

MINUTES- SPECIAL MEETING  
BEDFORD TOWNSHIP PLANNING COMMISSION  
8100 JACKMAN ROAD, TEMPERANCE, MICHIGAN  
December 2, 2015

**PRESENT:**

MARYANNE BOURQUE  
ROBYNE BUSH  
PAUL PIRRONE  
JAKE LAKE  
KORLEEN BIALECKI

**EXCUSED:** TOM ZDYBEK

**ALSO PRESENT:**

MARTY KAMPRATH, LENNARD, GRAHAM & GOLDSMITH, LEGAL COUNSEL  
KAREN M. KINCAID, PLANNING AND ZONING  
JODIE L. RECTOR, PLANNING AND ZONING, ASSISTANT, RECORDING SECRETARY

Bourque, called the Bedford Township Planning Commission meeting to order at 7:02 p.m. The Pledge of Allegiance was said. Kincaid called the roll. Quorum present.

***APPROVAL OF THE AGENDA***

Pirrone inquired on the status of appointing a commission member to the Planning Commission, Kincaid advised Elected Officials accept applications and present a recommendation to the Township Board for approved appointment. Pirrone stated he is aware that applications have been submitted but that he has yet to see the item on the agenda. Kincaid said there are typically many new appointments at the end of the year when terms expire.

**Motion by Bialecki, supported by Bush to approve the agenda. Motion carried.**

***APPROVAL OF THE MINUTES OF OCTOBER 28, 2015.***

**Motion by Bush, supported by Bialecki to approve the minutes of October 28, 2015. Motion carried.**

***PUBLIC COMMENT (LIMIT 3 MINUTES)-None***

***NEW BUSINESS***

***A. REQUEST FOR A SIGN WAIVER FOR FELLOWSHIP BIBLE CHURCH, ON PARCEL NUMBER 5802-365-018-00, 1125 TEMPERANCE ROAD, TEMPERANCE MI***

Rector reviewed the analysis stating the applicant is seeking to install a 5 foot tall, 23 square feet in area monument sign donated to Fellowship Bible Church, located at 1125 Temperance Road within the Temperance Village Overlay District. Per Section 400.1701 B-G the ordinance permits one monument sign of up to 40 square feet in area and 4 feet in height on each parcel or lot within the Overlay District, which shall apply to the use on that parcel or lot. The ordinance also states alternate freestanding signs may be approved by the Planning Commission where the

intent of the Overlay District is better served by such an alternative, rather than through the strict interpretation of the requirement. While the sign complies within the permitted 40 square feet in area, a waiver of one foot in height is required. If the request is considered the follow waiver is required:

- *One foot height waiver*

Rector added the following shall be considered for inclusion in any motion to approve:

- *A sign and electrical permit shall be obtained from Bedford Township*
- *The applicant shall continue to work with the Township to ensure placement of the sign meets the requirements of this waiver*
- *All freestanding signs shall be landscaped around the entire perimeter of the base, no less than two feet wide and said landscaping shall be kept in a maintained, growing, and healthy condition.*

**GARY HARRELL- GRAPHIC SIGNS-** Mr. Harrell stated the sign was donated to the Fellowship Bible Church and it is a solid structural sign, but the proposed sign's triangular cap peak requires the variance request of 1' over the permitted height of 4'. Mr. Harrell compared the strict height requirement of 4' within the TVOD and the permitted 7' monument height outside the Overlay District.

Planning Commission members discussed the placement of the sign and only a 1' height waiver and the sign does meet all the other requirements of the ordinance.

*Motion by Pirrone, supported by Bush, to approve the request for a one foot height sign wavier for Fellowship Bible Church, on parcel number 5802-365-018-00, 1125 Temperance Road, Temperance MI with the conditions a sign and electrical permit shall be obtained from Bedford Township, the applicant shall continue to work with the Township to ensure placement of the sign meets the requirements of this waiver, and all freestanding signs shall be landscaped around the entire perimeter of the base, no less than two feet wide and said landscaping shall be kept in a maintained, growing, and healthy condition.*

**Roll call as follows: Voting Aye: Pirrone, Bush, Bialecki, Lake and Bourque.**

**Voting Nay: None. Excused: Zdybek. Motion carried.**

***B. REQUEST FOR A SIGN WAIVER FOR GREENSWEEP, INC., ON PARCEL NUMBER 5802-029-030-00, 7965 SUMMERFIELD ROAD, LAMBERTVILLE, MI***

