

PROPOSED AGENDA

**CHARTER TOWNSHIP OF BRIGHTON
PLANNING COMMISSION
4363 BUNO ROAD
BRIGHTON, MI 48114**

**JANUARY 9, 2017
REGULAR MEETING
7:00 P.M.
(810) 229.0562**

- A. CALL TO ORDER**
- B. PLEDGE OF ALLEGIANCE**
- C. ROLL CALL**
- D. CALL TO THE PUBLIC**
- E. AGENDA**
- F. MINUTES**

1. NOVEMBER 14, 2016 REGULAR MEETING

G. BUSINESS

- 1. ELECTION OF 2017 OFFICERS AND RECOMMENDATION TO TOWNSHIP BOARD ON ZBA LIAISON**
- 2. PUBLIC HEARING ON SPECIAL LAND USE PERMIT SU #16/03 FOR SHEPHERD OF THE LAKES CHURCH; LOCATION: 2101 S. HACKER; TAX ID#: 12-18-100-035; ZONING: RC (RESIDENTIAL COUNTRY)**
- 3. SITE PLAN REVIEW SP #16/08 FOR SHEPHERD OF THE LAKES CHURCH; LOCATION: 2101 S. HACKER; TAX ID#: 12-18-100-035; ZONING: RC (RESIDENTIAL COUNTRY)**
- 4. REVIEW OF 2016 PLANNING COMMISSION ANNUAL REPORT AND DISCUSSION ON POTENTIAL 2017 PROJECTS**

- H. REPORTS AND CORRESPONDENCE**
- I. CALL TO THE PUBLIC**
- J. ADJOURNMENT**

The Charter Township of Brighton will provide the necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting to individuals with disabilities at the meeting upon 10 days' notice to the Charter Township of Brighton, Attn: Township Manager. Individuals should contact the Charter Township of Brighton by writing or contacting the following: Kelly Mathews, 4363 Buno Road, Brighton, MI 48114. Telephone: 810-229-0562 or e-mail at.....planner@brightontwp.com.

PROPOSED MINUTES

**CHARTER TOWNSHIP OF BRIGHTON
PLANNING COMMISSION
4363 BUNO ROAD
BRIGHTON, MI 48114**

**NOVEMBER 14, 2016
REGULAR MEETING
7:00 P.M.
(810) 229.0562**

Chairman S. Holden called the meeting to order at 7:00 P.M. The Pledge of Allegiance was said.

Present: S. Holden, M. Slaton, J. Stinedurf, G. Unruh, D. Schiffko, L. Herzinger

Absent: G. Mitsopoulos

CALL TO THE PUBLIC

Barb Potocki, 8420 Woodland Shore Drive – Expressed concerns over run-off; referenced percentages of run-off and impact on wetlands in subdivisions v. wooded natural areas; if Encore site is clear-cut they will pay fees in de-weeding the lake in the future.

Kim Logie-Bates, 5508 Woodruff Shore Drive - Upset about Planning Commission going forward with Encore project without the market study and a vague review of the wetlands setback.

Mike Palmer, 10382 Grand River - Irresponsible to pass the project along without the market study and other items discussed at the last meeting; distributed sidewalk picture of overgrown grass on sidewalk; sidewalk ordinance; Pathways Plan needs to be updated with MSP location change; \$38 million liability regarding the sewer lawsuit so think about that when proposing new projects.

Dawn Bates, 5508 Woodruff Shore Drive - Disappointed that the Encore project moved forward from last meeting without getting the market study and the wetland setbacks figured; enforce the Zoning Ordinance.

AGENDA

G. Unruh moved and L. Herzinger seconded **to approve the agenda as presented.**

Motion carried.

MINUTES

L. Herzinger moved and D. Schiffko seconded **to approve the minutes of the October 24, 2016 special meeting as presented.**

Motion carried.

DISCUSSION ON VARIOUS ZONING AND GENERAL ORDINANCE CHANGES

K. Mathews summarized the suggested changes to the General and Zoning Ordinance sections. A discussion ensued on each section and some suggested changes were mentioned in a few of the sections. The proposed revisions will move forward with public hearings as required at a later date.

REPORTS AND CORRESPONDENCE

M. Slaton – Township Board update.

J. Stinedurf - ZBA update.

CALL TO THE PUBLIC

Dawn Bates, 5508 Woodruff Shore – Will the proposed Zoning Ordinance changes to the average setback to the lakes would affect the Encore project?

ADJOURNMENT

D. Schiffko moved and J. Stinedurf seconded **to adjourn.**

Motion carried.

The meeting adjourned at 8:05 P.M.

Respectfully submitted,

Steve Holden, Chairperson

Gary Unruh, Secretary

Kelly Mathews, Recording Secretary

Ann M. Bollin, CMC, CMMC, Clerk

Shepherd of the Lakes Addition



0 50 100 200 300 400 Feet

Shepherd of the Lakes Addition

Is the requested use limited to the exterior of the structure?

The requested use is an expansion of the existing church and school uses, and includes both interior and exterior modifications.

Does the proposed SPECIAL USE affect the existing or approved parking, loading/unloading area, driveway, sanitary system, water supply, required planted setback and/or required greenbelt?

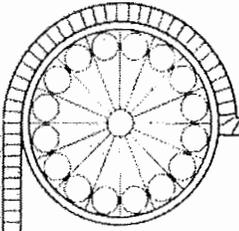
The proposed expansion does not affect the existing or approved parking, loading/unloading areas, driveways, or utilities.

Water service will be provided via the existing pump house, and sanitary sewer service will be provided internally through the existing building. Storm water run-off from the proposed improvements will be routed to the existing retention basin, which is

sized to accommodate the additional volume. Existing landscaping impacted by the proposed building expansion will be replaced, and additional landscaping is proposed.

Receipt # _____

Signature _____



CHARTER TOWNSHIP OF BRIGHTON

4363 Buno Rd. • Brighton, Michigan 48114-9298. • Telephone: (810)229-0550 Fax: (810) 229-1778
www.brightontwp.com

PLANNING COMMISSION APPLICATION

1. Date Filed _____ 3. PC Number _____ RECEIVED
 2. Meeting Date _____ 4. Fee Paid _____ DEC 15 2016

5. Applicant Information

Name Shepherd of the Lakes Lutheran Church and School
 Address 2101 South Hacker Road
 City/State/Zip Brighton, MI 48114
 Phone 810-853-2475 Fax 810-227-3566
 Interest in the Property (e.g. fee simple, land option, etc.)
 Property Owner Other (Specify) _____

6. Current Property Owner Information

Name Same as Applicant
 Address _____
 City/State/Zip _____
 Phone _____ Fax _____
 Length of Ownership Original Parcel: 43 years; Additional Parcels: +/-30 years, +/-18 years

7. Location of Property for which the Application is Requested

Address 2101 South Hacker Road
 Cross Streets South Hacker Road and Hyne Road
 Tax I.D. # 4712-18-100-034 and 4712-18-100-035

8. Property Information

Zoning District R-C
 Area (Acreage) +/-30 acres Width +/-1,470 feet Depth +/-890 feet
 Current Use Church and School

9. Type and Description of Development

Proposed 24,800 SF building addition at an existing church and school, including the associated sidewalk, landscaping, and utility improvements

PUD _____ Subdivision _____ Site Condo _____
New Site Plan X Revised Site Plan _____ Additional Phase _____

10. Site Plan Request

Describe your Request Shepherd of the Lakes Lutheran Church and School is requesting the necessary permits and approvals to construct an approximately 24,800 SF building expansion to be used for education, recreation, and general enrichment programs. The proposed project also includes a new pole barn and gravel access drive, and a new dumpster area. No expansion of the existing parking area is proposed, and access to the site will be maintained at the existing curb cuts onto Hacker and Hyne Roads. The existing modular classrooms north of the existing building will be removed.

