

## MINUTES

Cascade Charter Township Planning Commission  
Monday, January 7, 2008  
7:00 p.m.

- ARTICLE 1.** Chairman McDonald called the meeting to order at 7:00 p.m.  
Members Present: Koessel, Lewis, Logue, McDonald, Richards, Robinson  
Members Absent: Waalkes (unexcused)  
Others Present: Planning Director Peterson, Recording Secretary Hern, and Members of the Public.
- ARTICLE 2.** Chairman McDonald led the Pledge of Allegiance to the Flag.
- ARTICLE 3.** Chairman McDonald noted an item needs to be added under Article 6 to the January 7, 2008 Agenda, Election of Officers.
- Member Lewis motioned to add Election of Officers to the January 7<sup>th</sup> Agenda, supported by Member Robinson. All in favor with none opposed, the motion carried. Article 6.5 Election of Officers added.**
- ARTICLE 4.** **Approve the Minutes of the December 17, 2007.**
- Chairman McDonald opened the meeting for revisions, corrections or a motion for approval of the December 17<sup>th</sup> minutes.
- Member Koessel requested a correction on Page 6, in the fifth paragraph, in the first sentence after...”the parking spots,” add “and if so is there....”
- Member Koessel also noted a correction on Page 7, in the second paragraph in the second sentence change “what is to defer” to “what will deter”.
- Member Robinson motioned for approval of the December 17, 2007 minutes as corrected, supported by Member Richards. All in favor with none opposed: December 17, 2007 Planning Commission Meeting Minutes were approved as corrected.**
- ARTICLE 5.** **Case # 07-2908: Paragon Development/Meijer**  
**Address of Property: 5555 & 5595 28<sup>th</sup> Street SE**  
**(Tabled at the December 17, 2007 Meeting)**  
Requested Action: Preliminary Plan Review for an amendment and addition to the P.U.D. at 5595 28<sup>th</sup> Street.

Chairman McDonald requested a motion to remove this case from the table.

**Member Koessel motioned to remove Case # 07-2908: Paragon Development/Meijer from the table, supported by Member Robinson. All in favor with none opposed. Case # 07-2908: Paragon Development/Meijer removed from the table.**

Planning Director Peterson noted that the sub-committee did meet with the Applicant who provided a variety of site plans for the development. The sub-committee agreed upon the site plan that is included in the Commissions' packet this evening.

Also included in the Commissions' packet is the amendment to the P.U.D. Ordinance.

Planning Director Peterson noted a couple of items for the Commissions' attention. These included the sidewalk along Kraft Avenue that this Applicant will be installing and the Meijer wall signage to recognize the previously approved variances.

Planning Director Peterson also distributed this evening the language for street signage. The Applicant has indicated they prefer not to have bank/retail center signage, noted by the pylon sign on the Site Plan between the bank and 28<sup>th</sup> Street, and are willing to forego this sign. Their idea was to eliminate this sign and add its allowed square footage to the Meijer pylon sign along 28<sup>th</sup> St. This would allow for one 250 sq ft sign instead of two 125 sq ft signs.

Member Koessel asked what the size is of the current Meijer sign and Planning Director Peterson said he is not sure and the Applicant may have that information. Planning Director Peterson said the Applicant has provided a sketch of the proposed signage and it does meet the requirement of 250-s.f.

Member Koessel noted this signage is similar to some of the exchanges we have done at Waterfall Shoppes and the Reibel Development project.

Chairman McDonald commented that the Applicant's plan being submitted is a plan that the sub-committee quickly agreed upon. Planning Director Peterson said he does have the other four (4) options available for the Planning Commissions' review.

Member Koessel clarified that the parking has been moved to the northeast side of the site and Planning Director Peterson noted that is correct. Member Koessel also clarified that the drive around the

east of the building is now one-way and Member Robinson said that is correct.

Member Koessel also confirmed that traffic entering the site would park to the north or northeast and when exiting the site, they would exit the same way as they entered and Chairman McDonald said that is correct. Member Koessel believes this is a good plan.

Member Koessel asked if the number of parking spaces changed. Chairman McDonald noted one parking spot was added in the north corner for a total of fifteen (15) parking spaces.

There were no other questions of Staff and Chairman McDonald invited the Applicant to add their comments.

Applicant Greg Fulk said the current Meijer sign is at 124-square feet and presented their sketch of the proposed signage. Mr. Fulk noted that the Meijer Board has approved the elevation of the signage. Meijer's total signage is 124-square feet and the Applicant's sum of square footage for their panels is 110-square feet, this totals under the 250-square feet allowed.

Chairman McDonald asked Staff if the language written reflects the proposed signage the Applicant is showing and Planning Director Peterson said that is correct.

