

CITY OF NORTHVILLE  
Planning Commission  
January 17, 2017  
Northville City Hall – Lower Level, Meeting Room A

**1. CALL TO ORDER:**

Chair Wendt called the meeting to order at 7:30 p.m.

**2. ROLL CALL:**

Present: Steve Kirk  
Carol Maise  
Dave Mielock  
Christopher Miller  
Matthew Mowers  
Mark Russell  
Anne Smith  
Jay Wendt

Absent: Jeff Snyder (excused)

Also present: James Allen, Mayor Pro Tem  
Patrick Sullivan, City Manager  
Jim Gallogly, Public Works Director  
Sally Elmiger, Planning Consultant

**3. APPROVAL OF AGENDA:**

**Motion by Russell, support Maise, to approve the agenda as published.  
Motion carried unanimously.**

**4. MINUTES OF PREVIOUS MEETING:** December 20, 2016

It was noted that Commissioner Mowers had left the December 20<sup>th</sup> meeting at 9:14 p.m. as noted and therefore should not be shown as voting on the motion at the bottom of page 14 and the two motions on page 16.

Also, the 5<sup>th</sup> paragraph from the bottom on page 4 should be corrected to read: why assisted living was not a desirable use . . .

**Motion by Kirk, support Miller, to approve the December 20, 2016 minutes as amended.  
Motion carried unanimously.**

**5. AUDIENCE COMMENTS:** None.

**6. REPORTS:** None.

- A. CITY ADMINISTRATION:** None.
- B. CITY COUNCIL:** None.
- C. PLANNING COMMISSION:**

Commissioner Russell suggested that the Planning Commission begin its meetings at 7:00 p.m. The consensus was to adopt this change, if no procedural reason forbade it.

- D. OTHER COMMUNITY/GOVERNMENTAL LIAISONS:** None.

## **7. PRELIMINARY SITE PLAN REVIEW**

### NORTHVILLE VENTURE PARTNERS – 314 N. CENTER STREET

Referring to her January 12, 2017 review letter, Planning Consultant Elmiger gave the background to this request, which was for preliminary site plan approval for construction of two 3-story townhouse-style residential buildings located at 314 N. Center Street. A total of 16 residential units were proposed on 0.97 acres of land. The site also fronted onto the tributary Randolph Street Intercounty Drain; all construction was outside of the flood plain for the tributary. 32 parking spaces were proposed, all within individual garages.

The subject site was currently zoned CBD, Central Business District, and CBD-O, Central Business District Overlay. There were no specific density requirements. However, the dimensional requirements such as setback, height, etc., all did work to limit development in this area. The Master Plan did not indicate any density for North Center, but for South Center the Master Plan showed desired residential density on the east side of Center Street at 15-25 dwelling units per acre on the downtown fringe, and 10-15 dwelling units per acre further south. Based on this information and on the fact that the dimensional requirements were met almost completely, Planning Consultant Elmiger thought the density of 16 units per acre was a reasonable request.

Outstanding issues included:

- Were there any openings in the south building facades? The Ordinance called for a 10-foot side setback if there were openings such as windows or doors. Currently the southern boundary had only a small 4-foot setback.
- Corner elevations of buildings needed to be provided in order to confirm the proposed height.
- The number of trees to be removed needed to be clarified, although this could be approved at final site plan review.
- Regarding parking, most of the parking was proposed for inside garages. Since the units were proposed to have 3 bedrooms, 3 parking spaces were required per unit. The units had 2-car garages, with driveways providing room for parking 2 additional cars. However, there were 3 units whose driveways did not meet the 19-foot requirement.
- The access drive was not quite 20 feet wide, though mountable curbs were proposed. The DPW Director would need to review and approve the sufficiency of the lane width.
- How would visitors exit the driveway?
- Was there space for delivery truck loading/unloading?
- Pedestrian access (sidewalk) from the vehicular lane to the south side of the building was suggested.
- Streetscape amenities were suggested in the review letter.
- Color renderings of the proposed buildings should be provided.

