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**TO:** Joyce Parker, Township Manager

**FROM:** Laura Kreps, Community Planner

**DATE:** July 25, 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.*

- No pre-application meetings have been scheduled since the last report (June 13, 2024).

**PLANNING COMMISSION SUMMARY:**

**June 24, 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). On June 10, 2024, 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.

On June 24<sup>th</sup>, the Planning Commission continued their discussion regarding the daycare conditional use and recommended approval with conditions. This item will be forwarded to the Board of Trustees for review once the additional soil testing required by the Planning Commission has been received.

*Pending Action: This item will be forwarded to the Board of Trustees after additional soil testing information is received as required in the Planning Commission's recommendation of approval.*

- **Berczel Properties/Heritage Collision (CUP#24005)** – Request for conditional use approval for a major auto repair facility located at 160 N. Staebler Road. This property was recently conditionally rezoned to I-2 to allow the major auto repair/collision repair use.

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.

*Pending Action: **Approved by the Board of Trustees on July 23, 2024.***

- **Dexter Auxiliary Services (CU#24006)** – Request for conditional use approval for minor auto repair facilities located at 7240 Jackson Road.

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.

*Pending Action: **Approved by the Board of Trustees on July 23, 2024.***

- **Luna Drive (PRP#24001)** – Request for a Class C private road approval in order to divide the current Dexter-Ann Arbor Road property into four parcels.

The Planning Commission recommended private road approval.

*Pending Action: **Approved by the Board of Trustees on July 23, 2024.***

July 8, 2024 - REGULAR MEETING – CANCELLED

July 22, 2024 - REGULAR MEETING

The items considered at this meeting were informational / discussion items. The topics included: Jackson Road Planning Assistance Grant/Transit Committee; Environmental Sustainability Climate Action Plan Review; PUD incentives; and JRAG Advisory Committee Update. No project reviews were conducted.

**PENDING PROJECTS:**

- **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:**

##### **July 18, 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 DENIED by a vote of 3-2.**

#### **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 three (3) times. They have scheduled their next meeting for August 19<sup>th</sup> and plan to invite Planning Commission and new BOT members to update on the status of their findings.
- Renewable Energy Ordinance (work ongoing)
- EV parking Ordinance
- ESCAP implementation strategies (work ongoing).



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CARLISLE/WORTMAN ASSOC., INC.

Laura K. Kreps, AICP

Principal