



**Carlisle | Wortman**  
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**TO:** Joyce Parker, Township Manager

**FROM:** Laura Kreps, Community Planner

**DATE:** June 13, 2024

**RE:** Planning/Zoning Activity Report

This report provides information on planning and zoning projects that have been through a pre-application meeting, reviewed by the Planning Commission, and/or the Zoning Board of Appeals as well as updates on special projects and ordinance amendments.

Summary of Meeting Items and Action:

**PRE-APPLICATION MEETING SUMMARY:**

*Pre-application meetings are a required step in the site plan review process where the applicant presents a concept site plan to Township staff, including one Planning Commission member prior to submitting the project for formal review. It is likely that these projects will be on an upcoming Planning Commission agenda for action.*

- Jackson/Parker Road Residential Concept Plan – Meeting with Pulte Homes regarding potential single-family residential development on vacant property located at the northeast corner of Jackson and Parker Roads. This was a very early discussion related to process and likelihood of potential development of 198 residential units.

**PLANNING COMMISSION SUMMARY:**

**June 10, 2024 - REGULAR MEETING**

- **2|42 Church Daycare (CU#24004)** - The applicant is seeking approval to expand the previously approved conditional use for the existing church within a mixed-use development (CU#2163 approved on February 23, 2016). The applicant had previously repurposed existing building #3 on the former Gelman campus for a 50,000± square foot facility containing an 851-seat worship center, community center (featuring athletic fields and children's play area), and on-site parking. The only modification proposed to the existing layout of the site is the addition of a 1,000 square foot play area that will be fenced at the rear (west) side of the existing structure adjacent to the daycare portion of the building. A stacking area has also been demonstrated within the existing parking lot demonstrating vehicle queuing for pick-up/drop off at the daycare entrance.

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Richard K. Carlisle, *Past President/Senior Principal*

The daycare is proposed to operate between 7:00AM and 6:00PM Monday through Friday providing care for a maximum of 150 students between the ages of 6 weeks and 12 years. It is anticipated that 20 teachers will be present on the site during peak operations. Peak drop-off will be 8:00AM to 9:00AM and peak pick-up hours will be from 4:30PM to 5:30PM, Monday through Friday.

The Planning Commission held the required public hearing and received comments from the in-person and on-line audience. After discussion, the Planning Commission tabled the conditional use request pending additional information related to (not official conditions, taken from notes not official meeting minutes):

- Review of site characterization assessment (soils data) by a Township expert.
- Provide restrictive covenant.
- Provide information regarding current REU usage v. proposed with daycare.

***Pending Action: This item will come back to the Planning Commission once additional information is received for further consideration.***

- **Provenzola Rezoning (OA#24003)** – Request to rezone property located at 6869 Marshall Road from OS, Office Service to A-1, General Agricultural. The site contains an existing commercial/industrial building with an associated parking area. According to Township records, the building was constructed in 1977. The site has frontage on Marshall Road with a single driveway access point at the road. The applicant intends to convert the existing structure into a single-family home with a home occupation.

The Planning Commission held the required public hearing and received comments from the in-person and on-line audience. After discussion, the Planning Commission recommended approval of the rezoning request for 6869 Marshall from OS, Office Service to A-1, General Agricultural.

***Pending Action: This item will be placed on a future Board of Trustees agenda for consideration (tentative date July 8, 2024).***

- **The Townes of Honey Creek (CU#24003 / PSP#24007)** – Request for conditional use approval to constructed 60 townhome units on 11.07 acres as part of Menard's development. The site is located at 6405 Jackson Road and is zoned C-2, General Commercial. Multiple-family residential as part of an overall mixed-use development is listed as a conditional use in the C-2 zoning district. The development proposes a residential density of 5.4 dwelling units per acre. Attached single-family units are proposed with buildings containing 3-, 4-, 5-, and 6-units. The site will be accessed via the existing eastern Menard's drive from Jackson Road. A private road with cul-de-sac will provide access to the proposed development from the existing Menard's driveway.

The Planning Commission held the required public hearing and received comments from the in-person and on-line audience. After discussion, the Planning Commission recommended approval of the conditional use request for the Townes of Honey Creek Multiple-Family Development.

*Pending Action: **This item will be placed on a future Board of Trustees agenda for consideration (tentative date July 8, 2024).***

- **Alpha House (SP#24009)** – Request for a minor amendment to the West Washtenaw Medical PUD with regard to expansion of services provided by Alpha House to allow for the following changes: to allow housing for 36 individuals (families with children) utilizing 14 bedrooms of different sizes. Previously, 24 beds were available in six (6) bedrooms.

Based on the criteria outlined in Section 36-254, the Planning Commission determined the change in residential floor space is a minor PUD amendment. As a minor amendment, no further Planning Commission or Township Board consideration is required.

