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TO: Kathy Knol, Trustee

FROM: Laura Kreps, Community Planner

DATE: February 25, 2025

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.

- None

PLANNING COMMISSION SUMMARY:

February 24, 2025 - REGULAR MEETING

- **Childcare Ordinance Amendments** - In partnership with Ann Arbor SPARK, CWA developed model zoning regulations in accordance with Michigan Zoning Enabling Act (PA 110 of 2006, as amended) and Child Care Organizations Act (PA 116 of 1973, as amended). Modifications were discussed at the Planning Commission meeting included:
 - The addition of increased capacity as outlined in state law.
 - Additional siting regulations where a facility will be within 1,500 feet of other licensed uses outlined by state law.
 - Outdoor play area minimums.

A public hearing was held and text amendments recommended for Board of Trustees approval.

Pending Action: Review by Board of Trustees at a future meeting.

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- **Planning Commission By-Laws-** During the amendment of the Planning Commission by-laws undertaken in 2024, a revision regarding the current procedure regarding taking action on a project after a public hearing is conducted was inadvertently omitted from the adopted draft. The Planning Commission has reconsidered the by-laws with additional amendment. Additionally, the Planning Commission would like to potentially add provisions related to ex-parte communication and when conflict of interest should be disclosed. The Planning Commission reviewed the various minor amendments and postponed action for further discussion.

Pending Action: Further discussion on conflict of interest.

- **Discussion regarding Jackson Road Overlay District (JROD)** – The Planning Commission held a discussion regarding the findings of the Jackson Road Overlay Advisory Group to determine whether ordinance amendments are warranted. The Planning Commission requested additional mapping and listing of current uses allowed throughout the JROD for further consideration; these were provided for additional discussion. It was decided to postpone further consideration until a joint meeting with the BOT can be scheduled and the SEMCOG Corridor Study is further along.

Pending Action: Schedule joint PC / BOT meeting to discuss potential changes to the ordinance.

- **Discussion regarding accessory solar facilities** - This item was removed from the agenda as there was no information provided in the packet.

Pending Action: Place on future agenda when information is available for PC consideration.

PENDING PROJECTS:

- **Townes at Honey Creek (SP/DE#24010):** The applicant is requesting site plan/detail engineering approval to construct a 60-unit townhome development on 11.07 acres as part of the Menards outlot development. The site is currently vacant and is part of the existing Menards site available for outlot development. The site 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, General Commercial District. The Township Board granted conditional use approval at their July 9, 2024 meeting. The Planning Commission recommended approval of the site plan at their September 23, 2024 meeting.

Review of the detail engineering plan submittal has been completed. This item is being prepared for a future BOT agenda.

Pending Action: This item will be placed on a future Township Board Agenda – March 11, 2025. 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.

As this item was recommended for denial by the Planning Commission the next step in the process will be placement on a BOT agenda. The applicant has asked the Township Board to consider sending the project back to the Planning Commission due to new information provided as part of the hydrogeological study and revised plan set.

After additional review, Township staff and consultants have contacted the applicant regarding a number of outstanding issues to be addressed prior to further consideration by the Township Board in a communication dated December 17, 2024.

*Pending Action: **The Township has requested additional information prior to consideration by the Board of Trustees.** This item was recommended for denial by the Planning Commission.*

ZONING BOARD OF APPEALS SUMMARY:

February 20, 2025 REGULAR MEETING

- **Variance #25001 – H-08-22-392-022** – Variances were granted in order to allow the construction of a new home on an existing non-conforming lot allowing the following variances:
 - To allow a front yard setback (Burton Avenue) of 22 feet rather than the required 35-foot front yard setback;
 - To allow a rear yard setback (west side) of 15 feet rather than the required 35-foot rear yard setback;
 - To allow a corner/side setback (Park Road) of 31 feet rather than the minimum 35-foot corner/side setback of 35 feet; and
 - To allow total lot coverage of 24% rather than the maximum lot coverage of 20%.

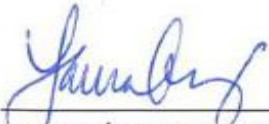
The ZBA approved the variances with the following condition of approval:

- The additional setbacks of six (6) feet in the front and four (4) feet in the rear are for a porch in the front and for typical HVAC type equipment in the rear, but not for a larger home footprint than proposed.

OTHER PLANNING AND ZONING ISSUES

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

- PUD Regulation Amendment (work ongoing).
- Renewable Energy Ordinance (work ongoing).
- EV parking Ordinance
- ESCAP implementation strategies (work ongoing).



CARLISLE/WORTMAN ASSOC., INC.

Laura K. Kreps, AICP

Principal