I, Andrew Kraft (applicant), do hereby swear that the above statements are true.

I, Andrew Kraft (property owner), hereby give permission for the Charter Township of Brighton staff and consultants to go on the property for which the above referenced petition is proposed for purposes of verifying information provided on the submitted application.

Signature of Applicant _____ Date: 12-3-16

Signature of Property Owner _____ Date: 12-3-16

Brighton Township Planning Commission Action	
Approved/Denied	_____
Date	_____
Conditions of Approval	_____

**PLANNING COMMISSION
SITE PLAN REVIEW
PROCEDURES AND SPECIFICATIONS**

1. All plans or blueprints shall be prepared, signed and sealed by a licensed Architect or Engineer.
2. All petitions and plans must be filed with the Planning Department no later than thirty (30) days prior to the regular meeting of the Township Planning Commission. **RESUBMITTALS MUST BE IN THE PLANNING OFFICE FOURTEEN (14) DAYS PRIOR TO THE NEXT SCHEDULED REGULAR MEETING DATE.**
3. The applicant(s), architect, or engineer of record or his/her authorized agent (by way of written letter) must appear at the meeting. A brief presentation of the proposed project may be done at that time.
4. Applicant must initially submit five (5) copies; when ready for planning commission approval (15) copies of the site plan with the application.

5. **The following fees are non refundable and include two (2) reviews by the staff:**

Residential site plan review for a plat/site condo	\$4,400***
Residential site plan review for a plat/site condo and PUD	\$5,200***
Commercial site plan review	\$2,500***

The above fees include the cost of one meeting per phase (optional, preliminary, etc.) If additional meetings are necessary, applicant will be responsible for additional costs. If reviews go beyond two (2) reviews, applicant is responsible for additional costs.

***Note: If the property is located within the Natural Features Overlay district, per Section 10-04 of the Zoning Ordinance, an Environmental Impact Assessment will be required. In addition, a Traffic Impact Study and a wetland survey may be required for all projects with impacts, as stated per Section 18-09. Additional costs incurred for these studies/surveys, will be the sole responsibility of the developer.

6. Following the site plan phase of the project, there is a final site plan/construction plan review phase of the project. This phase is handled administratively and the fee for this phase of the project is based on the construction cost of the job and includes two (2) plan reviews; the fee is paid at the time of submittal of plans. Construction plan reviews beyond two (2) submittals will be charged on an hourly

basis but an escrow amount will be established up-front which will need to be paid prior to any additional reviews. After the construction plans are approved and the engineer issues his final letter, an inspection escrow amount based on the construction cost, performance bond amount, and any other fees associated with the project will be identified in the engineer's letter which will need to be paid prior to the issuance of a building permit. In addition, the building department has permit fees. The adopted Brighton Township Engineering Standards are on the Township's web site which applicants can review for more detail on the entire construction process.

REQUIRED SPECIFICATIONS:

GENERAL INFORMATION:

X Include a north arrow, drawing scaled, drawing numbers, drawing date and revision dates, area location map, the proposed use, the property zoning, and adjacent zoning.

X Include the name of the developer, developer's name, address and phone number.

X All sites plans should be prepared, signed and sealed by a registered architect or engineer.

GENERAL SITE INFORMATION:

X The legal description of the property, a boundary survey, and the tax numbers of the parcel need to be provided. The location and dimensions of lot lines and easements need to be shown.

X All existing and proposed topography shall be represented on a contour map which will accompany all proposed new structures. Existing topography information at a contour interval of two (2) feet or less plus proposed grading plan (including design of any on site storm water retention/detention area).

X The site plan needs to identify natural features such as wooded areas, soils, flood plains, wetlands and watercourses. The Planning Commission may require scenic easements, woodlands, or portions of woodlands, rock formations or any natural feature of land or resource which would perpetuate the natural attractiveness of any site. All such scenic easements shall be maintained in perpetuity as described and approved on the site plan and supporting documents of record.

PROPOSED DEVELOPMENT INFORMATION:

X Structures need to meet the area, height and bulk requirements for the zoning district. All required yards and setbacks need to be shown.

X Screening walls, greenbelts and landscaped areas need to be detailed and labeled. The location of any trees (5" caliper of greater) to be removed must be indicated.

N/A A lighting plan showing lighting location, height, area of illumination, and fixture details should be provided.

X Solid waste disposal methods need to be identified including the location of dumpsters and screening details.

N/A Details on signage need to be provided such as the type, size, height, illumination and location.

X Off-street parking calculations as required by the Ordinance should be met. Parking spaces (double striped), driveways, maneuvering lanes and acceleration and deceleration lanes shall be drawn to scale on all site plans. Barrier-free parking per ADA standards shall be designed in the same method and manner.

N/A Loading/unloading areas shall be accurately drawn and labeled. Access to loading areas need to provide adequate turning radii for trucks.

X Storm water drainage plan should be provided indicating drainage routes, slopes, materials, manholes, inverts and catch basin locations, and storm water detention / retention with supporting calculations.

X Sanitary sewage disposal and water systems should be identified.

X Include details on any pavement surface showing a cross section with pavement materials. An access permit from the Livingston County Road Commission may be required.

N/A Type and proposed location of any outdoor storage.

X Proposed use of each existing and each proposed structure in this development, number of stories, gross building floor space, and distances between structures.

X Elevation plans, including height of exterior (front, side, and rear) facades of all buildings or structures on site, indicating proposed construction materials, including color and architecture.

IF CONSTRUCTION OR USE HAS NOT COMMENCED WITHIN TWELVE (12) MONTHS OF THE DATE OF PLANNING COMMISSION APPROVAL ON A SITE PLAN, THE APPROVAL BECOMES NULL AND VOID AND A NEW APPLICATION WILL BE REQUIRED. UPON WRITTEN REQUEST FROM THE APPLICANT, ONE (1) TWELVE (12) MONTH EXTENSION OF THE APPROVED SITE PLAN MAY BE GRANTED BY THE PLANNING COMMISSION UPON AN ADEQUATE SHOWING OF NEED BY THE APPLICANT.