Kincaid reviewed the analysis stating the applicant is seeking to install a 7 foot tall, 35 square feet in area monument sign. The Ordinance permits a 4 foot tall, 40 square foot in area monument sign in the Lambertville Village Overlay District, therefore requiring a waiver of 3 feet in height. Kincaid added that the parcel is located on the corner of Secor Road and Summerfield Road and per Section 400.1910 Corner Clearance/Clear Vision Zone stated no fence, wall, shrubbery, sign or other obstruction to vision shall be permitted above a height of two feet from the established grade of the abutting streets or roads, within the triangular area of a corner lot or parcel, where two of the lines of the triangle begin at a point of intersection of the

abutting street or road right-of-way lines adjacent to the lot or parcel, and the third line of the triangle connects the far ends of the first two lines 35 feet from the beginning point of the first two lines. The applicant has shown the placement of the sign which complies with the ordinance, and also adding the proposed sign location is outside the corner clearance area. If the request is considered the follow waiver is required:

- ***Three foot height waiver***

Kincaid added the following shall be considered for inclusion in any motion to approve:

- ***A sign and electrical permit shall be obtained from Bedford Township***
- ***The applicant shall continue to work with the Township to ensure placement of the sign meets the requirements of this waiver***
- ***All freestanding signs shall be landscaped around the entire perimeter of the base, no less than two feet wide and said landscaping shall be kept in a maintained, growing, and healthy condition.***

Kincaid mentioned for the Planning Commission Members that the proposed sign, as all signs are reviewed on a case by case basis, but for a point of reference the sign across the street at Lambertville Express is the same size as proposed for this site.

**GARY HARRELL-GRAPHIC SIGNS-** Mr. Harrell reiterated the Overlay District requirements of 4' permitted height and with this particular location a 4' sign wouldn't be noticeable from either direction as it is located on a corner lot. Mr. Harrell advised that the proposed sign is out of the corner clearance required by ordinance.

Discussion took place regarding the sign ordinance within the Village Overlay Districts and the need for sign waivers. Mr. Harrell said he would like to be able to participate in any discussion regarding an amendment to the sign ordinance.

Bourque questioned if the Overlay District presents a challenge with the sign ordinance, Kincaid added the intent of Planning Department is to further review the sign ordinance, as Mr. Harrell stated those business within Temperance Overlay District are located on much smaller lots which wouldn't permit a larger size sign, and as it is part of the ordinance each must be looked at on a case by case basis.

***Motion by Bush, supported by Lake, to approve the request for a 3 foot height sign waiver for Greensweep, Inc., on parcel number 5802-029-030-00, 7965 Summerfield Road, Lambertville, MI with the conditions a sign and electrical permit shall be obtained from Bedford Township, the applicant shall continue to work with the Township to ensure placement of the sign meets the requirements of this waiver, and all freestanding signs shall be landscaped around the entire perimeter of the base, no less than two feet wide and said landscaping shall be kept in a maintained, growing, and healthy condition.***

**Roll call as follows: Voting Aye: Bush, Lake, Pirrone, Bialecki and Bourque. Voting Nay: None. Excused: Zdybek. Motion carried.**

***C. REQUEST FOR FINAL SITE PLAN APPROVAL FOR VILLAS AT SUMMERLYN LAKES PHASE II ON PARCEL NUMBER 5802-031-090-12, LOCATED ON SMITH ROAD WEST OF SECOR ROAD, LAMBERTVILLE, MI.***

Kincaid reviewed the analysis giving some history that the subject site is within the Summerlyn PUD, which is located on the northwest corner of Secor and Smith Roads. The PUD site plan was originally approved on 5/15/07, with a PUD amendment to separate the then planned 4-unit buildings on 9/12/12. On 8/14/14, Phase I of the Villas at Summerlyn Lakes was approved, which included 20 units, Phase II consists of 13 units. Kincaid added it should be noted the Master Deed for Phase II must be submitted by the applicant and reviewed and approved by Lennard, Graham and Goldsmith, and the Streetlight Assessment District will need set up as well, which Kincaid believes the applicant has been begun the submittal process. Kincaid went on to add the color scheme is earth tone and four home designs ranging between 1370-1585 square feet have been submitted and will remain in character with those homes developed in Phase I. With regards to the non-vehicular circulation the developers do not plan to install a walking path within the project. Kincaid reiterated on the street lighting plan stating street lights are required and a Special Assessment District must be set up for the usage, if not already done so, the Special Assessment District for street lighting within Phase II must be completed before the pre-construction meeting or any building permits are issued. Municipal water and sewer is available to the site and the storm water system and roads are private. Approvals have been received from MCDC 11/23/15-with conditions, Mannik and Smith Group 11/24/15-with comments, Bedford Township Fire Department on 11/20/15- with conditions and MCRC 7/24/14 has no further comment as roads are private and a continuation of the existing road within Phase I. Finally, Final Site Plan Approval for Phase II of the Villas at Summerlyn Lakes should be conditioned on addressing all issues and concerns as stated in the MCDC, the Mannik & Smith Group, and the Bedford Township Fire Department submitted review letters. The special assessment district for street lighting within Phase II shall be set up through the Clerk's Department and the Master deed for Phase II shall be submitted to the Township attorney's for review and approval.