In general, Planning Consultant Elmiger supported this development, but final details would need to be shown on the final plan.

Commissioners Mielock and Russell indicated that they had an interest in this development and asked to be recused.

**MOTION by Maise, support Smith, to recuse Commissioners Mielock and Russell from the Planning Commission for this agenda item.**

**Motion carried unanimously.**

Dave Mielock, architect, 114 Rayson Street, was present on behalf of this application, along with development team members Jason Jones, Duane White, landscape architect Mark Russell, and civil engineer Tom Sovel.

Utilizing overhead slides, Mr. Mielock described the location and configuration of the site where the proposed project – North 3 Twenty Luxury Residences – would be located. The entrance would be at the far north end of the site, thus minimizing the potential conflict at Randolph and Center Streets. The existing structures on the site would be demolished and the site itself would be cleaned up of any environmental issues resulting from the past existence of fuel on the property.

Mr. Mielock showed the proposed general layout of the project. There would be 8 units facing Center Street and 8 units facing the creek, with an access road from Center Street dead-ending at the south end of the property.

Mr. Sovel responded to the internal site plan reviews: The location of the floodplain had been shown on the plans. The sewer lines would be 8” diameter as required. They would work with DPW Director Gallogly regarding storm water detention. Trash collection and delivery trucks would be discussed by Mr. Mielock.

Mr. Russell said that required street trees would be planted along Center Street. They were moving the sidewalk 5 feet back from the curb. Because this moved the sidewalk closer to the units, some of the units on Center Street would have steps going up to the main entry door.

Mr. Russell said they had tried to estimate as accurately as they could the number of trees to be removed, and they had mitigated those on site. They were not yet certain what would happen with the environmental remediation, and they would be working with ~~the trees throughout that process~~ the City regarding the number of trees to be removed throughout that process. They would replace trees on site or place funds in the tree fund. Most of the area would be lawn, keeping with the riparian landscape on the east side of the property, with small landscaped areas with ornamental grasses as shown on the plan. Arbor vitae would be planted on the southeast corner.

Mr. Mielock said the design created a neighborhood feel with a façade that varied in terms of color and texture, and with some variation in setback. The units along Center Street would all have small front yards. The units on the east would have a different design, with a focus on looking out over the hill.

Mr. Mielock said that trash pickup would be within the development, with residents placing their garbage outside their garage door, eliminating the need for a dumpster. Also, there would be no visitor parking on

the site, which was an urban development that was part of a walkable community. They would encourage visitors to park downtown and walk to this location. He noted that there was public parking at the CVS Drug Store via the PUD agreement, as well as parking behind the theater across the street.

Mr. Mielock showed elevations that demonstrated the use of traditional materials – such as those used in downtown Northville – placed within a contemporary design. He explained that they used 2 methods to determine height. They first took the corner points at the south and north ends of the structures, and established the grade plane height. Secondly, they used the four points of each individual unit to establish height. Both methods would result in compliance with the height requirements.

Mr. Mielock introduced Mr. Jones, Northville Venture Partners, who spoke briefly about his and Mr. White's role in this project. They had already invested just over \$15 million in the community, and were committed to this project. They were asking for preliminary approval, based upon the concept and plans described this evening. They believed this project represented a contemporary adaptation of what modern luxury should be in Northville, which was an urban, walkable community. There would be rooftop decks to take advantage of the sunrise from the east, and some balconies off of the kitchens. Tonight the applicants were seeking input. Their goal when they returned for final approval was to deliver a product that was ground ready and that could be immediately submitted to the Building Department.

Mr. Mielock gave some background to their internal discussions regarding this proposal, saying they had decided on a less dense project than originally conceived, with more open space, and one that would provide value to the community and to the people who would live there.

Commissioner Maise asked about storm water control. Mr. Mielock said that right now much of the storm water drained into the creek at the back of the property. This project would retain the storm water and drain it through the municipal infrastructure. This – along with the environmental cleanup – would represent a significant municipal improvement. Though they did not think they would need in ground retention, they would work with DPW Director Gallogly to ensure that storm water was handled in the best way possible.

