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SAGINAW CHARTER TOWNSHIP PLANNING COMMISSION
SAGINAW CHARTER TOWNSHIP HALL
APRIL 6, 2011

Members Present	Members Absent	Others Present
C. Nolan	P. Brucker	B. Smith, Planner
A. Seaver	B. Nelson	C. Edlinger, Recording Secretary
B. Gombar	M. Peterson	M. Mahlberg, Attorney
R. McGraw		

Mr. Nolan called the meeting to order at 7:00 p.m.

Approval of Minutes:

Motion by Mr. Gombar, supported by Mr. McGraw, to approve the minutes of March 2, 2011.

VOTE: 4 YEAS 0 NAYS 3 ABSENT MOTION CARRIED
Brucker
Nelson
Peterson

New Business:

A. S-11-07 – Wolgast Design Group, LLC of Freeland, Michigan on behalf of the Department of Public Services, Saginaw Charter Township, Saginaw, Michigan is requesting to construct a 3,453 sq. ft. addition to the existing Department of Public Services building located at 4870 Shattuck Road. (12-4-09-3003-000)

Ms. Smith stated the Public Safety Building, Township Hall, Zauel Library, Grotto Park, George Olsen Park and the Department of Public Services building are all located on a single parcel 24.73 acres in size. The Department of Public Services (DPS) building is located on the southeastern most portion of the parcel. An existing building, totaling 25,419 sq. ft., currently houses the DPS department. The proposed addition is part of a larger project which includes interior renovations to the existing DPS building. The renovations include altering existing office and storage space so that employees are located in one area rather than spread throughout the building. The renovations also provide for adjustment of parking and circulation. The existing drives are to remain the same, however, parking on the west side of the building will be converted to parallel parking for visitors and parking on the east side of the building will be added for staff.

Whereas the proposed office use is a permitted use within the B-1, Office Business zoning district and the project complies with the general development standards of the Township, staff recommends approval of S-11-07 with the conditions listed in staff's report.

Rick Keith, a representative from Wolgast Design Group LLC, had no problem with the four (4) conditions listed in staff's report.

Mr. Nolan then asked for public comments in favor or in opposition to the proposed site plan.

There being no comments, Mr. Nolan closed the public hearing portion of the proposed site plan.

Discussion followed among the Planning Commission members.

Motion by Ms. Seaver, supported by Mr. McGraw, to recommend approval of the proposed site plan (S-11-07) upon the following four (4) conditions listed below:

1. Approval of a final site plan by the Community Development Department, Fire Department, Building Department and the Department of Public Services and the Township's Engineer.

2. A landscaping plan reviewed and approved by Community Development.

3. The point at which the sidewalk crosses the drive shall be noted through stamped and integrally dyed concrete.

4. Mechanical equipment must be adequately screened.

VOTE:	**4 YEAS**	**0 NAY**	**3 ABSENT** Brucker Nelson Peterson	**MOTION CARRIED**

Receive and File All Correspondence:

A. The February 2011 issue of Planning & Zoning News

Other New Business:

Adjournment:

Motion by Mr. Gombar, supported by Mr. McGraw, to adjourn the meeting at 7:16 p.m.

VOTE:	**4 YEAS**	**0 NAYS**	**3 ABSENT** Brucker Nelson Peterson	**MOTION CARRIED**