Date: December 12, 2016

To: Charter Township of Brighton Planning Commission

From: Kelly Mathews

Subject: **Special Land Use Permit Review**
Shepherd of the Lakes Church
SU #16/04

Location: 2101 Hacker

Request: Expansion of building for education, recreation and general enrichment programs

Zoning: R-C (Residential Country)

Applicant: Shepherd of the Lakes Church

Tax ID#: 12-18-100-035

A special land use permit application for a 24,800 sq. ft. expansion of the building for education, recreation and general enrichment programs is being sought. Additionally, a 500 sq. ft. pole barn is proposed. The site is approximately thirty (30) acres and consists of 49,036 sq. ft. (46,000 sq. ft. ground floor). With the addition, the building will be 73,842 sq. ft. An existing approximate 890 sq. ft. pole barn is located on the property. With the new pole barn and addition, the total ground floor area on the site is 75,226 sq. ft. The three (3) modular classrooms will be removed which total 3,808 sq. ft. (two 1,152 sq. ft. units and one 1,504 sq. ft. unit - 3 classrooms) and three (3) classrooms will be added in the addition. Utilities for the site are Township sewer, well, and retention basin. Three hundred and seven (307) paved parking spaces currently exist on the site. Four (4) new parking spaces are proposed by the addition.

BACKGROUND

The special land use permit application has been reviewed utilizing the standards in *Article 19, Special Land Use Review*. Based on the review of the plans and a visit to the site, the following comments are outlined:

- (1) **Use.** The proposed use, expansion of church and school are special land uses in the R-C (Residential Country) zoning district per *Section 3-02*.
- (2) **Site and Surroundings.** The site is located on the east side of Hacker, north of Hyne in an R-C zoning district. The surrounding site to the east is zoned R-C (Residential Country) and to the south is zoned R-2. (Residential Single Family). Across Hacker is in Genoa Township and is zoned and master planned residential.

SPECIAL USE STANDARDS

The special land uses have been reviewed in accordance with the standards in *Section 19* of the Zoning Ordinance.

- (1) **Compatibility with Adjacent Uses.** The planned expansion of the existing school and church use is compatible since it is an existing use.
- (2) **Compatibility with the Master Plan.** The master plan identifies the site as being institutional. These are relatively large sites occupied by utility or civic uses such as schools, parks, State, County and Township facilities, and major utility lines. Smaller-sized institutional uses can be located within and are scattered throughout the residential areas.
- (3) **Compliance with Applicable Regulations.** The proposed special land uses shall be and shall remain in compliance with all applicable federal, state, and local ordinances.
- (4) **Use of Adjacent Property.** The surrounding site to the east is zoned R-C (Residential Country) and to the south is zoned R-2 (Residential Single Family). Across Hacker is Genoa Township and is residential.
- (5) **Public Services.** The site has well and sewer. Traffic and the capacity of the roads in the vicinity of the project should be reviewed. The applicant should submit information regarding proposed traffic which the Township Engineer will review and comment on.
- (6) **Impacts of Traffic.** The traffic in the area should be reviewed for the church and school expansion.
- (7) **Enhancement of Surrounding Environment.** Additional landscaping is required to buffer the adjacent residential properties from the parking areas as required in *Article 14, Section 14-02* of the Zoning Ordinance.
- (8) **Impact on Public Health, Safety and Welfare.** The property is zoned R-C, Residential Country, which allows for church and school as a special land use. Traffic, noise, lighting, etc. must be considered as part of this review.
- (9) **Isolation of Existing Uses.** This issue is to ensure that a small residential area will not be substantially surrounded by non-residential development. All of the area surrounding the church is residential; however, these uses were previously allowed at the site.
- (10) **Impact on the Overall Environment.** The proposed special land uses will not have a significant adverse effect on the quality of the natural environment.

Additional standards required for the SLUP include the following.

- a. The site shall have ingress and egress directly onto an arterial or collector road having an existing or planned right-of-way at least eighty-six (86) feet in width (in compliance).
- b. The height of main buildings shall not exceed the height limitation permitted in the district (meets height for proposed addition; existing building is not in compliance).
- c. Off-street parking shall not be permitted in the required side yard setback. Parking in the front of the building (i.e. the front yard, as defined) shall be limited to drop-off activities and a limited amount of parking for disabled persons and seniors. The Planning Commission may allow up to twenty-five percent (25%) of the required parking in the front yard upon a finding this is compatible with surrounding uses or better preserves natural features than alternative parking locations (not in compliance; no change from current).
- d. Parking/loading and staging spaces for service vehicles or buses shall only be located within the rear yard, provided the Planning Commission may allow use of the side yard upon a finding site conditions make exclusive use of the rear yard impractical (not in compliance; no change from current).
- e. A landscape berm as required in *Section 14-02(f)(1)* shall be required along parking and paved areas adjacent to a Residential District or use or lot line, to screen outdoor activities and headlight glare (not in compliance; no change from current).
- f. Accessory uses shall be limited to those commonly associated with the principal use. For churches, this may include living quarters for clergy, church ministry or other members of religious orders who carry out their primary duties on the site, religious education classes, private schools, church sponsored day care, unlighted outdoor recreation facilities, religious office space, youth centers and other similar uses commonly associated with church or religious activities. Clinics, rescue missions, residences for those not engaged in the ministry and other uses not specifically noted are prohibited (proposal meets Zoning Ordinance).
- g. Places of religious worship or public assembly with more than fifty thousand (50,000) square feet of gross floor area, or a seating capacity of one thousand (1,000) or more, shall also meet the following

conditions in order to address potential demands on the roadways and maintain compatibility with adjacent uses:

1. The site shall consist of at least twenty (20) acres (in compliance).
2. The site shall provide a transition between Residential Districts or uses and Non-Residential Districts and uses (in compliance).
3. Buildings shall be set back fifty (50) feet from side property lines and seventy five (75) feet from the rear property line when adjacent to a Residential District or use (in compliance).
4. Traffic from events, including worship services and other large assemblies, shall be controlled by the institution, church or its agents so as not to create congestion or unreasonable delays on a public road. A schedule of expected frequency of events, including worship services and assemblies and a description of the methods of traffic control shall be submitted to the Township for review and approval as part of the site plan (need to submit).

RECOMMENDATION

It is recommended that the special land use permit for the uses, expansion of church and school for education, recreation, and general enrichment programs per *Section 3-02* of the Zoning Ordinance be approved, subject to the approval of the preliminary site plan.

Date: December 12, 2016

To: Charter Township of Brighton Planning Commission

From: Kelly Mathews

Subject: Site Plan Review
Shepherd of the Lakes Church and School
 SP# 16/08
 Site Plan 12/5/16 and undated architectural drawings

Location: 2101 S. Hacker

Request: New school addition, pole barn, gravel drive, parking, and dumpster area

Zoning: R-C (Residential Country)

Applicant: Shepherd of the Lakes Church and School

Tax ID#: 12-18-100-035

The site plan for a new 24,800 sq. ft. addition, 500 sq. ft. pole barn, gravel access drive, asphalt parking, and dumpster area is proposed for Shepherd of the Lakes Church and School located on the east side of Hacker and north side of Hyne. The site is a thirty (30) acre parcel. The existing school portion of the building is 24,692 sq. ft. and the church portion of the building is 21,308 sq. ft. for a total of 46,000 sq. ft. ground floor (49,036 sq. ft. total). With the addition, the building will be 73,836 sq. ft. An existing approximate 890 sq. ft. pole barn is located on the property. With the new pole barn and addition, the total ground floor area on the site is 75,226 sq. ft. The three (3) modular classrooms will be removed which total 3,808 sq. ft. (two 1,152 sq. ft. units and one 1,504 sq. ft. unit - 3 classrooms) and three (3) classrooms will be added in the addition. Utilities for the site are Township sewer, well, and retention basin. Three hundred and six (306) paved parking spaces will exist on the site which includes four (4) new parking spaces and six (6) relocated parking spaces.

