

**OSHTEMO CHARTER TOWNSHIP  
PLANNING COMMISSION**

**MINUTES OF A MEETING HELD MARCH 9, 2017**

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**Agenda**

**PUBLIC HEARING: SPECIAL EXCEPTION USE (HOLIDAY INN AND HOLIDAY INN EXPRESS)**

**CONSIDERATION OF THE APPLICATION OF KALAMAZOO HOTELS LLC AND OSHTEMO HOTELS LLC FOR A SPECIAL EXCEPTION USE AND SITE PLAN REVIEW OF TWO NEW HOTELS LOCATED NORTH OF WEST MAIN STREET, EAST OF US-131 AND WEST OF MAPLE HILL DRIVE WITHIN THE WESTGATE PLANNED UNIT DEVELOPMENT, PURSUANT TO SECTIONS 60.200 SPECIAL EXCEPTION USE AND 60.450 COMMERCIAL PLANNED UNIT DEVELOPMENT PROVISIONS OF THE TOWNSHIP ZONING ORDINANCE. THE SUBJECT PROPERTY IS LOCATED WITHIN THE C: LOCAL BUSINESS DISTRICT. (PARCEL NO. 3905-13-130-021.)**

**ANY OTHER BUSINESS**

**a. PLANNING COMMISSIONER TRAINING**

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A meeting of the Oshtemo Charter Township Planning Commission was held on Thursday, March 9, 2017, commencing at approximately 7:00 p.m. at the Oshtemo Charter Township Hall.

MEMBERS PRESENT: Wiley Boulding Sr., Chairperson  
Fred Antosz, Vice Chairperson  
Cheri Bell  
Ollie Chambers  
Dusty Farmer, Secretary  
Mary Smith  
Bruce VanderWeele

MEMBERS ABSENT: None

Also present were Julie Johnston, Planning Director, James Porter, Township Attorney, Martha Coash, Meeting Transcriptionist, and approximately 11 interested persons.

**Call to Order and Pledge of Allegiance**

The meeting was called to order by Chairperson Boulding, Sr. at approximately 7:00 p.m., and the "Pledge of Allegiance" was recited.

## **Agenda**

Chairperson Boulding, Sr. asked if there were any additions, deletions or corrections to the Agenda. Hearing none, he asked for a motion to approve the agenda.

Mr. VanderWeele made a motion to approve the agenda as presented. Mr. Antosz supported the motion. The motion passed unanimously.

## **Public Comment on Non-Agenda Items**

The Chairperson called for public comment on non-agenda items. Hearing none, he proceeded to the next agenda item.

## **Approval of the Minutes of February 9, 2017**

Chairperson Boulding, Sr. asked if there were any additions, deletions or corrections to the Minutes of February 9, 2017. Hearing none, he asked for motion to approve the minutes.

Mr. Antosz made a motion to approve the minutes of February 9, 2017 as presented. Mr. VanderWeele supported the motion. The motion was approved unanimously.

## **PUBLIC HEARING: SPECIAL EXCEPTION USE (HOLIDAY INN AND HOLIDAY INN EXPRESS)**

**CONSIDERATION OF THE APPLICATION OF KALAMAZOO HOTELS LLC AND OSHTEMO HOTELS LLC FOR A SPECIAL EXCEPTION USE AND SITE PLAN REVIEW OF TWO NEW HOTELS LOCATED NORTH OF WEST MAIN STREET, EAST OF US-131 AND WEST OF MAPLE HILL DRIVE WITHIN THE WESTGATE PLANNED UNIT DEVELOPMENT, PURSUANT TO SECTIONS 60.200 SPECIAL EXCEPTION USE AND 60.450 COMMERCIAL PLANNED UNIT DEVELOPMENT PROVISIONS OF THE TOWNSHIP ZONING ORDINANCE. THE SUBJECT PROPERTY IS LOCATED WITHIN THE C: LOCAL BUSINESS DISTRICT. (PARCEL NO. 3905-13-130-021.)**

Chairperson Boulding, Sr. introduced the next item and asked Ms. Johnston to review the request for special exception and site plan review for Holiday Inn and Holiday Inn Express Westgate PUD.

