
**CHARTER TOWNSHIP OF WATERFORD
NOTICE OF PLANNING COMMISSION REGULAR MEETING
TUESDAY, OCTOBER 25, 2022 4:30 P.M.**

- I. Call the Meeting to Order
Chairperson Ray called the meeting to order at 4:32 p.m.
- II. Roll Call
- Present: Matt Ray, Chair
Scott Sintkowski, Vice Chair
Dave Kramer, Secretary
Tony Bartolotta, Commissioner
Thomas Strat, Commissioner
Art Frasca, Commissioner
Steve Printz, Commissioner
- Absent: None
- Also Present: Jeffrey Polkowski, Superintendent/Planning
Justin Daymon, Zoning Administrator
Lisa Kane, Recording Secretary
- Public Present: Approximately 6 members of the public
- III. Approve the Agenda of the October 25, 2022, regular meeting of the Planning Commission as printed.

MOTION AND VOTE

Moved by Frasca

*Supported by Strat: Resolved to **Approve** the October 25, 2022 Planning Commission Meeting Amended Agenda.*

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE

(7 - 0)

- IV. Approve the Minutes of the September 27, 2022, regular meeting of the Planning Commission as printed.

MOTION AND VOTE

Moved by Bartolotta

*Supported by Frasca: Resolved to **Approve** the September 27, 2022 Planning Commission Meeting Minutes.*

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE

(7 - 0)

V. Consent Agenda

Commissioner Frasca requested to abstain from voting due to conflict of interest.

MOTION AND VOTE

Moved by Kramer

Supported by Bartolotta: Recognize Commissioner Frasca's abstention from voting on the Consent Agenda.

MOTION CARRIED BY VOICE VOTE

(6 - 0)

Moved by Bartolotta

*Supported by Sintkowski: Resolved to **Approve** the Planning Commission Meeting Consent Agenda.*

MOTION CARRIED BY VOICE VOTE

(6 - 0)

VI. Site Plans and Public Hearings

1. Case No. PRSA 22-09-01 (PSP 22-1443) Craft Factory (Cut & Assemble Felt Acoustic Products) – Public Hearing

Parcel I.D. No. 13-13-152-001; T3N, R9E, SEC 13 S 545.9 FT OF W 748.6 FT OF NW 1/4, EXC W 60 FT TAKEN FOR RD 8.65 A W214

Requesting: Special Approval for a Craft Factory. Facility will cut and assemble felt acoustic products for office interior applications.

Property Location: **2100 Scott Lake Rd**

Property Zoned: HT-2, High Tech Industrial and Office

Applicant: Alliance Group Properties, LLC

Applicant Present: James Truan of 2100 Scott Lake Rd, Alliance Group Properties, LLC

Mr. Polkowski introduced the project, which is phase two of a project that began at 2700 Alliance, as a 7,400 sq ft addition to an existing structure. This project will begin construction after phase one is complete in first quarter of 2023. Approval is recommended upon all comments being addressed to the satisfaction of Township staff.

Mr. Truan stated that they have had delays with construction of phase one of the project, they anticipated phase one being complete before beginning phase two.

Chairperson Ray inquired about the felt business, asked if the process produces much noise and how the waste is disposed of.

Mr. Truan stated that their customers are installers and contractors. The cutting process uses rotary knife cutters similar to CNC machines that are not very noisy. The noise would be similar to a sewing machine. All scraps are disposed of properly and do not enter the wastewater.

Chairperson Ray opened public comment at 4:46 p.m.

Samantha Whalen of 2061 Scott Lake Rd is concerned about the noise and sound level intensity and if there were any odors. Ms. Whalen also inquired if any of the wooded lot will be removed.

Chairperson Ray stated that the noise would only be as loud as the material that they are cutting.

Mr. Truan stated that the noise would be a hum similar to a sewing machine and that you would not be able to hear it outside of the building. Mr. Truan welcomed the resident to visit the facility. He is not sure yet how many trees will be removed from the wooded lot but the addition is on the east and will not affect the wooded area.

Tedd Grulke of 2175 Scott Lake Rd inquired if traffic will be increasing on Scott Lake Rd. and asked for clarity about the building addition size.

Mr. Truan stated the only traffic visiting they facility will be 25-30 employees and the product is shipped, not picked up by customers.

Mr. Polkowski stated that the addition is 7,400 square feet on the existing building.

Lori Marsh of 2145 Scott Lake Rd shares the concern about the wooded lot and where the truck entrance would be located.

Chairperson Ray stated that the truck entrance will be on Alliance Dr.

Chairperson Ray closed public comment at 4:53 p.m.

MOTION AND VOTE

Moved by Sintkowski

Supported by Bartolotta: Resolved to approve with conditions the request for special approval in this case based on the following findings and conclusions under the Ordinance review criteria and considerations, which are based on assessment of the information and statements presented in this case by or for the Township Staff, Applicant, and members of the public.

Findings:

- A. The proposed use **is** in accordance with the objectives of the Master Plan and with future land use plans for the area as adopted or maintained by the Planning Commission.
- B.1 The proposed use **will** be compatible with adjacent uses of land in terms of building and activity location, scope of activity, character, hours of operation, and compliance with the performance standards required under ARTICLE II, Division 2-2.
- B.2 The proposed use **will not** have an adverse effect on the environment or adjacent properties beyond the normal effects of permitted principal uses in the same zoning district.
- B.3 The proposed use **will not** result in an impairment, pollution, and/or destruction of air, water, natural resources and/or the public trust therein.
- C. The proposed use **is not** located in any Special Approval use service areas identified and adopted by the Planning Commission.
- D. The proposed use **will not** impose an unreasonable burden upon public services and utilities.
- E. The proposed use **will** be in compliance with the regulations of the Zoning District in which it is proposed to be located.

