ROSEVILLE PLANNING COMMISSION
STUDY SESSION

MANAGER'S CONFERENCE ROOM
29777 GRATIOT AVENUE
ROSEVILLE, MI 48066
(586) 445-5440

MONDAY, JUNE 4, 2007
7 p.m.

ROLL CALL

PRESENT:	Chairperson	Otto Wilhelm	
	Commissioners		
		Kurmmell Knox	
		Frank Maisano	
		Joseph Montgomery	
		Robert Neibel	
		Nancy Sunderman-Elert	
ABSENT:	Vice-Chairperson	Geraldine White	(excused)
	Commissioners	Robert Splane	(excused)
		John Surhigh	(excused)

OTHERS PRESENT: Glenn Sexton, Director of Building and Inspection
Ben Tallerico, Planning Consultant
Jolynn Friedmann, Recording Secretary

Chairperson Otto Wilhelm called the meeting to order at 7 p.m.

I. ROLL CALL (SEE FACE PAGE)

Commissioner Kurmmell Knox arrived to the meeting at 7:01 p.m.

COMMISSIONER ROBERT NEIBEL moved, COMMISSIONER FRANK MAISANO seconded to excuse absent Commissioners Robert Splane, John Surhigh and Vice-Chairperson Geraldine White.
MOTION CARRIED UNANIMOUSLY

II. APPROVAL OF MINUTES

Minutes will be approved at the Regular Meeting on June 18, 2007.

III. CORRESPONDENCE

Chairperson Otto Wilhelm presented the following correspondence:

a. Memo from Tony Lipinski, Director of Parks and Recreation asking for volunteers for the City Fireworks on June 23, 2007.
b. A publication from the Masonry Institute of Michigan *The Story Pole.*
c. Flyer from the Michigan State University Citizen Planner for a summer workshop.
d. Invitation from the Southeast Michigan Council of Governments (SEMCOG) to the annual General Assembly.

COMMISSIONER FRANK MAISANO moved, COMMISSIONER ROBERT NEIBEL seconded to receive and file the correspondence.
MOTION CARRIED UNANIMOUSLY

IV. BILLS TO BE PAID

Bills will be paid at the Regular Meeting on June 18, 2007.

V. PUBLIC TO BE HEARD – AGENDA ITEMS ONLY – NOT TO INCLUDE PUBLIC HEARING ITEMS

No one from the public wished to be heard.

VI. PUBLIC HEARING

There is no Public Hearing.

VII. OLD BUSINESS

There is no Old Business.

VIII. NEW BUSINESS

- **SITE PLAN REVIEW-** J.C. Cornillie Fuel Oil, PP# 14-09-227-003 as to Lot #14, 15 & 16 Located on Cornillie Street West of Little Mack, Gary Kwapis of Heins & Kwapis Architects, P.C. For J.C. Cornillie Fuel Oil, petitioner.

Patrick Meagher, George Lampson and Gary Kwapis appeared for the petitioner.

Planning Consultant Ben Tallerico reviewed the Site Plan and summarized the items that need to be addressed by the petitioner as follows:

- The proposed building(s) does/do not meet Ordinance maximum height requirements. Revise building or appeal for approval from the Zoning Board of Appeals.
- Parking dimensions are difficult to determine due to the scale of the plan although Ordinance requirements appear to be met.
- Confirm that enough handicapped spaces are provided per State rules and regulations.
- Maneuvering lanes are also difficult to determine due to the scale and legibility of the plan. Correct dimensions must be provided.
- Drainage patters are not provided.
- "Turfstone" is not an acceptable paving material.
- Provide elevations for the loading dock area. "Turfstone" does not meet the "permanent durable and dustless surface" requirement, note whether loading space is enclosed, provide sufficient off-street maneuvering space (as it appears now, trucks will be required to utilize Cornillie to maneuver into the loading dock area, which is prohibited by Ordinance)
- Note that loading space is permitted only in the rear yard and is required to be separated from off-street parking. The plan indicates that the current location is in the exterior side yard and is not separated from off-street parking, potentially limiting access.
- Loading and unloading areas must be screened from any public street.
- Loading space calculates to be 4,000 square feet and only 2,450 square feet have been provided.
- A schedule of planting needs to be provided.
- Clear corner vision distances must be dimensioned on the plan.
- Type of groundcover must be indicated.
- The proposed flowering crabapples do not meet minimum size requirements.
- Irrigation has not been proposed.
- Notations regarding care and maintenance need to be provided.
- Plant materials must meet the current American Association of Nurserymen standards.
- The planting plan should be the same scale as the site plan.
- Existing and proposed contours should be depicted.
- Construction details need to be provided.
- Existing tree cover has not been addressed.
- Plant materials appear to be located on the property line, against Ordinance regulations.
- Evergreens need to be properly spaced depending on planting pattern.
- Shrub spread detail needs to be included.
- Additional landscaped areas equal to 10% of the area of the site less any buildings and rights-of-ways is required.
- Storm water retention or detention needs to be made part of the landscaping features.
- Cost estimates for landscaping should be submitted.
- Lighting plans need to be submitted.
- Signage information has not been addressed.

The petitioners are to make the needed corrections and resubmit the plans to the Building Department.

Commissioners Robert Neibel and Joseph Montgomery discussed different aspects of this project and site plan with George Lampson.

Director of Building Glenn Sexton asked the Mr. Lampson if a portion of this property will be purchased or leased therefore creating frontage on Cornillie Street. Mr. Lampson would like to proceed with the purchase and lease as Mr. Sexton stated; however, legalities have to be worked out.

Mr. Tallerico instructed the petitioners to specify the owner of record on this property when the new site plan is submitted due to language in the Zoning Ordinance which pertains to ownership and to prevent the creation of non-conforming lots.

Mr. Sexton explained to the petitioners that they must determine what will be done with lots 14, 15, 16 and 17 as to how much of each property will be used so that the City can determine lot lines on this project; lot splits may have to be obtained to complete the project.

Mr. Kwapis asked Mr. Tallerico the deadline for the new plans; the plans should be submitted to the Building Department no later than June 14, 2007.

IX. REPORT OF PLANNING CONSULTANT

Planning Consultant Ben Tallerico had nothing to report.

X. PUBLIC TO BE HEARD

No one from the Public wished to be heard.

XI. COMMISSION MEMBERS TO BE HEARD

Chairperson Otto Wilhelm asked the Commission to consider volunteering at the City fireworks.

XII. ADJOURNMENT

COMMISSIONER KURMMELL KNOX moved, COMMISSIONER JOSEPH MONTGOMERY seconded that the agenda having been acted upon, the meeting is hereby adjourned at 8:04 p.m.
MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,
Rae A. Oldaugh, City Clerk

Please note: A cassette tape of this meeting is on file with the Clerk's Office for further information.