SITE PLAN DISCUSSION

This site plan has been reviewed utilizing the standards in *Article 18 Site Plan Review*. Based on the review of the plans and a visit to the site, the following comments are outlined for your review:

1. **Use.** Churches and accessory church uses are allowed as special land uses in the R-C zoning district per *Article 3, Section 3-02*.
2. **Site Layout.** The site has been reviewed in accordance with the area and bulk requirements described in *Article 3, Section 3-03*.

	Required	Provided	Comments
Building Height	35 ft./2 stories	50 ft. max./2 stories (chapel)	Not in compliance; existing church; new addition meets Zoning Ordinance

	Required	Provided	Comments
Front Yard Setback South - Hyne Rd.	60 ft.	60 ft. min. (varies) - building	In compliance
Side Yard Setback North	50 ft. (adjacent to residential)	747 ft. min. (varies) - building	In compliance
Front Yard Setback West - Hacker Rd.	60 ft.	82 ft. min. (varies) - building	In compliance
Rear Yard Setback East	75 ft. (adjacent to residential)	483 ft. min. (varies) - building	In compliance
Parking Lot Setback (Front) - Hyne	60 ft.	Per the resid. section, parking shall be limited to drop-off and disabled only; PC can allow 25% of parking in front yard Setback - 18 ft. min. (approx.)	Not in compliance; existing
Parking Lot Setback (Front) - Hacker	60 ft.	Per the resid. section, parking shall be limited to drop-off and disabled only; PC can allow 25% of parking in front yard Setback - 16 ft. min. (approx.)	Not in compliance; existing

	Required	Provided	Comments
Parking Lot Setback (Front) - Corner of Hacker/Hyne	60 ft.	Per the resid. section, parking shall be limited to drop-off and disabled only; PC can allow 25% of parking in front yard Setback - 16 ft. min (approx.)	32 spaces (10% of total parking) In compliance
Minimum Lot Area (sq. ft.)	2.5 acres	30 acres	In compliance
Minimum Lot Width (ft.)	200 ft.	896 ft. - Hyne 1,465 ft. - Hacker	In compliance
Maximum Lot Coverage	5%	6%	Rec'd ZBA variance on 3/23/16 to allow 7% lot coverage

3. **Parking Lot Setbacks.** Per *Section 6-03(b)(8)*, the required setbacks shall be landscaped except for access driveways, service drives, and parking lots shared with adjacent uses.
4. **Loading/Unloading.** Parking/loading and staging spaces for service vehicles or buses shall only be located within the rear yard; the Planning Commission may allow use of the side yard upon finding site conditions make exclusive use of the rear yard impractical. Existing parking lots and loading areas are located in the front yards along Hacker and Hyne.
5. **Vehicular and Pedestrian Circulation.**
The proposed access is via existing driveways off of Hacker and Hyne.
6. **Parking.** The proposed parking was reviewed in accordance with *Article 15, Section 15-01* as described in the following table.

	Required	Provided	Comments
Parking Spaces Church - 1 space/3 seats (balcony) or 1 space per 6 l.f. of pews - 792 l.f. of pew/6 = 132 spaces. 55 seats - 1 st floor 2 nd floor - 251 seats (251 + 55) = 306 seats/3 = 102 spaces School - 1 space/employee - 41 employees = 41 spaces	275	306	In compliance
Barrier Free Parking Spaces	8	18	In compliance
Parking Space Dimensions (90 degree) stall width and depth	9 ft. by 20 ft.	9 ft. by 20 ft. - 90 degree parking and 9 ft. by 18 ft. - angled parking	In compliance
Aisle Width	24 ft. for two way traffic	24 ft. - two way parking and 18 ft. - one way parking	In compliance

Asphalt pavement and curbing is planned as is required per *Section 15-01(e)(5)*. Sidewalks abutting parking spaces are only five (5) ft. wide instead of the required seven (7) ft. wide but are existing.

7. **Signs.** No new signage is proposed.
8. **Building Materials.** *Article 14, Section 14-01(c)(1)* depicts the building materials required. No specific materials are required for this district and no changes are proposed for the existing building. New building additions will match existing.
9. **Landscaping.** A landscape plan has not been submitted. A landscape plan must be provided which is in accordance with *Article 14, Section 14-02* of the Zoning Ordinance. The requirements include a landscape berm along the parking and paved areas adjacent to residential districts to screen outdoor activities and headlight glare.

	Required	Provided	Comments
<p>Buffer along North and East Property Lines 20 ft. buffer with 1 deciduous tree, 1 evergreen tree and 4 shrubs/30 ft. $896 \text{ ft.}/30 = 30$ decid.; 30 evergreen and 119 shrubs along northerly buffer 1,465 ft./30 = 49 decid.; 49 evergreen and 196 shrubs along easterly buffer. Also a berm is required per <i>Sec. 3-02</i></p>	<p>30 decid; 30 evergreen and 119 shrubs - northerly buffer</p> <p>49 decid; 49 evergreen and 196 shrubs - easterly buffer</p> <p>Also berm required</p>	<p>Existing landscaping</p>	<p>Not depicted; existing landscaping</p>
<p>Greenbelt (Front Yard) West - Hacker and South - Hyne 20 ft. buffer with 1 deciduous canopy tree for each 30 ft. $896 \text{ ft.}/30 = 30$ decid. along Hyne and 1,465 ft./30 = 49 trees along Hacker)</p>	<p>30 decid. - Hyne</p> <p>49 decid. - Hacker</p>	<p>Existing landscaping</p>	<p>Not depicted; existing landscaping</p>
<p>Detention/Retention areas - 1 tree and 10 shrubs per 50 linear feet of pond perimeter as measured along the top elevation of the pond bank. Additionally, the pond should be sculptured to replicate a natural wetland environment. (972 l.f. at rim) = 20 trees and 195 shrubs; existing fencing is around the retention basin</p>	<p>20 trees 195 shrubs</p>	<p>Existing landscaping</p>	<p>Not depicted; existing landscaping</p>
<p>Parking Lot - 306 spaces 1 canopy tree for each 10 parking spaces, in no case less than 2 trees shall be provided and a continuous row of shrubs along the front of the parking lot. $1/3^{\text{rd}}$ of trees should be in landscaped islands</p>	<p>31 trees; 10 within islands</p>	<p>Existing landscaping</p>	<p>Not depicted; existing landscaping</p>

10. **Lighting.** If any new parking lot lighting is proposed, it must be depicted on the site plan and meet the requirements per *Sec. 14-03* of the Zoning Ordinance.

11. **Waste Receptacle.** A new dumpster pad is proposed to the north of the addition. Details must be provided of the screening per *Sec. 14-04* of the Zoning Ordinance.

12. **Mechanical and Electrical Equipment.** If any new equipment is planned, it must be depicted on the site plan and screened per *Sec. 14-05* of the Zoning Ordinance.