In response to a question from Chair Wendt, Mr. Mielock said he had met with the Fire Marshal regarding ingress and egress, and the Fire Marshal felt there was adequate space for emergency vehicles, should they be necessary, though for safety reasons a true emergency event might preclude any vehicles from entering between the 2 buildings. There were no comments on the Fire Department's internal review sheet.

In response to a question from Commissioner Maise regarding available parking at the CVS lot, Mr. Mielock pointed out they met the parking requirements on site. There was a small walk-through now between the parcel and the CVS parking area, should visitors use that lot.

In response to a question from Commissioner Maise, Mr. Mielock showed the areas available for snow storage, including the area with a rolled curb.

Commissioner Miller said he felt this was a good, solid concept. The scale fit that area of the City, the use of materials was consistent with the downtown and yet showed creative application, and the roof terraces helped create an inviting environment.

In response to a question from Commissioner Mowers, Planning Consultant Elmiger said that the Commission was being asked to make a determination on a preliminary site plan. If the preliminary were

approved, the applicant had 6 months to return with a final site plan along with all the condominium documents.

Commissioner Maise asked if the mailboxes would be clustered or individually placed. Mr. Mielock said the residences on Center Street could have mailboxes on their front doors. The units to the east would most likely have clustered mailboxes, though individual mailboxes might be used there also. This detail would be worked out before final site plan review.

Commissioner Maise asked if the environmental cleanup was being handled privately or through grants or other funding. Mr. Jones said the environmental cleanup was being handled privately. This would help bring the project to the market more quickly.

Commissioner Mowers asked about the Police Chief's internal review, which addressed the need for proper sight clearances to the south for traffic coming out onto North Center Street. Mr. Russell said this would be shown at final site plan review.

Commissioner Kirk asked if there was enough room for a resident to back a vehicle out of the development. Mr. Russell said all the drives would be 20 feet wide and there was enough room to back out.

Mr. Mielock said they had a photometric study for the site; this would be included for the final site plan review.

Commissioner Mowers asked if the Commission should address the building height and how this was calculated. Planning Consultant Elmiger said she considered the project one large building, with averaging the height from the four corners.

Commissioner Smith said this project filled a void in the City and she really liked the proposed style. She felt people would gravitate to this style and the development would be an asset to the City. Commissioner Maise agreed.

Commissioner Kirk asked that native trees be considered for the tree replacements. Mr. Russell said the blue stem grass was native. Zelkova trees were not native but would thrive here. In the back of the site, tree removal and replacement would be predicated upon what was found during environmental cleanup. Trees that provided color and seasonal interest were discussed.

In response to a question from Commissioner Smith, Mr. Mielock said the parapet between the patios would be approximately 6 feet high.

Chair Wendt indicated he was ready for a motion.

**MOTION by Miller, support Mowers, that the Planning Commission grant preliminary site plan approval for the project at 314 North Center Street, with the following conditions:**

- **Items call out on pages 9 and 10 of the January 12, 2017 Carlisle Wortman review letter be resolved.**
- **Questions raised by City Officials in the internal site plan review documents be resolved.**

**Chair Wendt asked for a roll call vote.**

<b>Mowers</b>	<b>yes</b>
<b>Miller</b>	<b>yes</b>
<b>Smith</b>	<b>yes</b>
<b>Wendt</b>	<b>yes</b>
<b>Kirk</b>	<b>yes</b>
<b>Maise</b>	<b>yes</b>

**Therefore the motion carried 6-0-2 (Mielock and Russell recused).**

Commissioners Mielock and Russell rejoined the Commission.

S4 CENTER – 107 N. CENTER

Referring to her review letter dated January 12, 2017, revised January 17, 2017, Planning Consultant Elmiger said that this project was to build an approximately 475 square foot lounge on the roof of the building at 107 N. Center, with decks on both the front and the back of the lounge totaling approximately 650 square feet. The lounge would be used by the property owner who also had offices on the second floor, and who would be using the lounge to entertain clients. The lounge would be accessed via a stairwell at the rear of the building.

