

**KOCHVILLE TOWNSHIP PLANNING COMMISSION  
MINUTES OF REGULAR MEETING  
JULY 13, 2015 – APPROVED  
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**7:00 pm:** opened with the Pledge of Allegiance.

**Roll Call:** Present: Joanne Cammin, Russ Herlache, Ron Robishaw, Don Jackson, Rhonda Ferrell and Chair Kiss. Tony Leuenberger arrived later.

**Approval of agenda:** Mr. Herlache made a motion to approve the presented agenda. Seconded by Mr. Jackson. Motion carried.

**Approval of Public Hearing and Regular Meeting Minutes of June 8, 2015:** Mr. Robishaw made a motion to approve the presented Public Hearing and Regular Meeting Minutes of June 8, 2015. Seconded by Mr. Jackson. Motion carried.

**Public comment:** no comments

**Close Public comment:**

**PA33 Committees:** Chair Kiss mentioned for the next week or so there will be some line work done by Consumers Energy on Davis and Pierce roads north to Freeland Road. Davis Road will be closed temporarily. Consumers power is installing gas mains.

**Report from Township Board Member: Rhonda Ferrell:**

- Ed Wolcott moved out of the Township and resigned from the Board of Review.
- The Master Plan Amendments: Resolution #15-11 was approved by the Township Board.
- Resolution #15-08 Amendments to Community Development Fee Schedules (building, mechanical, plumbing and electrical) was approved by the Township Board.
- The Board approved to send the Krossroad's Park Stabilization project out for bids.
- Resolution #15-09: Freedom of Information Act (FOIA) Policy was approved.
- The Board approved Resolution #15-12: Authorization of a yearly contract with Consumers Energy.
- The Parks and Recreation maintenance responsibility has been transferred to the DPW Department under the direction of Mike Comstock.
- The Board approved the Township Manager to approve the lowest bid for seal coating to maintain the Kochville Pathway from Bay Road to Mackinaw Road.
- Resolution #15-10 was approved. It is the adjustment of billable rates for grass and weed cutting.
- Emily Gennrich's internship was approved through December 30, 2015.
- The Board approved the Fire Department's Cost Recovery Policy #15-001.
- Ordinance #15-04: Amendments to Anti-Noise Ordinance was approved.
- The City of Saginaw notified their wholesale customers for the water cost increase for the next 3 years in Kochville Township
  - Effective 8-1-2015: increase 11%
  - Effective 2016: increase 11%
  - Effective 2017: increase 4%

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**Planning Commissioner Tony Leunberger arrived**

**Business Items:**

**A: SPR-15-004 (Saginaw Pattern & Machine, 1622 Champagne Dr.)** – The applicant, Pumford Construction on behalf of Saginaw Pattern & Machine, is requesting site plan approval to construct a 10,000 sq. ft. addition to their existing 17,000 sq. ft. building for use as a fabrication and manufacturing operation.

Tony Dier, Planning presented the Planning Commission with a site plan review of Saginaw Pattern on 1622 Champagne Drive. (Attachment #1)

- The use, production, manufacturing, processing, assembling, packaging, or treatment of goods, is a use permitted by right in an area zoned M-1, Industrial (Limited Manufacturing). The site is composed of two separate parcels currently. The parcels will need to be combined before a certificate of occupancy is issued.
- The proposed and existing structures appear to comply with the setback requirements within the zoning ordinance.
- The site plan meets the parking minimum defined by the ordinance. Five visitor spaces plus one for each employee on max shift.
- The Zoning Ordinance requires that the proposed parking lot must be curbed. The applicant has indicated that the previous site plan approved by the Planning Commission waived the curbing requirement for this development, and that no other developments in Champagne Park have curbed drives or parking lots. The Planning Commission should address this issue.
- A permit for the new driveway has been obtained by the applicant from the Saginaw County Road Commission.
- The landscaping plan submitted with the revised site plan appears to meet the Township's Ordinance.
- A photometric plan has been submitted and shows that no light will trespass beyond property lines.
- Utilities are shown on the site plan. The applicant has stated that the park utilizes a common drainage system that outlets directly to the MDOT right of way. Axiom Consulting is in the process of following up with Saginaw County Road Commission to verify the design and if it meets the requirements.
- Building department will do their review when construction drawings are submitted.
- Fire Department review: an additional Knox box, explanation of what type of work will be conducted in the new addition, list of any hazardous materials that will be stored inside, a description of the materials that will be stored, the height of the storage, and in what manner it will be stored such as racks, palletized, etc., is all required.
- Department of Public Works has reviewed the site plan and has no comments.
- Staff recommends approval of this site plan SPR-15-004 based on 2 conditions: the storm water approval and the Planning Commission address the curbing.