13. **Agency Approvals.** Copies of all applicable County, State, and Agency approvals need to be submitted to the Township prior to site plan approval, including but not limited to:

- a. Livingston County Drain Commissioner
- b. Township Engineer
- c. Livingston County Road Commission
- d. Livingston County Public Health Department
- e. The Brighton Area Fire Department

RECOMMENDATION

It is recommended that the preliminary site plan for Shepherd of the Lakes Church addition be approved by the Planning Commission conditioned upon any outstanding items in this letter or other letters be handled administratively.

December 22, 2016

CHARTER TOWNSHIP OF BRIGHTON

4363 Buno Road
Brighton, MI 48114

Attention: Kelly Mathews, Township Planner

**Regarding: Shepherd of the Lakes
Site Plan Review #1
OHM Job Number: 0024-16-1121**

Dear Ms. Mathews:

We have reviewed the material, received by this office on December 8, 2016 for the above-referenced project based on the Township's Engineering Standards. Plans were prepared by Metro Consulting Associates and have a plan date of December 5, 2016. A general summary of the site, followed by our review comments and recommendations, is noted below.

GENERAL

The existing site is located at 2101 South Hacker Road in Brighton Township. The property is approximately 30 acres respectively located on Parcels #4712-18-100-034 and #4712-18-100-035, currently zoned RC, Residential Country. The project site is comprised of a 49,310 square foot building, three parking areas, and a wooded area near the existing building with a retention pond.

The applicant is proposing an addition consisting of a 24,806-square foot educational building with three (3) classrooms and various shared spaces to house recreational and general enrichment programs, a new 500-square foot pole barn with a gravel access drive, and a new dumpster area. The proposed work is expected to occur in four phases, dependent on project funding, and all site work is proposed to be completed as part of the first phase. Sheet 04 shows the proposed phasing of the building construction.

No work is proposed within the Right-of-Ways of either Hacker Road or Hyne Road. The applicant states that no parking lot additions are proposed, however on the north side of the property near the proposed dumpster area it appears that four parking stalls are proposed. Currently the site has three (3) modular classroom units that will be removed and replaced with the proposed addition. The additional site runoff is to be directed into the existing retention pond, which is sized to accommodate this additional volume.

The applicant notes two (2) benchmarks on the plans. These benchmarks appear adequate; however, the datum (NAVD 88) shall be clearly referenced.

It shall be clarified if the site contains a floodplain or not. If a floodplain is not present a note shall be included on the plans and if a floodplain is present delineation of the 100-year flood shall be shown on the plans.



UTILITIES

The existing building is serviced by an onsite private well and the proposed addition will be connected to the existing well system. The water service lead and fire lead is shown on the plans.

Sanitary sewer exists along Hacker Road and the existing building is served by this public sewer. The new building addition is proposed to be serviced by internal plumbing connected to the existing sewer system. The wastewater basis of design is required for site plan submittal. The site currently has nine (9) REU assigned to the property. According to the Brighton Township Sewer Use and Unit Factor Table, Schools (with cafeteria only), are assigned 1.0 REU per classroom. Based on the removal of the modular units (3 classrooms) and with the proposed building addition containing three (3) classrooms it is recommended that no additional REUs would need to be assigned to this property.

ACCESS/TRAFFIC

Access to the site will remain along both Hacker (single entrance) and Hyne Roads (two entrances). There are no proposed improvements to any of the existing drives or existing parking lots at this time. A traffic impact statement is required with the site plan but none was provided with this submittal.

DRAINAGE

Existing conditions appear to generally drain towards the existing retention pond. The proposed building addition includes the installation of roof drains that connect to a proposed stormwater pipe network around the building addition that connects into the existing storm sewer system and discharges into the existing retention pond. The applicant has provided retention calculations that demonstrate the retention pond is capable of meeting the Livingston County Drain Commission requirement. No improvements to the retention pond are proposed and it would appear none are required.

GRADING/PAVING

Existing grades and proposed grades are shown via contours and spot grades across the site. All proposed sidewalk shall be in compliance with current ADA guidelines. The applicant shall include sufficient proposed grades for the sidewalk in the construction plan submittal to ensure compliance with ADA standards.

All proposed pavement sections provided meet minimum requirements set forth in the Brighton Engineering Standards. The applicant shall provide additional details and a proposed cross section for the proposed gravel drive at the next submittal. It should be noted that the gravel drive must demonstrate it is capable of handling loading from the vehicles that would need to access both the dumpster and the pole barn.

PERMITS AND OTHER AGENCY APPROVALS

Copies of all permits, letters of approvals, and/or letters of waiver, obtained to date, shall be forwarded to this office and other outside regulatory agencies. The current status of all necessary permits should be included on the cover sheet. Before construction plan approval can be issued, the applicant must submit all necessary permits/approvals, including but not limited to the following agencies:

- Livingston County Health Department for Water Well Connection
- Livingston County Drain Commission S.E.S.C. Permit
- Livingston County Building Department
- Brighton Area Fire Department

The current status of all necessary permits should be included on the cover sheet.



RECOMMENDATIONS

As submitted, the site plan appears to be in substantial compliance with the Charter Township of Brighton Site Plan requirements. We take no exception to the proposed site plan and recommend the Planning Commission consider approval of the site plan conditional upon the following comments being addressed administratively:

1. Indicate NAVD 88 reference for benchmarks.
2. It shall be clarified if the site contains a floodplain and noted on the plans.
3. The wastewater basis of design shall be included on the plans.
4. The current status of all necessary permits should be included on the cover sheet.
5. A traffic impact statement shall be submitted.
6. Details shall be provided for the proposed cross section of the gravel drive.
7. Details shall be provided for the proposed new trash receptacle area shown on the plans.

If you have any questions regarding this review or any of the comments presented, feel free to contact us at (734) 522-6711 or jacob.rushlow@ohm-advisors.com.

Sincerely,

OHM ADVISORS

Jacob Rushlow, P.E.
Client Representative

Rhett Gronevelt, P.E.
Client Principal

cc: Brian Vick, Township Manager (via e-mail)
Michael Evans, Deputy Fire Chief, Brighton Area Fire Department (via email)
Ken Recker, PE, Chief Deputy Drain Commissioner, Livingston County (via e-mail)
Michelle LaRose, PE, Environmental Projects Manager, Livingston County (via e-mail)
Jim Rowell, Building Official, Livingston County (via e-mail)
Robert Green, Shepherd of the Lakes, 2101 South Hacker Road, Brighton, MI 48114
Andrew Walters, Metro Consulting Associates, 45345 Five Mile Road, Plymouth, MI 48170
File



BRIGHTON AREA FIRE AUTHORITY

615 W. Grand River Ave.
Brighton, MI 48116
o: 810-229-6640 f: 810-229-1619

December 28, 2016

Kelly Mathews, Planner
Charter Township of Brighton
Building and Planning
4363 Buno Road
Brighton, MI 48114

RE: Shepherd of the Lakes - School Expansion
2101 S. Hacker Rd.
Site Plan Review

Dear Kelly:

The Brighton Area Fire Department has reviewed the above mentioned site plan. The plans were received for review on December 8, 2016 and the drawings are dated December 5, 2016. The project is for the addition of 24,806 square feet to an existing 49,036 square foot Assembly/Educational Occupancy. The plan review is based on the requirements of the International Fire Code (IFC) 2015 edition.