Planning Consultant Elmiger pointed out that the existing back wall of the building was within the existing rear setback. The project proposed to extend the stairwell outside wall directly flush with the existing wall, thereby increasing this nonconformity. This situation would require either a variance or a re-design so that the new wall on the 3<sup>rd</sup> floor was not within the rear yard setback.

Regarding parking, the Ordinance allocated parking credits to existing buildings in the Central Business District, and the parking credits met the requirements for office and retail use for this building, even with the new addition of a 475 square foot lounge. Even if the decks were included – and this was not required – they would still meet the parking requirement via the credit system.

Planning Consultant Elmiger asked whether this space would be rented out for events. If this were the case, a different parking requirement would apply. Six additional spaces would be required for use as a rental facility, with the result that one additional parking space would need to be purchased. However, if the applicants were just going to use the facility themselves, parking requirements were met.

This application was a preliminary and final application. The applicants should address how they intended to resolve the rear building façade issue, and also address what the intent of the space – was it intended to be rented out and for what types of events?

Joe Philips, architect, 921 Wing Street, Plymouth MI was present on behalf of this application. Mr. Philips distributed 4 photographs of the building's elevations from different views:

- How much would be seen from Center Street from north and south views.
- An aerial view of the project.
- A view from the parking area.

Mr. Philips said the project would not take the entire roof area, and use of the lounge would be seasonal. Also, the intention was not to build on the roof, but above the roof, so that water would still drain

underneath the structure. The windows on top would be a nanawall so the structure could be opened up when in use.

Mr. Philips said they would re-design the rear so they didn't have to go to the Board of Zoning Appeals. They planned to pull the stairway back about 2 feet, and raise up the chimney so that it would have the clearance it needed to pull a draft.

The facility would not be rented out, but would for private use only.

Regarding the Fire Department's and Building Official's request for a second means of egress, the applicants planned to diminish the area in order to decrease the occupant load to 50, so that only one stairway would be required.

Chair Wendt asked about the location for the mechanicals. Mr. Philips said the intent was to place the mechanicals on the rooftop of the partial 3<sup>rd</sup> floor with appropriate screening, though this detail was not certain. They might use a wall pack, depending on the need for air in the stairwell.

Commissioner Mielock asked if sunscreens would be used. Mr. Philips said they would use umbrellas as part of the patio furniture. Nothing structural would be provided.

Commissioner Mielock said he liked the modern feel on the roofline, which provided a nice differentiation between the historic building and the addition.

Mr. Philips noted that the applicants were going before the Historic District Commission tomorrow.

In response to a question from Commissioner Kirk, Mr. Philips said handicap access was not required for this addition.

Commissioner Maise asked what would happen should the owners decide they did want to rent out the facility. Planning Consultant Elmiger said this would be a change of use and would be processed accordingly. As presented, this was an extension of the existing office space, and the requirements for office would apply.

Mr. Philips said the portion of the wall that was a little taller would screen the rooftop equipment. If the additional height were not necessary, they might shorten the wall to be consistent with the overall design.

Chair Wendt indicated he was ready for a motion.

**MOTION by Russell, support Maise, that the Planning Commission grant preliminary and final site plan approval for the rooftop lounge and deck addition at 107 N. Center, with the following conditions:**

- **Historic District Commission approval.**
- **The motion acknowledges that a variance for the stairs will not be necessary per tonight's description. Nevertheless, following Historic District approval, final renderings and plans be presented for the Planning Consultant's review and approval, in order to verify that a variance for the expanded rear façade will not be required.**
- **The rooftop structure would be for the property owner's and/or tenant's private use only.**

- **The change in the chimney design be reviewed and approved administratively by the appropriate City officials.**