Ms. Johnston said the applicant was requesting the approval of a Holiday Inn and Holiday Inn Express within the Westgate Planned Unit Development (PUD). The site is approximately 5.8 acres within the larger 86.5-acre PUD. The property is zoned C: *Local Business District*, which allows hotels as a use permitted by right. The recent approval of the PUD zoning on the subject site requires each individual development within the PUD to receive Special Exception Use approval. This is required to ensure

the requested site plan conforms to the Concept Plan for the Westgate PUD that was approved by the Planning Commission. She said the Holiday Inn will be five stories in height and will include 130 rooms and a restaurant. The Holiday Inn Express will be four stories and will include 107 rooms.

She said in general, the proposed site plan meets the requirements of the Zoning Ordinance for site plan approval. One departure from the Zoning Ordinance is requested with this plan. Currently, the Holiday Inn Express building sits 27 feet from the northern parcel line. Per Section 64.300, the minimum setback distance between any building and any interior side property line shall be 20 feet or the height of the abutting side of the building at its highest point as measured from the grade of the property line, whichever is greater. The Holiday Inn Express is 45 feet tall, which requires a 45-foot setback from the northern parcel line. Therefore, an additional 18 feet setback is needed to meet ordinance requirements.

The applicant requested the Planning Commission consider a departure from this requirement per *Section 60.405* of the PUD ordinance. To encourage flexibility within a PUD, the Planning Commission is allowed to grant departures from the dimensional requirements of the Zoning Ordinance. As this is an internal rear yard setback within the PUD, which does not affect any properties adjacent to the larger PUD, she said staff was in support of this request. In addition, the Concept Plan identifies an additional parking lot between this structure and the planned third hotel to the north. Therefore, the reduction in building setback would not immediately impact an adjacent structure.

Ms. Johnston said the proposed layout of the Holiday Inn and Holiday Inn Express mirrors the layout shown in the Concept Plan approved by the Planning Commission on December 8, 2016, with the addition of some new pedestrian connections within the site. In addition, the PUD was afforded two departures from the Ordinance, as follows:

1. Relief from 0.1-foot candle light limit between sites and at the western property boundary. Photometric plans to be reviewed and approved as part of the site plan review process.
2. Relief from necessary landscape buffer widths between uses as shown on the Concept Plan.

The departures were utilized in the site plan and meet the approved Concept Plan.

Ms. Johnston explained the site will be accessed from an east/west private drive planned to Maple Hill Road, where it will connect with a frontage road along the western boundary of the site. Both drives have met the Ordinance requirements for private drives. At this time, a temporary cul-de-sac will be constructed at the northern end of the subject site until further development occurs to the north.

The parking proposed will include a total of 330 spaces shared between the Holiday Inn and Holiday Inn Express. Based on *Section 68.400: Minimum Required*

*Parking Spaces*, a total of 366 spaces are required. However, because many of these spaces are shared between the two hotels, a 10 percent reduction is allowed per *Section 67.600.3.: Shared Access Reduction Schedule*. This reduces the required number of spaces down to 330. In addition, *Section 68.300: Requirements for Parking Spaces* allows 25 percent of the spaces to be reduced in size, which would be 82 spaces. The site plan indicates that 58 spaces will be sized at 9-feet by 20-feet.

She continued, saying as this is the first development within the Westgate PUD, the future parking lot along the northern side of the Holiday Inn Express is not planned for construction at this time. This posed a problem for on-site circulation of emergency vehicles. In order to access the Holiday Inn Express from all sides, a gravel drive will be constructed adjacent to the northern building façade.

On-site pedestrian circulation was shown in the approved Concept Plan. In addition, new connections within the site and to the proposed paths along the east, west and south boundaries of the site will be constructed.