1. Based upon area and occupancy type and shown fire protection lead, the addition appears to be provided automatic sprinkler system. The system shall be installed in accordance with NFPA 13, *Standard for the Installation of Automatic Sprinkler Systems*.

IFC 903

2. Access around or within 150' of all parts the structure, including the proposed addition, is currently non-conforming to the fire code requirements. Site plan and site visit reflect access road difficulty due to site features and topography. There are provisions for the fire code official to change or alter this requirement if requested by the applicant where access roads are not feasible to within 150' of all parts of the structure. The fire code would require additional fire protection features such as sprinkler protection in the existing areas where currently not provided. Provide additional details on meeting his requirement.

IFC 503.1.1

IFC 901.4.4

3. Due to existing non-conforming access to the rear of the structure, an approved access walkway leading from the fire apparatus access roads to all exterior openings shall be provided along the entire rear of the structure. This walkway is required to be maintained at all times.

IFC 504.1

4. Based upon the elevation drawing the building height of the gymnasium requires an aerial apparatus access road with a minimum width of 26' wide that runs parallel to at least one entire side of the gymnasium addition. With a width of 26' wide, the building side of the drive shall be marked as a fire lane. Include the location of the proposed fire lane signage and include a detail of the fire lane sign in the submittal. Access road to site shall be provided and maintained during construction. Access roads shall be constructed to be capable of supporting the imposed load of fire apparatus weighing at least 84,000 pounds.



BRIGHTON AREA FIRE AUTHORITY

December 22, 2016

Page 2

Shepherd of the Lakes School Expansion
2101 S. Hacker Rd.
Site Plan Review

IFC D 103.6

IFC D103.1

IFC D 102.1

IFC D 103.3

5. The gravel access drive is too narrow and exceeds the maximum length of 150' without a turn-around. The drive must be widened to be a minimum of 20' and provided with an approved apparatus turnaround near the proposed pole barn. The drive shall be capable of supporting an imposed load of at least 75,000 pounds and be of a maintainable surface for year-round access.

IFC D 103.4

6. An additional knock box may be required based upon a site evaluation.

IFC 506.1

7. The facility will be verified for emergency responder radio coverage during construction by Brighton Area Fire Authority inspectors. If found to be deficient the facility shall be evaluated by an approved contractor that is licensed for the installation of an emergency responder radio amplifier. If following their evaluation the facility is determined to be deficient in coverage, an emergency responder radio amplification system shall be installed in areas where required.

IFC 510

8. Provide names, addresses, phone numbers, emails of owner or owner's agent, contractor, architect, on-site project supervisor.

Additional comments will be given during the building plan review process (specific to the building plans and occupancy). If you have any questions about the comments on this plan review please contact me at 810-299-0033.

Respectfully,

A handwritten signature in black ink, appearing to read 'R. Boisvert'.

Capt. Rick Boisvert, CFPS
Fire Inspector

cc: Jacob Rushlow-OHM Advisors

Planner

From: Candice Briere <cbriere@metroca.net>
Sent: Wednesday, December 21, 2016 3:23 PM
To: Planner
Subject: SOTL Building Expansion - Attendance Information
Attachments: SOTL Attendance Data 2016-12-20.pdf

Good Afternoon, Kelly.

As we discussed on the phone, attached is some current and historical attendance information for the Shepherd of the Lakes Lutheran Church and School. The data was collected by the church, and the numbers provided represent individual people, not vehicles or trips. For traffic estimating purposes, particularly with regard to the Sunday service attendance, it would be reasonable to assume an average of two people per vehicle. Hopefully this information is useful in addressing any concerns about traffic from worship services, school activities, and special events. Please keep in mind also that the intention for the building expansion is not to expand the church's current membership or the school's current enrollment. The goal is to provide additional resources and opportunities for current members and students. Please feel free to contact me with any questions. Thanks.

Candice M. Briere, AICP

Project Coordinator / Land Planner

800.525.6016 | Direct: 734.217.4623

cbriere@metroca.net | www.metroca.net



*Proud Recipient of the 2016
Zweig Group Hot Firm
Award!*

SHEPHERD OF THE LAKES LUTHERAN CHURCH AND SCHOOL BRIGHTON, MICHIGAN

The following data was collected by and provided by Shepherd of the Lakes Lutheran Church and School. This data is intended to assist Brighton Township in evaluating traffic generated by the existing site uses and the proposed building expansion. Numbers provided represent individual people, not vehicles or trips.

Weekly Attendance by Month		2 Sunday services 8:30am and 11:00am											Avg
2016	693	706	856	755	725	695	665	635	702	740	810		726
2015	767	698	787	847	783	735	650	658	740	753	688	943	754
2014	660	687	734	895	667	675	634	650	762	729	859	1060	751
2013	757	721	853	746	675	698	716	634	739	731	776	834	740
2012	668	767	779	845	697	706	679	629	739	757	741	1054	755
2011	723	726	795	887	670	679	638	658	695	737	782	1360	779
2010	818	744	836	812	704	691	591	598	710	737	726	909	740

SCHOOL ENROLLMENT		School week Monday>Friday											Avg
16-17 K-8	147	147	147	147	147	147	N/A	N/A	151	140	140		146
16-17 Pre-school	83	84	84	84	84	84	N/A	N/A	84	93	93		86
16-17 Total	230	231	231	231	231	231	N/A	N/A	235	233	233		232
15-16 K-8	136	136	136	136	136	136	N/A	N/A	147	147	147	147	140
15-16 Pre-school	71	71	71	71	71	73	N/A	N/A	83	83	83	83	76
15-16 Total	207	207	207	207	207	209	N/A	N/A	230	230	230	230	216
14-15 K-8	133	133	133	133	133	N/A	N/A	137	137	137	137	137	135
14-15 Pre-school	70	70	70	70	70	N/A	N/A	71	71	71	71	71	71
14-15 Total	203	203	203	203	203	N/A	N/A	208	208	208	208	208	206
13-14 K-7	110	110	110	110	110	121	N/A	N/A	135	135	133	133	121
13-14 Pre-school	54	54	55	58	58	59	N/A	N/A	70	70	70	70	62
13-14 Total	164	164	165	168	168	180			205	205	203	203	183
12-13 K-6						100		108	110	110	112	112	109
12-13 Pre-school						43		48	49	50	51	52	49
12-13 Total						143		156	159	160	163	164	158

** - No Adult Education During July

SOTL GENESIS Service 5-7PM Saturday's "A New Beginning"

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Avg
2018 Goal													200
2016	38	43	32	40	37	28	32	28	34	38	30		35
2015	29	36	35	26	39	45	62	32	40	41	36	30	38
2014	37	31	33	33	31	35	30	36	36	37	31	36	34
2013									13	34		43	30

Special Events

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Avg
Cantata Performance Service				850								920	885
Blood Drive	200			250					150		275		219
Service Events	120	120	120	120	120	120	120	120	120	120	120	120	120
Funerals/Weddings	250	250	250	250	250	250	250	250	250	250	250	250	250

January 3, 2017

Kelly Mathews
Charter Township of Brighton
4363 Buno Road
Brighton, Michigan 48114-9298

RECEIVED

JAN 03 2017

BRIGHTON TOWNSHIP

RE: Shepherd of the Lakes Lutheran Church and School – Building Expansion
2101 South Hacker Road
Site Plan and Special Land Use Permit Reviews
SP #16/08 and SU #16/03

Dear Ms. Mathews:

We are in receipt of the following review letters for the above-referenced project: Charter Township of Brighton Site Plan Review (Kelly Mathews), dated December 12, 2016; Charter Township of Brighton Special Land Use Permit Review (Kelly Mathews), dated December 12, 2016; OHM (Jacob Rushlow), dated December 22, 2016; and Brighton Area Fire Authority (Rick Boisvert), dated December 28, 2016. We offer the following responses to each of the comments. Revised plans, which incorporate these comments, will be submitted to the Township following the January 9, 2017 Planning Commission meeting.