Member Koessel asked with the way the P.U.D. is written that if the Applicant chose not to add their panels to the Meijer sign, then they could construct the two 125-square foot signs and Planning Director Peterson said that is correct.

Chairman McDonald noted the Applicant is seeking Preliminary Plan Review approval and the Planning Commission will also have to approve the amendment and addition of Staff's language for the signage to the P.U.D. Member Lewis requested that the two (2) items be approved separately.

**Member Lewis motioned to approve the Preliminary Plan Review as presented, supported by Member Robinson. All in favor with none opposed. Motion carried.**

Chairman McDonald requested a motion for the amendment and addition to the P.U.D.

**Member Robinson motioned for approval of the amendment and addition to the P.U.D. at 5595 28<sup>th</sup> Street SE, supported by Member Richards. All in favor with none opposed. Motion carried.**

Member Koessel thanked the Applicant for their hard work and asked if they are pleased with the plan. Mr. Fulk believes this is an excellent plan and thanked the Planning Commission and sub-committee for their time.

Planning Director Peterson noted this Case has already been publicly noticed for the January 23, 2008 Township Board Meeting.

## **ARTICLE 6.**

### **Any Other Business**

Chairman McDonald opened the meeting for any other business.

Staff has received a request from a developer who has asked to hold a Work Session Meeting and asked the Planning Commission if they wanted to change the procedures and hold a work session. Staff does not see anything wrong with the current procedures and is looking for direction from the Planning Commission should they wish to change procedures.

Planning Director Peterson noted that quite a few years ago we had held a few work sessions and the Planning Commission did not want to continue this process since the planning staff was able to give them the same information.

Member Robinson asked what the advantage would be in holding Work Sessions and Planning Director Peterson said the advantage would be towards the developer in obtaining feedback from the Commission prior to heavily investing in their project. Planning Director Peterson noted the sessions are similar to a Basic Plan Review but the developer has spent money and time on the plan at this point.

Member Robinson asked if a Work Session would provide the same information that can be obtained by Staff and Planning Director Peterson stated yes it is.

Member Lewis noted that the first meeting with a developer is one of discussion and the plan is not voted upon at the time. At the first meetings the Planning Commission provides their feedback to the developer and he does not see a reason to re-establish the work sessions.

Member Koessel believes the current process has worked well over the past few years. He noted that tonight's case, Paragon Development/Meijer, is a great example that if the Applicant and Planning Commission reach a stalemate, a sub-committee is

formed to work with the Applicant in creating an acceptable development.

Member Robinson also agreed that the current process is working fine and not to change anything.

Chairman McDonald summarized for Staff that the Planning Commission has reviewed the current process and believes it is an effective process and Staff may notify the developer that the Work Sessions will not be re-established.

Chairman McDonald asked if there was any other business.

Member Lewis asked for an update regarding the traffic flow at Waterfall Shoppes. Planning Director Peterson said Staff has spoken with the developer and MDOT. MDOT has agreed to review the timing of the lights, the right-in and right-out only directions and MDOT is to follow-up with the Township so the Township may hold another meeting with the developers. The developers have also indicated they are investigating “way-finding signs” within their project to help direct traffic. Planning Director Peterson said he would contact MDOT for an update.

#### **ARTICLE 6.5**

##### **Election of Officers**

Chairman McDonald opened the meeting for discussion of the Planning Commission’s Officers.

Member Koessel said that he believes Chairman McDonald has done an excellent job at Chairing the meetings and in his absence, Member Robinson has also done very well. Member Koessel also noted that Member Lewis does an excellent job as the Secretary as well.

**Member Koessel motioned to keep the Planning Commission Officers for 2008 as they have been since everyone is eligible to serve a second term.**

**Member Koessel also noted Member Lewis is to remain as the Planning Commission’s representative on the Zoning Board of Appeals (ZBA).**

Planning Director Peterson noted there is an open position for a representative of the Planning Commission to serve on the Village Design Committee since Member MacAllister is no longer on the Commission. Planning Director Peterson said this Committee reviews projects in the Village District and consists of members from the Planning Commission, Township Board, Downtown Development Authority and ZBA. The Village Design Committee

does not meet that often and these meetings are not regularly scheduled like the Planning Commission or ZBA Meetings.

**Member Koessel motioned to keep the same Chairman, Vice-Chairman, Secretary, ZBA Representative for 2008, and to keep the Village Design Committee position open until the member Waalkes is in attendance. Supported by Member Logue. All in favor with none opposed. Motion carried.**

**ARTICLE 7.**

**Adjournment**

Chairman McDonald requested a motion for adjournment.

**Member Lewis supported by Member Robinson moved to adjourn. The motion carried and the meeting was adjourned at 7:33 p.m.**

Respectfully submitted,

Jack Lewis, Secretary

Lisa Hern, Recording Secretary