with the applicant. He does not feel he should have to spend the money for the details for preliminary site plan approval. Mr. Tyler stated he would like to see the standards in the preliminary site plan list address at this time.

Commissioner Krueger advised that applicant that if they receive preliminary site plan approval this evening and then begin to design the site and their plan changes due to not being able to meet the Village's standards, they will have to return to the Planning Commission for new preliminary site plan approval. Mr. Campbell is aware of this.

Moved by Commissioner Krueger, seconded by Commission MacDonald, to recommend to the Village Council preliminary site plan approval for Creek View Professional Center conditioned upon approval for all necessary governmental agencies. **The motion carried with a roll call vote (Bego – yes; Powell – no; Starkey – yes; Krueger – yes; Gergel – yes; Austin – no; MacDonald – yes)**

Master Planning with Carlisle/Wortman

Ms. Sally Elmiger and Mr. Paul Siersma were present to represent Carlisle/Wortman. Ms. Elmiger advised that John Enos was unable to attend tonight's meeting, but he will be working on the Master Plan update.

They are a full planning firm with a staff of 20 people. She has been with the company for eight years and Mr. Siersma has been there for three years.

She handed out the work plan as well as a proposed schedule for the project. They would like to get input from the Planning Commission regarding their proposal for updating the Master Plan.

Ms. Elmiger reviewed the work program and schedule.

All Commissioners feel the timeline is sufficient.

Chairperson Austin would like to possibly have more than one vision session with the public to accommodate people who could not attend the first one. Ms. Elmiger stated they could have a vision session and then post a short survey on the website, publish it in the paper, and have it available at the Village Hall.

Commissioner Gergel would like to see two vision sessions. Commissioner Powell agrees.

It was decided that Carlisle/Wortman should start with the background study and provide information for review and discussion at the Planning Commission's September meeting.

Public Forum: Chairperson Austin opened the Public Forum at 9:24 p.m. with no response.

Member Discussion

No Commissioner had items for member discussion this evening.

Adjournment: Moved by Commissioner Krueger, seconded by Commissioner Powell, to adjourn the meeting at 9:25 p.m. **The motion carried unanimously.**