Site Plan Review – December 12, 2016

1. Churches and accessory church uses are allowed as special land uses in the R-C zoning district per Article 3, Section 3-02.

Noted.

2. The site has been reviewed in accordance with the area and bulk requirements described in Article 3, Section 3-03.

The proposed site features are in compliance with the area and bulk requirements, as noted.

3. Per Section 6-03(b)(8), the required setbacks shall be landscaped except for access driveways, service drives, and parking lots shared with adjacent uses.

The Applicant has removed trees over the years as they age, die, lean, or pose a danger to users of the facility. Typically, these trees have not been replaced. We will work with the Township to provide additional landscaping that supplements the existing landscaping, particularly along the parking areas.

4. Parking/loading and staging spaces for service vehicles or buses shall only be located within the rear yard; the Planning Commission may allow use of the side yard upon finding site conditions make exclusive use of the rear yard impractical. Existing parking lots and loading areas are located in the front yards along Hacker and Hyne.

Noted.

5. The proposed access is via existing driveways off of Hacker and Hyne.

Noted.

6. The proposed parking was reviewed in accordance with Article 15, Section 15-01. Asphalt pavement and curbing is planned as is required per Section 15-01(e)(5). Sidewalks abutting parking spaces are only five (5) feet wide instead of the required seven (7) feet wide but are existing.

Noted.

7. No new signage is proposed.

Noted.

8. Article 14, Section 14-01(c)(1) depicts the building materials required. No specific materials are required for this district and no changes are proposed for the existing building. New building additions will match existing.

The building materials for the proposed building expansion will match existing building materials, as noted.

9. A landscape plan has not been submitted. A landscape plan must be provided which is in accordance with Article 14, Section 14-02 of the Zoning Ordinance. The requirements include a landscape berm along the parking areas adjacent to residential districts to screen outdoor activities and headlight glare.

Preliminary landscaping is illustrated on the Layout Plan (Sheet 04), and includes fourteen (14) proposed deciduous trees and three (3) ornamental trees. As noted above, the Applicant has removed trees over the years as they age, die, lean, or pose a danger to users of the facility. Typically, these trees have not been replaced. We will work with the Township to provide additional landscaping that supplements the existing landscaping, particularly along the parking areas.

10. If any new parking lot lighting is proposed, it must be depicted on the site plan and meet the requirements per Sec. 14-03 of the Zoning Ordinance.

No new parking lot lighting is proposed at this time.

11. A new dumpster pad is proposed to the north of the addition. Details must be provided of the screening per Sec. 14-04 of the Zoning Ordinance.

The proposed dumpster pad will be screened on two sides with a wooden enclosure (the third side is immediately adjacent to the building). The trash enclosure will be a minimum of six (6) feet in height and meets the requirements of Section 14-04 of the Zoning Ordinance. A detail of the proposed trash enclosure will be added to the Site Plan.

12. If any new equipment is planned, it must be depicted on the site plan and screened per Sec. 14-05 of the Zoning Ordinance.

New mechanical/electrical equipment is proposed on the roof of the proposed locker rooms. This roof-top equipment will not be visible from the public road rights-of-way or adjacent

properties. Proposed roof-top equipment will be screened, as need, in accordance with the requirements of Section 14-05 of the Zoning Ordinance.

13. Copies of all applicable County, State, and Agency approvals need to be submitted to the Township prior to site plan approval.

Copies of all applicable agency approvals will be provided to the Township.

Special Land Use Permit Review – December 12, 2016

1. The planned expansion of the existing school and church use is compatible since it is an existing use.

Noted.

2. The master plan identifies the site as being institutional. These are relatively large sites occupied by utility or civic uses such as schools, parks, State, County and Township facilities, and major utility lines. Smaller-sized institutional uses can be located within and are scattered throughout the residential areas.

Noted.

3. The proposed special land uses shall be and shall remain in compliance with all applicable federal, state, and local ordinances.

The proposed building expansion project is in compliance with applicable ordinance requirements.

4. The surrounding site to the east is zoned R-C (Residential Country) and to the south is zoned R-2 (Residential Single Family). Across Hacker is Genoa Township and is residential.

Noted.

5. The site has well and sewer. Traffic and the capacity of the roads in the vicinity of the project should be reviewed. The applicant should submit information regarding proposed traffic which the Township Engineer will review and comment on.

Please refer to the information provided below regarding existing and proposed traffic.

6. The traffic in the area should be reviewed for the church and school expansion.

Per the Regional Traffic Count Database maintained by SEMCOG, the average annual daily traffic (AADT) on Hacker Road between Hyne Road and Clark Lake Road is 3,930, and the AADT on Hyne Road between Hacker Road and Hunter Road South is 4,872. Additionally, Shepherd of the Lakes conducts attendance counts at each service, as well as in the classrooms and at special events. A copy of this current and historical attendance information is attached for reference. The numbers presented represent individual people, not vehicles or trips. For traffic estimating purposes, particularly with regard to the Sunday service attendance, it would be reasonable to assume an average of two (2) people per vehicle.

Please keep in mind that the intention for the building expansion is not to significantly expand

the church's current membership or the school's enrollment. The goal is to provide additional resources and opportunities for the current members and students. It is not anticipated that the proposed building expansion will significantly impact the current level of service on the adjacent roads.

7. Additional landscaping is required to buffer the adjacent residential properties from the parking areas as required in Article 14, Section 14-02 of the Zoning Ordinance.

As noted above, the Applicant has removed trees over the years as they age, die, lean, or pose a danger to users of the facility. Typically, these trees have not been replaced. We will work with the Township to provide additional landscaping that supplements the existing landscaping, particularly along the parking areas.

8. The property is zoned R-C, Residential Country, which allows for church and school as a special land use. Traffic, noise, lighting, etc. must be considered as part of this review.

Noted.

9. This issue is to ensure that a small residential area will not be substantially surrounded by non-residential development. All of the area surrounding the church is residential; however, these uses were previously allowed at the site.

Noted.

10. The proposed special land uses will not have a significant adverse effect on the quality of the natural environment.

The proposed project is an expansion of the existing use and will not adversely affect the natural environment.