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Greg Turner, Pumford Construction, presented an overview of the project with history of the storm water retention basin. In the 1990s, 2 additional storm water retention ponds were installed. Today none of the buildings in Champagne Park have curbing because the storm water basin is very shallow. Curbing would cause more problems because catch basins would have to be installed. The storm water quality has improved based on this design process. The water depth is shallow with the pipes 4 ft below the finished floor. The storm water amenities are maintained and work well with this design.

Mr. Leuenberger stated that the existing road had no curbs. Mr. Robshaw questioned truck traffic and the condition of the road. They are adding additional offices. Mr. Turner stated they would be testing assembly parts for seat companies. Semi-trucks back in, no additional traffic. He stated that when the business grows again the idea is to extend a truck route that goes all the way through.

Mrs. Cammin questioned the acreage of the expansion. It is about 2 and 1/2 acres with 21 spots for parking and 10,000 sq ft addition. Chair Kiss questioned the lighting and if there were any poles. There are no additional poles being installed. They will have one wall pack for lighting. There are 2 working shifts for workers.

Mr. Herlache wondered about the fire department review. He also wanted to know about drainage and if they ever had standing water in the parking lot. No standing water. There are additional lots available but they are all tied in to the working system.

Chair Kiss discussed the curb situation. Mr. Leuenberger would like to stay with consistency of the past curbing on Champagne Park. SCRC meets requirements. Mr. Dier, Planning stated that the Township has the defined powers to waive curbing in imperative circumstances from the ordinance requirements during the site plan review process.

Mr. Jackson made a motion to approve SPR-15-004 Saginaw Pattern & Machine on 1622 Champagne Drive, 18-13-4-36-3119-000 project # 150457 dated May 29, 2015 with the following conditions:

- Administrative approval of the storm water management plan by Axiom.
- The parking lot design may remain as shown on the approved site plan, per the Planning Commission's consideration of site design and storm water concerns and the general design nature of the Champagne Park commercial subdivision. In particular, the lack of curbing on Champagne Drive and the absence of drive and parking lot curbing historically within other developments in the park. See zoning ordinance section 155.355 (D) (1, 2).

Seconded by Mr. Leuenberger.

**Roll Call:** Mr. Leuenberger –Yes; Mrs. Cammin –Yes; Mr. Herlache –Yes; Mr. Robshaw –Yes; Mr. Jackson –Yes; Rhonda Ferrell –Yes; Chair Kiss –Yes. Motion carried.

**Other Business:** Mr. Robshaw questioned a training session in the near future with McKenna Associates.

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**Comments from Staff/Commission:** Mr. Dier stated we will have a Public Hearing for a definition of a family next month. Mrs. Cammin asked about the traffic count on Mackinaw and Tittabawassee. Mr. Leuenberger would like to see something written up about specialized circumstances about curbing as Champagne Park is. Mr. Dier stated Saginaw Township has specialized curbing requirements based on parking spaces.

Mr. Dier revisited the parking lot striping, exterior storage units, and curbing discussion which was talked about a couple of months ago.

Mrs. Cammin questioned how many rental applications we have received. We have 53.

Mr. Jackson would like to request a spiral binder of the Master Plan for the Planning Commission members. DDA is scheduled for Thursday, July 16<sup>th</sup> at 8:30 am.

Mrs. Ferrell stated the Township Board mtg will be held on Monday July 20, 2015 at 7pm.

**Adjournment: Next meeting: August 10, 2015:** Chair Kiss made a motion to adjourn seconded by Mr. Robishaw. Motion carried.

Respectfully submitted by:

Rhonda Ferrell, Secretary