*Pending Action: **No further action is required.***

- **The Crossroads (SP#24016 / OA-PUD#22003)** – The applicant has requested final PUD site plan review of The Crossroads development located at the southwest corner of Liberty and Wagner Roads. The applicant is proposing a combination of studio/1-bedroom and 2-bedroom residential units totaling 212 units ranging in size from 525 square feet to 1,019 square feet. Five (5) garden court buildings with 16 apartments per building, two (2) podium buildings containing a total of 120 apartments, and 12 one-bedroom carriage house apartments are proposed. The unit-type of the proposed development includes: 24 studio (11.3%); 112 one-bedroom (52.83%); and 76 two-bedroom (35.84%) units. The project is proposed to be built in one phase.

After discussion, the Planning Commission recommended approval of The Crossroads Final PUD site plan with the following conditions (drafted from notes, not official conditions taken from meeting minutes):

- Concerns noted in Township Planner's review.
- Concerns noted in Township Engineer's review.
- Resolution of any impacts Cadillac Asphalt operations have on the public health, safety and welfare in accordance with Section 36-245.
- Acquire and provide all applicable EGLE testing, complaints and reports.
- Petitioner and Township consult with EGLE and Environmental Health to investigate on-going monitoring process to ensure public health.

*Pending Action: **This item will be placed on a future Board of Trustees agenda for consideration (tentative date unknown, will be determined by resolution of conditions noted).***

**PENDING PROJECTS:**

- **Firestone Complete Auto Care Site Plan Review.** The applicant is requesting site plan approval to construct a Firestone Complete Auto Care facility on Unit 1 of the Shops of Scio Condominium site located at 5920 Jackson Road. The site is currently vacant and is the Lowe's outlot west of the Culver's restaurant (Unit 1 of the Shops of Scio Condominium). The conditional land use was recommended for approval by the Planning Commission on October 23, 2023, and approved by the Board of Trustees on November 28, 2023. **(No change since last report.)**

*Pending Action: **Detail engineering plans have been submitted to the Township and will be reviewed at a future Board of Trustees meeting after all outside agencies have granted approval.** This item was recommended for approval by the Planning Commission.*

- **Knights of Columbus Preliminary PUD, 3991 Dexter-Ann Arbor Road, vacant parcel:** Proposed preliminary planned unit development (PUD) application for the former Knights of Columbus campground property located at 3991 Dexter-Ann Arbor Road for a detached, 47-unit single-family residential development. The development is located on the south side of Dexter-Ann Arbor Road between Wagner and W. Delhi Roads. The subject site encompasses two (2) properties containing 47 acres of vacant property containing woodlands, an open water pond (wetland) and steep slopes. Since our last reporting on this item, the applicant has submitted a revised "hydro-geo" study on the property that is under review by Dr. Lemke. As this item was recommended for denial by the Planning Commission the next step in the process will be placement on a BOT agenda. **(No change since last report.)**

*Pending Action: **This item will be placed on an upcoming Township Board Agenda. No date has been set.** This item was recommended for denial by the Planning Commission.*

- **Arbres Grove Site Plan – Vacant Parcel:** The application proposed is a (35) thirty-five-unit townhome development located in Section 27, south of Jackson Road on the east side of Zeeb Road, between Park Road and Polo Fields Drive. This project received a recommendation of approval from the Township Planning Commission and is currently in the "Detailed Engineering" stage of review. There have been a number of engineering issues that the applicant has been working on with the Township Engineer. Several engineering plan submittals have taken place since the Planning Commission's recommendation of approval.

On August 2, 2023, the applicant resubmitted plans for review of the Township. It is likely that after this review the Arbres Grove site plan will be ready for review by the Township Board.

When all engineering issues have been addressed this item will be placed on a Township Board agenda. No date has been set as of yet. **(No change since last report)**

*Pending Action: **To be placed on an upcoming Township Board Agenda. No date has been set.***

**ZONING BOARD OF APPEALS SUMMARY:**

**June 20, 2024 – REGULAR MEETING**

- **Zafar – 685 S. Zeeb Road** - The applicant requested to install an accessory structure with a side yard setback of 13 feet rather than the required 30 feet. **This item was tabled so the applicant could provide additional information regarding the location of the existing septic system.** *The ZBA will review additional information submitted at their June 20, 2024 meeting.*

**OTHER PLANNING AND ZONING ISSUES**

The Planning Commission is working and/or discussing the following items:

- PUD Regulation Amendment (work ongoing).
- Jackson Road Overlay District (JROD) Discussion regarding a possible amendment. The JROD advisory group has met twice; however, their May 23 meeting was cancelled due to unforeseen circumstances. They are making progress through their discussions, but 1-2 additional meetings may be needed to finalize their recommendations.
- Renewable Energy Ordinance (work ongoing)
- EV parking Ordinance
- ESCAP implementation strategies.



CARLISLE/WORTMAN ASSOC., INC.

Laura K. Kreps, AICP

Principal