

CHARTER TOWNSHIP OF ORION PLANNING COMMISSION

***** MINUTES *****

REGULAR MEETING – WEDNESDAY, FEBRUARY 6, 2013

The Charter Township of Orion Planning Commission held a regular meeting on Wednesday, February 6, 2013 at 7:00 p.m. at the Orion Township Hall, 2525 Joslyn Road, Lake Orion, Michigan 48360.

PLANNING COMMISSION MEMBERS PRESENT:

Carol Thurber, Acting Chairwoman

John Steimel, Commissioner, TB Rep. to PC

Justin Dunaskiss, Commissioner

Karyn Pennington, Commissioner

Dick Christie, Secretary

Don Walker, Commissioner, PC Rep. to ZBA

Joe St. Henry, Commissioner

CONSULTANTS PRESENT:

R. Donald Wortman (Township Planner) of Carlisle/Wortman Associates, Inc.

Tammy Girling, Planning/Zoning Coordinator

OTHERS PRESENT:

Brad Klein

Phoebe Schutz

1. OPEN MEETING

Acting Chairwoman Thurber called the regular meeting to order at 7:00 p.m.

2. ROLL CALL

All members were present.

3. ELECTION OF OFFICERS, REPRESENTATIVE TO THE ZBA, AND SITE WALK COMMITTEE ANNUAL APPOINTMENTS

Acting Chairwoman Thurber opened the nominations for the election of officers for 2012.

Moved by Secretary Christie, supported by Commissioner Walker to nominate Vice-Chairwoman Carol Thurber for election of the Chairwoman position for 2013 and that the nomination is closed and a unanimous ballot be cast. **Motion carried 7-0.**

Moved by Commissioner Steimel, supported by Commissioner Pennington to nominate Commissioner Justin Dunaskiss for election of the Vice-Chairman position for 2013 and to nominate Secretary Dick Christie for re-election of the Secretary position for 2013 and that the nominations are closed and unanimous ballots be cast. **Motion carried 7-0.**

Moved by Secretary Christie, supported by Commissioner Pennington to recommend to the Township Board of Trustees to re-appoint Commissioner Don Walker as the representative from the Planning Commission to serve on the Zoning Board of Appeals for 2013. **Motion carried 7-0.**

Moved by Secretary Christie, supported by Commissioner Walker that Chairwoman Thurber, Vice-Chairman Dunaskiss, and Commissioner St. Henry will serve on the Site Walk Committee for 2013. **Motion carried 7-0.**

4. MINUTES

Moved by Vice-Chairman Dunaskiss, supported by Secretary Christie to approve the December 19, 2012 regular meeting minutes as presented. **Motion carried 7-0.**

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5. AGENDA REVIEW AND APPROVAL

Moved by Vice-Chairman Dunaskiss, supported by Commissioner Steimel to approve the agenda as presented. **Motion carried 7-0.**

6. BRIEF PUBLIC COMMENT – NON-AGENDA ITEMS ONLY

No public comments were given.

7. CONSENT AGENDA

A. 2012 Annual Planning Commission Report

Moved by Commissioner Steimel, supported by Secretary Christie to accept the 2012 Annual Planning Commission Report and to forward the report to the Board of Trustees for their information. **Motion carried 7-0.**

8. NEW BUSINESS

A. PC-2013-02, Kensington Community Church Minor PUD Amendment/Revised Signage, 4640 S. Lapeer Road

Mr. Brad Klein, of Stephen Auger & Associates Architects, Inc., 214 S. Broadway, Suite 110, Lake Orion, Michigan 48362, commented that he is representing Kensington Community Church. He then gave a Power Point presentation that overviewed the minor revisions that they're requesting, which include the north monument sign, the south monument electronic message sign, the church wall sign, and the coffee shop wall sign.

Mr. R. Donald Wortman, of Carlisle/Wortman Associates, Inc., (Township Planner) overviewed their Minor PUD Amendment/Revised Signage review correspondence, dated January 24, 2013*. Members will need to consider the modified PUD sign packages. The applicant should provide a rationale as to why larger sign areas should be considered for the proposed north monument sign and the proposed church wall sign. Factors that may be considered include the site's unique characteristics such as the eight hundred feet of frontage on Lapeer Road, double entrances, and existing setbacks from the travel lane on M-24. The size of the wall signs in proportion to the building elevation should also be considered. The applicant will also provide information on the look and style of the sign logos and information on the contrasting background, which is needed to accommodate the white color portions of the new logo designs. Finally, the applicant should provide a note on the drawings regarding compliance with maximum brightness levels. It is our opinion and the opinion of the Building Department that these sign changes are minor and can be permitted subject to Planning Commission review. A minor modification does not need to be reviewed by the Board of Trustees.

Chairwoman Thurber inquired when the LED lights would be on for the coffee sign.

Mr. Klein replied that they'd only be on during the hours of operation.