Ms. Johnston said the Landscape Plan meets the requirements of the Zoning Ordinance, as well as the departures permitted as part of the original Concept Plan approval. There will be a buffer zone around the entire parcel. The development will include A 35 foot open area between the hotel site and the adjacent property and as many of the current trees as possible will be kept.

As requested as part of the Concept Plan approval, the project engineer has been working with the Township Engineer to review a utility and storm water management plan for the entire PUD. They are generally in agreement with how the larger PUD needs to proceed.

Ms. Johnston noted, for this site in particular, the Township Engineer has determined the plan generally acceptable. A temporary storm water detention basin is planned to the north of the site. When new development occurs within the PUD, the temporary basin will be moved. In addition, utility connections for the new hotels are planned down the east/west private drive from Maple Hill Road.

Some final details of the storm water calculations and utility connections are still under review. Any necessary changes identified by the Township Engineer should be able to be approved administratively.

She noted hydrant locations have been reviewed and approved by the Fire Marshal. There is a request by the Fire Department that the composition of the gravel drive to the north of the Holiday Inn Express be sufficient to handle fire equipment loads. The Fire Marshal and Township Engineer are currently evaluating the proposed material type and application thickness.

Ms. Johnston said the project meets all additional review criteria for special exception use and that Staff recommended the Planning Commission grant Special

Exception Use and site plan approval for the proposed Holiday Inn and Holiday Inn Express, with the following suggested conditions:

1. Any final storm water management, utilities, or other engineering details shall be subject to the administrative review and approval of the Township's Engineer.
2. The composition of the gravel drive located to the north of the project area shall be confirmed by the Fire Marshal as sufficient to support any necessary fire apparatus.
3. A setback departure be granted from *Section 64.300: Business and Industrial Districts* to allow the Holiday Inn Express to be located 27-feet from the northern parcel line when 45-feet is required.
4. A reciprocal easement agreement or other such device will be recorded to ensure access to and maintenance of all shared facilities planned within the PUD. A copy of this agreement will need to be provided to the Township for review and approval prior to certificates of occupancy.

Chairperson Boulding, Sr. asked if there were Board questions for Ms. Johnston.

In answer to a question from Ms. Farmer, Ms. Johnston indicated reciprocal easement agreements for private drives and open drives will be required and will be the responsibility of and signed by participating property owners.

Attorney Porter noted there has been good cooperation from American Village Builders (AVB) with the Corner@Drake project and they have assured the Township that if there are problems with maintenance, the Township can step in and assess the owners for maintenance.

Responding to a request for clarification, Ms. Johnston reviewed the open space and buffer zone requirements provided in the application.

Hearing no further questions, Chairperson Boulding, Sr. asked if there were representatives of the applicant who wished to speak to the Board.

Mr. Toufik Bentahar, Architect, and Mr. Philip Sarkissian, Business Liaison for Holiday Inn, 2369 Franklin Road, Bloomfield Hills, MI 48302, told the Board they construct, own and operate hotels, approximately 20 in Michigan. The hotels proposed for this project are new prototypes with a contemporary look and a spacious feel inside. They want to be sure the hotels integrate with the environment. They noted they have been pleased with their interactions with the Township and especially the Planning Director, who has been very helpful and have developed a great relationship with AVB.

Chairperson Boulding, Sr. opened the meeting to public comments.

Ms. Heather Brand, Assistant Manager, and Mr. Jack Millar, Property Manager of Summer Ridge Apartments, said they were there to represent resident concerns about how this development would affect their lifestyle, including taller buildings, parking areas with additional lighting and only a 35 foot buffer. They were quite concerned about losing the wooded area, noting Summer Ridge is one of the only apartment complexes left in the Township with wooded property. They were also concerned about whether there is a plan for fencing to reduce foot traffic and control noise.

Attorney Porter explained the focus of the Planning Commission's meeting was to consider whether the proposed site plan meets the Ordinance and suggested they talk with the Township's Planning Department and the developers about their concerns.