**Brian Retar-FWB** – This is the next phase of the project that is currently being developed and where Phase I was approved less than a year ago. Mr. Retar stated the developers have sold most of the lots within Phase I and need to get this approved to move forward with development of the next 13 lots. Bialecki stated concern with all the outside agency letters having contingencies and requesting further correction, commenting on granting Final Site Plan Approval with all the comments and not knowing if corrections have been or will be resolved. Kincaid said prior to the developers beginning construction, a pre-construction meeting takes place with all the outside agencies in attendance, and those items will be addressed prior to that time to ensure all agencies are reviewing the same completed plan. Kincaid also added the Special Assessment District will need set up with the township and will need taken care of before the Pre-construction Meeting. Bialecki would appreciate these items finalized before presenting a Final Site Plan to the Planning Commission so the commission is looking at a completed Final Site Plan Submittal for approval. Mr. Retar stated the comments will be corrected before the pre-construction meeting. Kincaid also added in just speaking with Mr. Kamprath as far as the Master Deed, it will be required to be reviewed, approved and recorded prior to issuances of any Certificate of

Occupancy. Bourque noted Mr. Boland is doing an excellent job on the development and selling as quickly as he can build them.

*Motion by Bialecki, supported by Pirrone, to approve the Final Site Plan for Villas at Summerlyn Lakes Phase II on parcel number 5802-031-090-12, located on Smith Road west of Secor Road, Lambertville, MI with the conditions all the comments from the Mannik and Smith Group, MCDC, MCRC and the Bedford Township Fire Department review letters be satisfactorily met and resolved before the pre-construction meeting.*

**Roll call as follows: Voting Aye: Bialecki, Pirrone, Bush, Lake and Bourque. Voting Nay: None. Excused: Zdybek. Motion carried.**

### **OLD BUSINESS**

**A) REQUEST FOR A CONCEPT/PRELIMINARY APPROVAL FOR AN AMMENDED PLANNED UNIT DEVELOPMENT FOR SUMMERLYN PLANNED UNIT DEVELOPMENT ON PARCEL NUMBERS 5802-031-090-12 AND 5802-031-090-05, LOCATED AT THE EAST END OF THE EXISTING PUD, LOCATED ON THE NORTHWEST CORNER OF SECOR ROAD AND SMITH ROAD.**

Kincaid reviewed the analysis, stating the request is from Southfork Real Estate, LLC to amend the entire Summerlyn PUD to include Phase IV of Village at Summerlyn Lakes which will include residential and commercial lots and consist of an additional 17 acres for development. The 17-acre parcel has 557.67 +/- feet of frontage on Smith Road and 1102.33 +/- feet of frontage on Secor Road. The subject parcel is currently vacant and is located to the immediate east of the existing PUD. Kincaid went on to state the review letter from the Mannik & Smith Group dated 10/7/2015 included several comments that must be addressed prior to any consideration for final approval, and at that time the MSG review letter was prepared the Township had not received comments from the MCDC, the MCRC nor the Fire Department. Kincaid stated a letter dated 11/10/15 from the MCRC granted conceptual approval of the submitted plan as MCRC is waiting for a traffic assessment providing details on the anticipated movements for the intersection. The MCRC has provided direction to the applicant (stated within the 11/10/15 letter) on the study information required for further review and approval. The review letter from MCDC received on 11/18/15 approved the concept plan and conceptual approval was also received from the Bedford Township Fire Department on 11/20/15 with stipulations that were agreed upon by the applicant in a letter received from Southfork Real Estate, LLC on 11/19/15. Kincaid gave a reminder that the public hearing for this request was held on 10/14/15, but action was not taken on the plan at that time due to the lack of required reviews and approvals, further stating at this time no further comments of objection to the request have been received. Kincaid said 107 notices were mailed on 9/28/15. Kincaid advised it should be noted, Bedford Township will require the proposed public sidewalks along the outer perimeter of the project along Smith Road be extended east to Secor Road and continue north along Secor Road to the most northerly property line of the project. Also, the landscape, fencing and planting shall also be continued to the west property line of the proposed commercial properties within Phase IV, and a landscape buffer shall be required between the residential portions of Phases III and IV and the proposed commercial sites. Kincaid lastly added the

Narrative shall be updated to reflect the current proposal and development plan and the PUD Agreement and Master Deed must be amended and reviewed and approved by the Township attorneys prior to recoding. Kincaid advised the conceptual approval shall be contingent up on addressing all items listed in the reviewing agencies' letters.