Commissioner Walker inquired what the hours of operation will be.

Mr. Klein noted that he is not sure of the hours of operation, but the coffee shop will not be open during any of the church services. He also noted that he will find out and submit that information regarding the hours of operation.

Moved by Vice-Chairman Dunaskiss, supported by Secretary Christie regarding case PC-2013-02, Kensington Community Church Minor PUD Revision/Revised Signage, located 4640 S. Lapeer Road, **to approve** plans date stamped received by the Township on January 16, 2013, based upon the facts that the

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requested signs are in general conformance with Sign Ordinance No. 138, in addition to some of the topographic issues with the site and the grading leading up to it and where the new sign will actually also provide safety by raising it up and having the coffee portion stand out allows the motorists that are traveling 55 mph on Lapeer Road to see the sign in time and get over safely. In addition to the substantial frontage that the overall project has as well as the footprint, I do not feel that the signs are in any way oversized for the project as well as the frontage on this particular site. Roll call vote was as follows: Pennington, yes; Walker, yes; St. Henry, yes; Dunaskiss, yes; Christie, yes; Steimel, yes; Thurber, yes. **Motion carried 7-0.**

B. Consider Cancelling the February 20, 2013 Planning Commission Regular Meeting

Moved by Commissioner Steimel, supported by Secretary Christie to cancel the February 20, 2013 regular meeting due to the lack of agenda items. Roll call vote was as follows: St. Henry, yes; Dunaskiss, yes; Christie, yes; Steimel, yes; Pennington, yes; Walker, yes; Thurber, yes. **Motion carried 7-0.**

10. PUBLIC COMMENTS

Public comments were heard.

C. Planning Commission Training Session

Mr. R. Donald Wortman, of Carlisle/Wortman Associates, Inc., (Township Planner) conducted a very thorough training session that included all aspects of Planning Commission procedures:

- P.A. 33 of 2008, Planning Enabling Act
- P.A. 110 of 2006, Zoning Enabling Act
- Ordinance No. 78, Zoning Ordinance
- Planning Commission By-Laws
- Ordinance No. 117, Boards and Commissions
- Roles and responsibilities of the Planning Commission, Board of Trustees, and the Zoning Board of Appeals
- Ordinance No. 27, Subdivision Regulations
- Ordinance No. 60, Land Division and Private Roads
- Ordinance No. 97, Safety Path Regulation
- Ordinance No. 107, Wetlands
- Ordinance No. 138, Sign Ordinance
- Ordinance No. 139, Storm Water Management and Soil Erosion
- Future Land Use Plan
- Zoning Map
- Planning Commission Responsibilities
 - Site Plan Review
 - Site Condominium/Plat Review
 - Minor/Major PUD
 - Rezoning/Conditional Rezoning
 - Special Land Use Permits
 - Capital Improvement Planning (unless deferred to Board of Trustees)
 - Master Plan Update
- Plat Review

9. UNFINISHED BUSINESS

None.

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10. PUBLIC COMMENTS

11. COMMUNICATIONS

A. Communication from the Building Official Regarding Administrative Review

Chairwoman Thurber overviewed correspondence, dated January 30, 2013, received from Mr. Tom Berger, Building Official, regarding case PC-2013-01, Baldwin Plaza Administrative Review, which he approved.

12. COMMITTEE REPORTS

None.

13. UPCOMING PUBLIC HEARING

A. 03-06-13, PC-2013-03, Shops on Waldon Pond Major Planned Unit Development (PUD) Amendment, Kroger Fuel Facility D-649 Joint Public Hearing with the Orion Township Board of Trustees at 7:05 p.m. The subject site is located on the SE corner of Waldon and Baldwin Roads.

13. CHAIRMAN'S COMMENTS

Chairwoman Thurber thanked Mr. Doug Zande for all his years of service for our Township and that he will be greatly missed. She also welcomed Mrs. Pennington back to serve on the Planning Commission. She is also looking forward to working with everyone this year.

14. COMMISSIONERS' COMMENTS

Commissioner St. Henry thanked Planner Wortman for the great training session this evening. He also noted that he is happy that Kensington Community Church is utilizing a building that had been vacant for so long.

Commissioner Walker welcomed Commissioner Pennington back to the Planning Commission.

Secretary Christie also welcomed Commissioner Pennington back to the Planning Commission.

Commissioner Steimel also welcomed Commissioner Pennington back to the Planning Commission. He also noted that the Board of Trustees is currently reviewing the sign ordinance.

Commissioner Pennington thanked members for their warm welcome and that she looks forward to working with them. She also wanted to thank Mr. Doug Zande for his many years of service on the Planning Commission and that he will be dearly missed.

15. ADJOURNMENT

Moved by Secretary Christie, supported by Commissioner Steimel to adjourn at 8:42 p.m. **Motion carried 7-0.**

* Attachment