Conclusions:

- A.1 The proposed use **is** of such location, size and character as to be compatible with the orderly development of the Zoning District in which it is proposed to be situated.
- A.2 The proposed use **will** be compatible with the orderly development or use of adjacent zoning lots.

A.3 Pedestrian circulation **will not** be hindered by the proposed use.

A.4 Outdoor operations and display in connection with the proposed use **will not** burden and/or disrupt uses on adjacent properties.

A.5 The natural and surrounding environment **will not** be negatively impacted by the proposed use.

B. The proposed use **will** be within the capacity limitations of the existing or proposed public services and facilities which serve its proposed location.

C. The proposed use **will** be conducive to fulfilling a gap in the geographic coverage of such services to Township residents.

Conditions:

The conditions of this approval, which have considered the Planning Commission's ability to impose reasonable restrictions to ensure compliance with the performance standards established in the Zoning Ordinance, are as follows:

1. All comments will be addressed to the satisfaction of staff prior to final approval.
2. Staff may coordinate and finalize site plan details.
3. The Planning Commission reserves the right to modify or revoke this special approval following complaints, safety concerns, or site plan violations.
4. The existing non-motorized pathway along the northern boundary of the property is to be extended to the east for the remainder of the property.
5. A public access easement, that is satisfactory to Waterford Township's legal counsel, is granted to Waterford Township for the non-motorized pathways along northern and western portions of the property.
6. This special use approval shall only apply to this land use and not the property.

MOTION CARRIED UNANIMOUSLY BY SHOW OF HANDS

(7 - 0)

2. Case No. PRSA 22-10-01 Text Amendment – Parking Lot Landscaping – Public Hearing

Requesting: Zoning Ordinance amendment to incorporate the parking lot landscaping requirements section from the Interim Site Planning and Landscape Design Standards Manual into the Zoning Ordinance, and to amend landscaping and parking requirement reference information.

Districts Impacted: **ALL ZONING DISTRICTS.**

Applicant: Waterford Township

Mr. Polkowski introduced the text amendment to correct the recent amendment for parking lot landscaping requirements.

Chairperson Ray opened public comment at 4:59 p.m.

None

Chairperson Ray closed public comment at 5:00 p.m.

MOTION AND VOTE

Moved by Bartolotta

*Supported by Kramer: Resolved to forward a **favorable** recommendation in Case No. 22-10-01 on to the Township Board, to amend the Zoning Ordinance to incorporate Parking Lot Landscaping Requirements and SPL Reference Corrections on the findings and conclusions*

under the Ordinance approval recommendation guidelines which are based on assessment of the information and statements presented in this case by the Township Staff, and members of the public.

MOTION CARRIED UNANIMOUSLY BY SHOW OF HANDS

(7 - 0)

3. Case No. PRSA 22-10-02 Text Amendment – Child Care Centers – Public Hearing

Requesting: Zoning Ordinance amendment to make Child Care Centers a Permitted Principal Use in all Commercial districts.

Districts Impacted: **C-1, Neighborhood Business; C-2, Small Business; C-3, General Business; C-4, Extensive Business; C-UB, Urban Business District**

Applicant: Waterford Township

Mr. Polkowski presented the ordinance amendment that permits child care centers in all commercial districts.

Commissioner Kramer inquired about the Union Lake Business District

Mr. Polkowski clarified that zoning district.

Chairperson Ray opened public comment at 5:03 p.m.

None

Chairperson Ray closed public comment at 5:04 p.m.

MOTION AND VOTE

Moved by Bartolotta

*Supported by Frasca: Resolved to forward a **favorable** recommendation in Case No. 22-10-02 on to the Township Board, to amend the C-1, Neighborhood Business District; C-2, Small Business District; C-3, General Business District; C-4, Extensive Business District; C-UB, Urban Business District on the findings and conclusions under the Ordinance approval recommendation guidelines which are based on assessment of the information and statements presented in this case by the Township Staff, and members of the public.*

MOTION CARRIED UNANIMOUSLY BY SHOW OF HANDS

(7 - 0)

VII. Discussions

None

VIII. All Else

Next meeting will be in the 3rd floor conference room on November 7, 2022 at 4:30 p.m.

IX. Adjourn the Meeting

Chairman Ray adjourned the meeting at 5:04 p.m.

Members of the public will only be able to speak during the public comment period at the end each public comment agenda item and such comments will be limited to three minutes per

person. To provide for orderly public participation, a person wishing to speak must first state their name and address then request to be recognized by the Chairperson of the meeting. The Chairperson will recognize all persons wishing to speak during the public comment period. Prior to the meeting, members of the public may contact the members of the Planning Division to provide input or ask questions by email or mail to the Township employee/official and at the addresses listed below. Persons with disabilities in need of accommodations to be able to participate in the meeting should provide at least 24-hour advance notice to the listed Township employee by phone, email, or mail and an attempt will be made to provide reasonable accommodations.

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