**Brian Retar-FWB-** In looking at the plan it is to further increase the development and to satisfy the requirements of the Fire Department where 30 or more homes requires a second entrance. Another reason is to protect the current residents of the development as the subject property is currently is zoned PBO and is being marketed as commercial property. This request will protect the current residents while extending more residential. Mr. Retar said the developer is looking into adding appropriate neighborhood shops or similar type shops of commercial to the corner of Smith and Secor Road. Mr. Retar added in reference to the ordinance requirement of the sidewalks, he is asking that the developer have the option to investigate different types of sidewalks to be installed such as 6' wide asphalt walk or similar type to provide a safe pedestrian walking path. Bourque inquired about the rezoning of the commercial properties proposed, Kincaid stated the whole parcel will require rezoning, explaining the rezoning requirements prior to rezoning to PUD. Kincaid clarified PUD's do allow for mixed uses and the developer feels they can provide enough buffering for their current residents to not create and adverse effect, as the owners of the PUD can restrict or limit the use within those commercial zonings. Mr. Kamprath added that if the Planning Commission wants to suggest some changes or modifications to the concept, now would be the time to state those concerns as the commission has the right to approve as presented, approve with modification or deny it as a recommendation to the Township Board. Reference by Lake was made regarding the Quail Hollow PUD and the development having mixed uses of commercial, PBO and residential and a recent request to rezone a parcel within that PUD. Kincaid clarified that particular PUD was under a different PUD Ordinance and a rezoning of any parcel within that PUD would have to be handled differently than the subject PUD.

Bush questioned how the traffic will be impacted with the added commercial and residential uses on an already existing high traffic area. Kincaid reiterated that is why MCRC granted conceptual approval until the traffic study can be prepared and presented to them for review and approval. Mr. Retar stated they are currently working on the traffic study. Mr. Retar referred to the plan stating the developer has proposed an extension of the left turn lane on Smith onto Secor Road to accommodate the additional traffic, and if the traffic study reveals changes are required, those adjustments will be made. Bush referenced back to the sidewalks and advised that they would per ordinance be required to be concrete sidewalks to meet the ordinance requirement. Lake added unique challenges with the property and if any thought to relocate the commercial proposed properties to have access off Secor Road. Mr. Retar stated the developer was avoiding any access points along Secor Road particularly not wanting any access to the subdivision from Secor Road as it could possibly be used as a cut through and the roads are private within the subdivision and could then result in maintenance and safety problems.

**Scott Boland-Southfork Real Estate-** Mr. Boland advised they have consulted with real estate agents on the location of the commercial proposed property. Mr. Boland said the Bedford Township Master Plan shows the subject property is to be zoned neighborhood business, and if someone else purchased the property it would be unknown what would be developed, and they

would not be able to protect their already existing residents. Mr. Boland stated he has advised the current residents of his plans for new development and has their support, as if he purchases the property he has more control of what the permitted use would be at the commercial locations, stating maybe a pharmacy, bank on the corner location and second location either a diner or gym.

*Motion by Lake, supported by Pirrone, to recommend the approval for the request for a concept/ preliminary consideration for an amended planned unit development for Summerlyn Planned Unit Development on parcel numbers 5802-031-090-12 and 5802-031-090-05, located at the east of the existing PUD, located on the Northwest corner of Secor Road and Smith Road contingent on addressing all conditions and items included in the received and approved review letters from Bedford Township Fire Department, The Mannik & Smith Group, MCRC and MCDC. The recommendation is also conditioned on the inclusion of the sidewalks being extended East on Smith Road to Secor Road and continue on Secor Road to the most north property line of the project. The narrative shall be amended, the PUD Agreement and the Master Deed shall be amended and submitted to be reviewed and approved by Bedford Township's Attorney.*

**Roll call as follows: Voting Aye: Lake, Pirrone, Bush, Bialecki, and Bourque. Voting Nay: None. Excused: Zdybek. Motion carried.**

***PUBLIC COMMENT –None***

***INFORMATION – Kincaid- informed the meetings scheduled for December 9<sup>th</sup> will be cancelled and as of today there are no items for the December 23<sup>rd</sup> meeting.***

***COMMISSION / STAFF COMMENT –***

***Bush referred to addressing the sign ordinance, Kincaid stated the sign ordinance has been an ongoing challenge, saying the two waivers on the agenda tonight were located within the Village Overlay Districts and is regulated by language within the Village Overlay District Ordinance. Kincaid said the number of waivers required outside of the Overlay Districts has reduced. Mr. Harrell said he would like to be involved in any consideration of an amendment to the Sign Ordinance.***

***ADJOURNMENT –***

**The meeting was duly adjourned at 8:03 p.m.**

Respectfully submitted,  
Jodie L. Rector-Recording Secretary