

# DEXTER TOWNSHIP

6880 DEXTER-PINCKNEY ROAD  
DEXTER, MI 48130

TELEPHONE: 734-426-3767  
FAX: 734-426-3833

WWW.DEXTERTOWNSHIP.ORG

HARLEY RIDER  
SUPERVISOR

DEBRA CEO  
CLERK

LIBBY BRUSHABER  
TREASURER

BILL GAJEWSKI  
MIKE HOWARD  
CARL LESSER  
JASON MACIEJEWSKI  
TRUSTEES

## Planning & Zoning Status Report - June 10, 2015

### PERMITS, ZBA APPLICATIONS, & VIOLATIONS

	May 2015	April 2015	May 2014	May 2013	May 2012	May 2011	May 2010	May 2009
Zoning Permits Issued	14	12	17	18	19	11	14	9
ZBA Applications Received	2	1	0	0	4	3	0	1
Blight Warnings/ Violations <sup>1</sup>	2	3	0	0	0	0	0	2
Zoning Warnings/ Violations <sup>1</sup>	2	4	0	0	2	1	0	3
Zoning and Blight Violations Resolved	6	0	0	0	0	1	1	0

1) The number of blight and zoning warnings/violations listed in the table does not include the number of courtesy letters or letters of inquiry sent by the Ordinance Officer.

A recent review of records indicated that there were a significant number of zoning permits issued between January 1, 2010, and December 31, 2014, that had not received a final certificate of zoning compliance. Staff has begun reviewing and closing those zoning permits.

### PLANNING COMMISSION

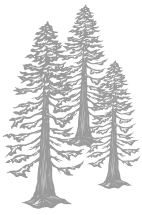
#### May:

The Planning Commission meeting scheduled for May 26<sup>th</sup> was cancelled due to a lack of business.

#### June:

The Planning Commission meeting will meet on June 23<sup>rd</sup> with the following agenda:

ZBA Case	Zoning	Project	Request
(05-PC-121) Hanover Glen Between 11150 and 11280 Island Lake (D-04-04-27-301//036)	RR	Open space community site condominium	One-year extension of the approved final site plan through August 31, 2016.
(15-PC-166/167) Warm Fuzzies 10660 Island Lake (D-04-34-100-024)	RR	Group day care home	Review of completeness for a special land use for a group day care home.



## ZONING BOARD OF APPEALS

### June:

The Zoning Board of Appeals met on June 2<sup>nd</sup> with the following agenda:

ZBA Case	Zoning	Project	Request	Result
(15-ZBA-804) Huddleston 9834 Winston (D-04-02-175-014)	LR	New, two-story house and attached deck	<i>Reduced front-yard (water) setback of thirty-eight (38) feet rather than the fifty (50) feet required. Reduced waterbody setback for an at-grade deck of twenty-eight (28) feet rather than the thirty-five (35) feet required.</i>	Approved

### July:

The Zoning Board of Appeals will meet on July 7<sup>th</sup>. It will hold a public hearing with the following agenda:

ZBA Case	Zoning	Project	Request
(15-ZBA-805) Conger 10660 Island Lake (D-04-18-462-001)	RR	Second-story addition to an existing house	<i>Reduced front-yard (road) setback of thirty point three (30.3) feet rather than the eighty (80) feet required.</i>
(15-ZBA-806) Truskowski 7095 Glencoe (D-04-18-462-001)	LR	Porch addition and roof reconfiguration	<i>Reduced front-yard (road) setback of twenty point two (20.2) feet rather than the twenty-five (25) feet required; Reduced rear-yard setback of six point eight (6.8) feet rather than the thirty (30) feet required; Reduced rear-yard setback of five (5) feet rather than the thirty (30) feet required.</i>

## ZONING ORDINANCE REVISION

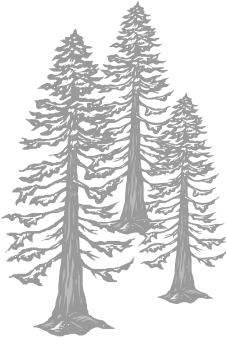
The Zoning Ordinance Review Committee met on May 12<sup>th</sup> and June 9<sup>th</sup>. It reviewed the Amendment Article, Site Plan Article, Administration Article, and Parking Article. The Committee decided to not hold any additional meetings until September.

