

Draft

**SAGINAW CHARTER TOWNSHIP PLANNING COMMISSION
SAGINAW CHARTER TOWNSHIP HALL
AUGUST 5, 2009**

Members Present

A. Seaver
C. Nolan
B. Nelson
P. Brucker
E. Majask

Members Absent

J. Anderson
R. McGraw

Others Present

B. Smith, Planner
C. Edlinger, Recording Secretary
M. Mahlberg, Attorney

Mr. Brucker called the meeting to order at 7:00 p.m.

Approval of Minutes:

Motion by Mr. Nolan, supported by Mr. Nelson, to approve the minutes of July 15, 2009.

VOTE: 5 YEAS 0 NAYS 1 ABSENT MOTION CARRIES
Anderson
McGraw

New Business:

- A. **S-09-16** – Aunt Millie’s Bakeries of Fort Wayne, Indiana is requesting site plan approval to construct a retail, sales and bakery distribution facility totaling 9,900 square feet located at an address commonly known as 3800 Fashion Square Boulevard. (12-4-11-2004-001)

Ms. Smith stated the applicant is proposing to construct a 9,900 square foot building for use as a bakery retail store, wholesale and distribution center and office space. The site plan shows the intent to divide the parcel into two lots. The first out lot will be located closer to McCarty Road and is 1.7 acres in size. The second parcel, which is the location of this proposed development, has approximately 410 feet of frontage along Fashion Square Boulevard and totals 117,612 square feet or 2.7 acres in size.

Whereas the proposed retail, wholesale and sales use is a permitted use within the B-4, General Commercial zoning district and the project complies with the general development standards of the Township, staff recommends approval of S-09-16 with the conditions listed in staff’s report.

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Ms. Gretchen Witherspoon, representative for Aunt Millie's Bakeries, was present to answer any questions.

Mr. Brucker then asked for public comments in favor or in opposition to the proposed site plan.

Mr. Brucker presented a letter from Tri-State dated August 5, 2009 from Jon C. Sawyer that is attached to these minutes.

There being no further comments, Mr. Brucker closed the public hearing portion of this proposed site plan.

Motion by Mr. Majask, supported by Mr. Nolan, to recommend approval of the proposed site plan (S-09-16) upon the following eighteen (18) conditions listed below:

1. Approval of a final site plan by the Community Development Department, Fire Department, Building Department and the Department of Public Services.
2. A storm water management plan shall be submitted, along with the required checklist and calculations, and approved by the Township Engineer as part of the final site plan. Fees associated with the review will be passed on to the developer.
3. The driveway, parking areas and circulation drives shall be constructed with curb and gutter.
4. If the applicant does not revise the site to minimize asphalt and paving, the area that is paved in excess of the standard width of a circulation drive and parking provided will be measured and then calculated as parking to determine additional landscaping requirements.
5. All special assessment fees/deferred charges are due upon land division or issuance of a building permit.
6. If a dumpster is needed, a dumpster enclosure consistent with the architecture, materials and color of the building is required and the dumpster location shall specifically be approved as part of the final site plan.
7. Any and all rooftop equipment shall be effectively screened as required per the design guidelines. If, instead or in addition, ground equipment is to be provided, it too shall be effectively screened and noted on the final site plan.
8. An elevation of the building meeting the intent and standards of the design guidelines. No loading and unloading areas should be visible from the street. A screen wall or other option as specifically approved by Community Development shall screen the loading areas. Elevations shall detail this. The type of building materials shall be noted and approved as part of the final site plan.

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9. No outdoor storage is permitted.
10. A five foot wide sidewalk is required to be installed along Fashion Square Boulevard for the length of this property. If the applicant intends to subdivide the parcel, an application for a land division must be filed prior to issuance of a building permit.
11. A five foot wide raised separation is required along the southern portion of the building adjacent to Fashion Square Boulevard, to provide a separation of the circulation drive and the building. This raised five foot separation should extend the length of the required screening wall (addressed in #8).
12. The exterior of the building shall be designed in such way as to work to “break up” buildings longer than fifty feet in length; including forms that are detailed and articulated to create interest; ensure that building frontages are active; be designed to reduce its perceived bulk. Surfaces more than two stories or 35 feet high or 50 feet in length, should attempt to include a wall plane that provides strong shadow or visual interest.
13. If the large expanse of pavement/circulation area is to remain, staff will work with the developer to determine the area and count it as parking spaces resulting in increased landscaping. Additionally, no parking of any vehicles, or storage of any kind is permitted in these circulation areas.
14. A lighting plan showing layout, fixture type and illumination shall be reviewed and approved by the Township Engineer prior to construction. Light poles shall be arranged so that they are within landscaped islands or otherwise separated from traffic areas and circulation. Fees associated with the review will be passed on to the developer.
15. If a mailbox is provided on site, it must be located internal to the site and coordinated with the USPS.
16. A final landscaping plan shall be submitted and approved meeting township ordinance standards, including landscaping required for street trees, parking areas and the detention areas. Prior to submittal of the final plan:
 - a. Providing for landscaping around the perimeter of the building when feasible.
 - b. Shall include the type and caliper of trees, and type and height of shrubs and/or other plantings. Street trees shall be two and ½ inches (2 ½”) in caliper and all landscaping shall meet the requirements of the ordinance.
 - c. The detention area shall be integrated into the site as a feature and include landscaping around the perimeter.
17. All utility services shall be underground.

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18. The location, width and design of the drive entrance on Fashion Square Boulevard must be reviewed and approved by the Saginaw County Road Commission.

VOTE: 5 YEAS 0 NAYS 2 ABSENT MOTION CARRIED
Anderson
McGraw

Receive and File All Correspondence:

- A. A copy of the July 2009 issue of Planning & Zoning News

Other New Business:

Old Business:

Adjournment:

Motion by Ms. Seaver, supported by Mr. Nelson, to adjourn the meeting at 7:09 p.m.

VOTE: 5 YEAS 0 NAYS 2 ABSENT MOTION CARRIED
Anderson
McGraw