Ms. Brand said no one reached out to them.

Ms. Johnston noted the property in question for PUD development has been zoned commercial for at least 5-6 years. She commented that PUD development will be a benefit to residents, providing pedestrian connections to walk to retail areas. She added that development of the entire PUD will take years.

Mr. Millar said they had not received notice, nor had Evergreen North, Rose Arbor, or the Fountains.

Mr. John VanderPloeg, 1700 Bronson Way, The Fountains, said he was in attendance to represent 250 residents of The Fountains, who have concerns but want to be a good neighbor. They are most concerned about when development goes further north across from The Springs nursing home. They want to be on record as requesting an appropriate barrier between future development and property they have right across the street. He noted neither Northstar Investments nor The Fountains were contacted about the hearing and wanted to be sure they are included in future notices regarding possible development.

Attorney Porter said their practice is to notify neighbors within 300 feet of proposed property development, but that it is not required for PUD concept plans. He will recommend the Ordinance be changed to require notice for PUD development with the same 300 foot requirement. Further development will be noticed.

Mr. Joe Gesmundo, AVB, 4200 West Centre Street, Portage MI, spoke about the AVB Trade Center project in Portage and the Corner@Drake project and said the same high standards for landscaping, construction and appropriate businesses will be maintained for the Westgate project. He noted there have been no complaints from neighbors close to the Trade Center, and did not anticipate problems at Westgate. He noted when developers of Summer Ridge came to AVB needing more property for their complex, AVB provided the land needed and that there was a full understanding at the time that the commercial property would be developed some day. There was no development for a much longer time than was expected. He said the number one

amenity people list as being important in a development is a trail system, which will be a substantial part of the Westgate development.

There being no further public comment, Chairperson Boulding, Sr. moved to Board Deliberations. As there were no from Commissioners, he asked for a motion.

Mr. Antosz made a motion to approve both the special exception use and site plan for Holiday Inn and Holiday Inn Express as proposed, based on the rationale, and including the four conditions suggested by Staff. Mr. VanderWeele supported the motion. The motion was approved unanimously.

### **Old Business**

Chairperson Boulding, Sr. determined there was no old business to discuss and moved to the next item on the agenda.

### **Any Other Business**

Ms. Johnston explained the scheduled planned board training would be postponed until the meeting of March 23.

She also told the Board the next Master Planning workshop will be held March 30 at 6:00 pm to discuss development of the Maple Hill Sub Area Plan, a specific part of the Master Plan that was adopted in 2012, and currently zoned residential. The meeting is open to the public and invitations to attend have been sent to 400 property owners around the golf course. The property is owned by AVG and Hinman and can be developed after the Prairies Golf Course lease expires in a couple years. She encouraged Commissioners to attend.

### **PLANNING COMMISSIONER COMMENTS**

The Chairperson asked if Commissioners had comments to share.

Ms. Smith expressed her grave concerns about the volume of traffic on West Main Street, citing Michigan Auto Law which included the top ten intersections with the most traffic accidents. Five of the intersections listed are in Oshtemo Township, and include West Main Street. She recently sat through five traffic lights before she could turn at Drake Road and West Main Street. She urged discussion with MDOT to do something to alleviate traffic problems.

Chairperson Boulding, Sr. noted the Kalamazoo area is a little different from many other urban communities as it is a major college town with 20,000 on campus and includes many young drivers. He acknowledged traffic is an issue and that the state highway department and the Michigan Road Commission should be involved.

## **ADJOURNMENT**

Having exhausted the agenda, and with there being no further business to discuss, Chairperson Boulding, Sr. asked for a motion to adjourn.

Mr. VanderWeele made a motion to adjourn the meeting. Mr. Chambers supported the motion. The motion passed unanimously.

The Planning Commission meeting was adjourned at approximately 7:50 p.m.

Minutes prepared:  
March 11, 2017

Minutes approved:  
March 23, 2017