**Chair Wendt asked for a roll call vote.**

<b>Mowers</b>	<b>yes</b>
<b>Miller</b>	<b>yes</b>
<b>Mielock</b>	<b>yes</b>
<b>Smith</b>	<b>yes</b>
<b>Wendt</b>	<b>yes</b>
<b>Kirk</b>	<b>yes</b>
<b>Russell</b>	<b>yes</b>
<b>Maise</b>	<b>yes</b>

**Therefore the motion carried unanimously.**

#### MOBIL GAS STATION EXPANSION – 710 W. EIGHT MILE

Referring to her January 12, 2017 review letter, Planning Consultant Elmiger gave the background for this application, which was for a combined preliminary and final site plan review for a proposed addition to an existing convenience store at 710 W. Eight Mile, with reconfigured parking and access drives. The use of the new addition was not yet finalized. The applicant was proposing either expanding the convenience store into this space or installing a take-out restaurant. Both uses were permitted in the Local Commercial District, and the review examined both uses on the site.

In the review, considerable amount of additional information was requested. Because there was so much information still needed, Planning Consultant Elmiger suggested that the Planning Commission review the application for preliminary approval only, with emphasis given to:

- The Commissions' reaction to the proposed uses – was one preferred over another?
- Clarification of the location of the right-of-way on Taft Road.
- 10 parking spaces were proposed. If the use were a take-out restaurant, parking would be deficient by 2 spaces. There might be room to pick up another parking space along Taft Road. Additionally, the Planning Commission did have authority to modify the number of parking spaces required.

Chair Wendt noted that the application's date was about 10 months old. Planning Consultant Elmiger said that the progress for this application had taken a little longer than some, but applications did not have an expiration date.

Nassar Choucair, N. C. Designers and Construction, Inc., 3241 S. Telegraph Road, Dearborn MI, was present on behalf of this application.

Mr. Choucair described the proposed site plan, including changes such as eliminating one approach, complying with the landscaping requirements, and adding more parking. The addition would be slightly less than 600 square feet, and they were hoping for a franchise restaurant in that location, or alternatively, the owner would use the space for concessions, etc. They complied with the setback requirements. The proposed site plan was a significant improvement over what was there now, including improved landscaping and traffic maneuvering. One stand-alone pump would be removed. Façade enhancements included adding more glass, along with cultured stone and brick.

Commissioner Kirk noted that the minimum width for parking spaces was 9 feet. If the parking spaces were all that width, the applicant could gain another parking space. If there wasn't a restaurant use, more parking would not be needed.

Planning Consultant Elmiger asked Mr. Choucair if he would prefer the Planning Commission review the site plan for restaurant use, or for the less intensive use of adding a convenience store area. Mr. Choucair said they were hoping for a carry-out restaurant. They did not know yet how the space would be used.

The consensus was that the site plan should be reviewed for the most intense use – a take-out restaurant.

In response to a question from Commissioner Russell, Mayor Pro Tem Allen explained that right now the ordinance required one full-service pump. This should probably be changed, preferably before this plan came back for final approval.

Mayor Pro Tem Allen wondered why the access drive on Taft was 57 feet, which was huge. He discussed changes in the site plan that could be made if the access width was reduced, including eliminating no-parking striping along Taft to gain an extra parking space.

The Commission suggested other design changes, such as moving the dumpster to gain spaces.

Mr. Couchair acknowledged that the location of the right-of-way was uncertain, though he did have a survey of the property. He said the owners preferred the wide driveway as it provided access and maneuvering for the fuel truck.

Mr. Choucair approached the Commission with plan documents, and various changes in the plan were discussed, including narrowing the drive in order to get two new parking spaces to the south and west of the dumpster. There was also room at the corner of Eight Mile and Taft for a parallel parking space. There were ways to add the 2 additional parking spaces without narrowing the approach.

In response to a question from Commissioner Maise, Planning Consultant Elmiger said a hedge to shield headlights was not required in the LCD District.

