

At 7:05 p.m. the Regular meeting was called to order by Chair Hulleza on Tuesday, June 28, 2016 in the City Council Chambers of the Municipal Building, 27400 Southfield Road, Lathrup Village, Michigan.

Commissioners Present: Charito Hulleza, Chair
Mark Piotrowski, Vice Chair
Karen Miller, Secretary
Maria Mannarino Thompson, City Council Liaison
Keith Brown, Resident

Staff Present: Sean Kammer, Assistant City Administrator, Yvette Talley, City Clerk

Also Present: City Attorney Scott Baker
Jill Bahm and Jason Bibby, Giffels Webster, Inc.

All present joined in the Pledge of Allegiance.

Roll Call was taken.

PC-34-16 **APPROVAL OF AGENDA**

Motion by Commissioner Brown, seconded by Commissioner Miller to approve the agenda.

Motion carried.

PC-35-16 **APPROVAL OF MINUTES**

Motion by Commissioner Piotrowski, seconded by Commissioner Brown to approve the minutes of May 24, 2016.

Motion carried.

PC-36-16 **AUDIENCE PARTICIPATION**

There was no audience participation.

PC-37-16 **PUBLIC HEARING**

None

PC-38-16 **ACTION ITEMS**

Commissioner Mannarino Thompson asked if the public was properly notified of this meeting. Scott Baker City Attorney said the meeting schedule was adopted at the beginning of the year. The agenda was posted in the lobby on the Friday before the meeting which is sufficient and we've met all the requirements.

a. Site Plan Approval for Michigan First Credit Union Credit Union Expansion

- i. Attachment B: Clearzoning/Giffels-Webster Site Plan Review Letter
- ii. Attachment C: Traffic Impact Study

Victor Saroki, Architect gave an overview and answered questions from the Planning Commission. At the beginning of April they met with the neighbors at Michigan First Credit Union along with the President Michael Poulos and it was a very good meeting.

Improvements:

Parking structure was eliminated

Redesigned the building to place it away from the residential neighborhood.

There will be surface parking only, the expansion is all in one direction to the East.

Will extend the second and third floor over to the existing building. The total project when it's done, existing building and proposed building will total 180,000 square feet above ground.

Parking – Existing parking on the site is 325 cars, proposed parking is 448 cars on the surface.

Traffic study was done and three approaches that currently serve the site will remain the same.

Will plant evergreen trees, arborvitae and a rod-iron fence as a buffer.

Jason Bibby, Giffels Webster said the traffic engineer suggested to restripe the ingress/egress on Evergreen Rd. Look at all of the Stop signs and where there is a stop bar, place a stop sign there.

Commissioner Mannarino Thompson asked about trees where they would be placed. Where will the overflow of parking be located? Mr. Poulos, President said they will use the middle school as overflow.

Commissioner Miller said who will take care of the landscaping to the north? Mr. Poulos said the homeowner is responsible for the landscaping. The land will always belong to the credit union but the homeowner is responsible for the upkeep. Mr. Poulos said he will have the proper fence placed around the property according to the Ordinance.

How will light pollution from the building impact the neighbors? Mr. Saroki said the floor to ceiling glass will allow light to come into the building and should not be an issue for the neighbors.

Commissioner Piotrowski asked for the status of the power lines that run through the north lot. Mr. Saroki said he's working the engineers on this matter.

Motion by Commissioner Piotrowski, seconded by Commissioner Brown to approve the site plan and that the applicants said they will comply with the mitigations of the Evergreen Rd. driveway. The additional lawn space on the north end of the property will remain under the ownership of Michigan First Credit Union but they will ask the adjacent neighbor to maintain it and will provide an ornamental fence rather than the black chain link fence. The Planning Commission agrees with the applicant's statement of required parking. The fence provided by the applicant will reduce the likelihood of on street parking on Red River Ave. The applicant will continue to make provisions to accommodate parking onsite. Subject to approval, the applicant will pursue the vacation of Sunnybrook Ave.

Motion carried.

PC-39-16 **NEW BUSINESS**

- a. Attachment D: Zoning Ordinance Health Check-Up by Giffels-Webster/Clearzoning

Giffels Webster will have an update next month.

PC-40-16 **OTHER MATTERS FOR DISCUSSION**

- a. Update from Administration regarding ongoing projects

Sean Kammer, Assistant City Administrator- DDA Director stated Jim Wright, Building Official said there are three phases to this project. (11 Mile Road Condominiums)

They are finished with the parking lot.

Phase 2 - includes the construction of buildings 3 & 4. Should be finished by October.

Phase 3 - includes construction of buildings 1,2,3 (back two units)

Will update with more information next month. Will speak to Mr. Wright to see if there have been any changes to the site plan for this project.

There is no update on Peter Surnow and Company.

Village Grill update – the lease has been signed and should be opened by the fall.

Commissioner Brown is concerned about the plan for Southfield Rd. The Planning Commission should have a bigger role in guiding the vision of this project.

Jason Bibby, Giffels Webster said he will meet with Department Heads next month to discuss the concepts for Annie Lathrup school project. Will have more information next month and will give an update.

Scott Baker, City Attorney said -This body will review the site plan. The City has not received any plans for this yet.

Jill Bahm said she working with City staff to come up with a scope of work that would guide us in creating a sub-area plan that will be reviewed by City Council.

Marijuana dispensary update – Mannarino Thompson said there is still a moratorium on this matter.

Will speak with City Administrator as to if we will move forward with this matter.

PC-41-16 **GENERAL COMMUNICATION & CORRESPONDENCE**

- a. DDA Update
By Sean Kammer he gave an overview of the ongoing projects.

- b. Planner's update
Clearzoning was acquired by Giffels-Webster

- c. Legal Update
None

PC-42-16 _____ **ADJOURNMENT**

Motion by Commissioner Piotrowski, seconded by Commissioner Miller to adjourn this meeting.

Motion carried.

The meeting adjourned at 8:40 p.m.

Submitted by Yvette Talley

Recording Secretary