OHM – December 22, 2016

1. Indicate NAVD 88 reference for benchmarks.

NAVD 88 reference information will be added to the benchmarks on the Existing Conditions Plan.

2. It shall be clarified if the site contains a floodplain and noted on the plans.

Per FEMA Flood Insurance Rate Map Number 26093C0335D dated 9/17/2008, the site is located in Zone X and does not contain floodplain. This note will be added to the Existing Conditions Plan.

3. The wastewater basis of design shall be included on the plans.

The wastewater basis of design will be added to the Site Plan.

4. The current status of all necessary permits should be included on the cover sheet.

The current status of all necessary permits will be added to the Cover Sheet.

5. A traffic impact statement shall be submitted.

Please refer to the information noted above regarding existing and proposed traffic. A traffic impact statement will be added to the Site Plan.

6. Details shall be provided for the proposed cross section of the gravel drive.

Details of the proposed gravel drive will be added to the Site Plan.

7. Details shall be provided for the proposed new trash receptacle area shown on the plans.

The proposed dumpster pad will be screened on two sides with a wooden enclosure (the third side is immediately adjacent to the building). The trash enclosure will be a minimum of six (6) feet in height and meets the requirements of Section 14-04 of the Zoning Ordinance. A detail of the proposed trash enclosure will be added to the Site Plan.

Brighton Area Fire Authority – December 28, 2016

1. Based upon area and occupancy type and shown fire protection lead, the addition appears to be provided automatic sprinkler system. The system shall be installed in accordance with NFPA 13, Standard for Installation of Automatic Sprinkler Systems.

The proposed sprinkler system will be installed in accordance with current standards, as noted.

2. Access around or within 150' of all parts the structure, including the proposed addition, is currently non-conforming to the fire code requirements. Site plan and site visit reflect access road difficulty due to site features and topography. There are provisions for the fire code official to change or alter this requirement if requested by the applicant where access roads are not feasible to within 150' of all parts of the structure. The fire code would require additional fire protection features such as sprinkler protection in the existing areas where currently not provided. Provide additional details on meeting this requirement.

Additional details regarding fire protection features will be provided.

3. Due to existing non-conforming access to the rear of the structure, an approved access walkway leading from the fire apparatus access roads to all exterior openings shall be provided along the entire rear of the structure. This walkway is required to be maintained at all times.

An access walkway will be provided.

4. Based upon the elevation drawing the building height of the gymnasium requires an aerial apparatus access road with a minimum width of 26' wide that runs parallel to at least one entire side of the gymnasium addition. With a width of 26' wide, the building side of the drive shall be marked as a fire lane. Include the location of the proposed fire lane signage and include a detail of the fire lane sign in the submittal. Access road to site shall be provided and maintained during construction. Access roads shall be constructed to be capable of supporting the imposed load of fire apparatus weighing at least 84,000 pounds.

An adequate fire lane and applicable signage, including details, will be provided.

5. The gravel access drive is too narrow and exceeds the maximum length of 150' without a turn-around. The drive must be widened to be a minimum of 20' and provided with an approved apparatus turnaround near the proposed pole barn. The drive shall be capable of supporting an imposed load of at least 75,000 pounds and be of a maintainable surface for year-round access.

The gravel access drive will be modified near the proposed pole barn to provide the required turn-around area for a fire truck.

6. An additional knox box may be required based upon a site evaluation.

Noted.

7. The facility will be verified for emergency responder radio coverage during construction by Brighton Area Fire Authority inspectors. If found to be deficient the facility shall be evaluated by an approved contractor that is licensed for the installation of an emergency responder radio amplifier. If following their evaluation the facility is determined to be deficient in coverage, an emergency responder radio amplification system shall be installed in areas where required.

Noted.

8. Provide names, addresses, phone numbers, emails of owner or owner's agent, contractor, architect, on-site project supervisor.

Noted.

Should you have any questions during your review, please do not hesitate to contact either of us at 800-525-6016. Thank you for your review and continued assistance with this project.

Sincerely,
METRO CONSULTING ASSOCIATES, LLC



Candice M. Briere, AICP
Project Coordinator / Land Planner



Andrew R. Walters, PE
Senior Project Engineer

SHEPHERD OF THE LAKES LUTHERAN CHURCH AND SCHOOL BRIGHTON, MICHIGAN

The following data was collected by and provided by Shepherd of the Lakes Lutheran Church and School. This data is intended to assist Brighton Township in evaluating traffic generated by the existing site uses and the proposed building expansion. Numbers provided represent individual people, not vehicles or trips.

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SCHOOL ENROLLMENT	School week Monday>Friday												Avg.
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12-13 Pre-school						43		48	49	50	51	52	49
12-13 Total						143		156	159	160	163	164	158

** - No Adult Education During July

SOTL GENESIS Service 5-7PM Saturday's "A New Beginning"

Avg.

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2018 Goal													200
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2015	29	36	35	26	39	45	62	32	40	41	36	30	38
2014	37	31	33	33	31	35	30	36	36	37	31	36	34
2013									13	34		43	30

Special Events

Avg.

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
Cantata Performance Service				850								920	885
Blood Drive	200			250					150		275		219
Service Events	120	120	120	120	120	120	120	120	120	120	120	120	120
Funerals/Weddings	250	250	250	250	250	250	250	250	250	250	250	250	250

Site Plan For Shepherd of the Lakes
Church and School Expansion
Dated December 5, 2016

Available for viewing in the
Planning and Clerk's Department

To: Planning Commission
From: Kelly Mathews
Re: 2016 Planning Commission Annual Report
Date: January 9, 2017

Per the Michigan Zoning Enabling Act P.A. 110 of 2006, the Planning Commission must submit a report on the administration and enforcement of the Zoning Ordinance and any recommendations for amendments or supplements at least once a year. Attached is the report which the Planning Commission should review and forward to the Township Board.

Site Plans:

Deerfield - Old 23/Hyne - Original Plan - Approved
Troy Clogg - 5010/5016 Old 23 - Approved
Deerfield - Old 23/Hyne - Revised Plan with School; (Conceptual only) - Approved
MI Backyard - 8160 W. Grand River - Approved
Blockade - 1840 S. Old 23 - Approved
Kroger's Expansion - 9968 E. Grand River - Approved

Special Land Use Permits:

Troy Clogg - 5010/5016 S. Old 23 - Approved
Blockade - 1840 S. Old 23 - Approved
Kroger's Expansion - 9968 E. Grand River - Approved

Rezoning:

Conditional Rezoning - E. Grand River - Encore - On-going

Other:

Zoning Ordinance and General Ordinance Updates - On-going

MEMORANDUM

TO: BRIGHTON TOWNSHIP RESIDENTS
FROM: ANN M. BOLLIN, CLERK
SUBJECT: PLANNING COMMISSION ELECTRONIC PACKETS
DATE: MAY 6, 2016

Packets for the Brighton Township Planning Commission meetings posted to the website contain scanned original documents. These electronic packets are subject to change based on meeting material presented to the Planning Commission throughout the course of the meeting. For a complete original packet following the Planning Commission meeting contact the Clerk's Office at 810-229-0560 or via email: clerk@brightontwp.com