Commissioner Russell noted that this location was an entrance to the City. He encouraged Mr. Choucair to consider this site in that light, and perhaps go beyond the requirements of the ordinance especially with the landscaping plan. Mr. Choucair said that they included attractive landscaping on all their sites.

Commissioner Russell noted that the handicap space needed to meet the requirements for being van accessible. Also, could the loading zone be extended south toward the maneuvering aisle? This should not cause an issue on this site and right now the loading zone was too short. Mr. Choucair said this was possible. The delivery trucks were not allowed to come during peak hours.

In response to a question from Commissioner Kirk, Planning Consultant Elmiger said that bike racks had been requested. This location was on the bike route.

Commissioner Maise expressed concern regarding the appearance and relationship of any wall signs to the amount of Dryvit on the façade. Mr. Choucair said any signs would go through the permit process. He showed an example of one of their buildings at another site. Height would be 17-20 feet.

Chair Wendt said he was ready to entertain a motion.

**MOTION by Russell, support Maise, that the Planning Commission grant preliminary site plan approval for the Mobile Gas Station building addition at 710 W. Eight Mile Road, with the following conditions:**

- **The comments and recommendations in the Carlisle Wortman review letter dated January 12, 2017 be resolved.**
- **Add item M on page 10 of the review letter: That the applicant consider narrowing the north drive on Taft Road.**
- **Address comments made at the meeting tonight regarding the site plan.**
- **The issues called out in the internal site plan review comments from March 2016 be resolved.**

**Chair Wendt asked for a roll call vote.**

<b>Mowers</b>	<b>yes</b>
<b>Miller</b>	<b>yes</b>
<b>Mielock</b>	<b>yes</b>
<b>Smith</b>	<b>yes</b>
<b>Wendt</b>	<b>yes</b>
<b>Kirk</b>	<b>yes</b>
<b>Russell</b>	<b>yes</b>
<b>Maise</b>	<b>yes</b>

**Therefore the motion carried unanimously.**

## **8. REQUEST TO EXTEND PRELIMINARY SITE PLAN APPROVAL**

### DAVID MARINO – 528 RANDOLPH

Planning Consultant Elmiger said Mr. Marino had received Planning Commission approval for a preliminary site plan for a 2-unit site condo in July 2016. Mr. Marino had been working with FEMA to ensure the correct location of the flood plain, given the fill that was added to the property, and this had been a lengthy process. The 6 month period was up for returning to the Commission with the final site plan, and Mr. Marino was requesting an extension so that he could return for final site plan approval and approval of the condominium documents.

In response to questions from the Commission, Planning Consultant Elmiger recommended a 6-month extension. If necessary, another extension could be granted after that.

Commissioner Maise suggested that if the City charged a fee for extensions, applicants would be more likely to complete their projects on time.

**MOTION by Miller, support Maise, to extend the preliminary condominium site plan approval for 528 Randolph, granted on July 19, 2016 to David and Linda Marino, for six additional months.**

**Chair Wendt asked for a roll call vote.**

<b>Mowers</b>	<b>yes</b>
<b>Miller</b>	<b>yes</b>
<b>Mielock</b>	<b>yes</b>
<b>Smith</b>	<b>yes</b>
<b>Wendt</b>	<b>yes</b>
<b>Kirk</b>	<b>yes</b>
<b>Russell</b>	<b>yes</b>
<b>Maise</b>	<b>yes</b>

**Therefore the motion carried unanimously.**

**9. ELECTION OF OFFICERS**

**MOTION by Kirk, support Russell, to nominate Jay Wendt as Chairman of the Planning Commission. Motion carried unanimously.**

**MOTION by Russell, support Maise, to nominate Steve Kirk as Vice Chair of the Planning Commission. Motion carried unanimously.**

**10. ADJOURN**

As there was no further discussion, Chair Wendt asked for a motion to adjourn.

**MOTION by Maise, support Kirk, to adjourn the Planning Commission meeting at 9:40 p.m. Motion carried unanimously.**

Respectfully submitted,  
Cheryl McGuire  
Recording Secretary

Approved as amended 2/21/2017