All Zoning Ordinance Review Committee meetings are being noticed at the Township Hall and on the Township's website. Materials are available to the public on the website at:

<http://www.dextertownship.org/BoardCommission/ZoningOrdinanceReview.aspx>.

Minutes from the May 12<sup>th</sup> meeting are included.

*Respectfully Submitted,*  
 Zach Michels  
 Dexter Township Director of Planning and Zoning



# DEXTER TOWNSHIP

## PLANNING COMMISSION

6880 DEXTER-PINCKNEY ROAD  
DEXTER, MI 48130

TELEPHONE: 734-426-3767  
FAX: 734-426-3833

WWW.DEXTERTOWNSHIP.ORG

TOM LEWIS  
CHAIR  
TOM EHMAN  
VICE-CHAIR  
JEFF DEHRING  
SECRETARY  
BILL GAJEWSKI  
TOWNSHIP BOARD REP.  
STEVEN BURCH  
BOB NESTER  
MARTY RUHLIG  
COMMISSIONERS

KIMBERLY JORDAN,  
RECORDING SECRETARY

---

### MEETING OF THE ZONING ORDINANCE REVIEW COMMITTEE (PIZZA CLUB) May 12, 2015

Present: James Drolett (*Zoning Board of Appeals*), Tom Ehman (*Planning Commission*), Mike Howard (*Board of Trustees*), Tom Lewis (*Planning Commission*), and Brook Smith (*Zoning Board of Appeals*).

Also present: DPZ Zach Michels (*Director of Planning and Zoning*), Mike Auerbach (*Planning and Zoning Intern*), and Harley Rider.

Absent: None.

The meeting was called to order at 6:02 pm.

**I. Approval of Agenda** - The agenda was adopted without objection.

**II. Public Comment** - *Public comment was received throughout the meeting with the consent of the Committee.*

**III. Action Items** -

**1) Administration Article Outline/Discussion**

*All of the references below are taken from draft 05.05.2015.*

In §x.10 Staff Duties, the following changes were made:

The items listed under §x.10(A) will be rearranged to better match the natural work flow. Assignment of addresses will also be added.

Items (B), (C), and (D) will be deleted. Instead of enumerating these responsibilities, all of the administrative duties will be assigned to the Director of Planning and Zoning who may assign them to staff accordingly.

In §x.15 Permits, the following changes were made:

Zoning permits will be good for one year. They may be extended by the Director of Planning and Zoning if certain criteria are satisfied.

In §x.20 Action on Applications, the following changes were made:

(A) and (B) will be deleted from this section and instead be placed in the applicable application sections for the Planning Commission and Zoning Board of Appeals. This will make the Zoning Ordinance longer, but it will make it easier for individuals to use.

(C) will be relocated to the permit issuance section.

In §x.30 Right of Entry, the following changes were made:

This language will be included in each section for various applications. This will make the Zoning Ordinance longer, but it will make it easier for individuals to use.

In §x.35 Administrative Standard, the following changes were made:

This section will be deleted.

In §x.40 Performance Guarantee and §x.45 Development Agreement, the following changes were made:

This information will be deleted from this section and will instead be located within the individual sections where an applicant will be required to have a performance guarantee or development agreement. There may be a reference to performance guarantees and development agreements in this section.

In §x.50 Notices, the following changes were made:

Notice will be required for the rezoning of more than 10 properties, even though it is not required by the State.

In §x.55 Violations, Fines, and Penalties, the following changes were made:

The fees for violations will be increased to better reflect the Townships costs in executing enforcement actions.

*Sections not mentioned above were discussed but were not amended.*

Information concerning private covenants will not be added to the draft but may be added to the zoning permits.

Staff was directed to research the possibility of withholding zoning permits and other approvals if the applicant/property owner owes money to the Township.

## 2) Parking Article Outline/Discussion

*All of the references below are taken from draft 05.06.2015.*

In §x.05 Intent and Purpose, (A) and (B) will be combined.

In §x.10 Off-Street Parking General Provisions, there was discussion about front-yard parking and limiting the width of driveways for residential properties.

In §x.20 Schedule of Required Parking Spaces, the following changes were made:

(C) Maximum Parking will be deleted.

Provisions for overflow parking will be added.

§x.25 Barrier Free Parking will be deleted. Instead of being addressed in the Zoning Ordinance and through site plan review, it will be reviewed by the building authority.

In §x.30 Shared Parking, there was support for provide a more context-sensitive shared parking standard, as related to the minimum parking spaces required when the parking demand for the various uses have different peak usage times.

In §x.35 Off-Street Parking Location and Design, the following changes were made:

There was support for including landscaping islands and increasing the size of parking spaces from 9x18 to 10x20.

In §x.40 Off-Street Parking Construction and Maintenance, the following changes were made:

There was support for better outlining the process and criteria for alternative surfaces, especially for overflow parking.

§x.45 Loading Space General Provisions, §x.50 Loading Space Schedule, and §x.55 Loading Space Location and Design will be combined into one section.

In §x.55 Loading Space Location and Design, the following changes were made:

It will be amended to allow for loading spaces to be located in parking spaces as long as there are time limitations posted in those parking spaces.

*Sections not mentioned above were discussed but not amended.*

Standards for queuing spaces will be added.

### **3) Amendment Article**

*All of the references below are taken from draft 05.04.2015[NC].*

Discussion began concerning whether or not to allow for conditional zoning map amendments. The Committee decided to go forward with the draft that did not allow the opportunity for conditional zoning map amendments.

In §x.15 Zoning Map Amendment, the following changes were made:

(D)(1) Master Plan will be amended to the following: “The zoning map amendment shall be generally consistent with the goals, policies, and future land use map of the Master Plan.”

Ehman distributed a version of this Article that combines the sections for zoning map amendments and text amendments into one section. DPZ Michels recommend if those

two sections are going to be combined that they should also be combined with the general amendment section.

The Committee was not ready to make a decision concerning the structure of the Article at this meeting. Members will review the alternate versions and make a decision at the next meeting.

*Sections not referenced above were discussed but not amended.*

#### 4) Site Plan Article

*All of the references below are taken from draft 05.04.2015.*

In §x.05 Intent and Purpose, the following changes were made:

(C) will be amended as follows: “Encourage the compatibility of site layout in relationship to uses and structures, both within a site and in relation to adjacent uses.”

In §x.20 General Site Plan Provisions, the following changes were made:

Drolet noted his objections to requiring variances before preliminary site plan approval and allowing special land use approval before site plan approval. There was not enough support to make a change to the draft text.

In §x.30 Site Plan Information, the following changes were made:

(D) Waiver of Information will be amended to require the unanimous approval of all three individuals in order to grant a waiver.

§x.15 Site Plan Required and §x.45(A) Administrative Site Plans were not discussed, but it was acknowledged that they will require further attention and may be relocated to other spots within the Zoning Ordinance.

*Sections not referenced above were discussed but not amended.*

**IV. Public Comment** - *Public comment was received throughout the meeting with the consent of the Committee.*

**V. Approval of the Meeting Minutes** - Draft minutes of the April 12, 2015, meeting were adopted, with the addition of Harley Rider as present, without objection.

**VI. Future Agenda Items -**

- 1) Amendment Article;
- 2) Administration Article;
- 3) Parking Article
- 4) DPZ Choice.

**Adjournment** - Meeting was adjourned at 9:35 pm.

Respectfully submitted,

---

Zach Michels  
Director of Planning & Zoning & Zoning  
Ordinance Review Committee Recording  
Secretary