

# PLANNING COMMISSION MEETING AGENDA REGULAR MEETING

500 W. Big Beaver  
Troy, MI 48084  
(248) 524-3364  
www.troymi.gov  
planning@troymi.gov

---

October 11, 2011

7:30 P.M.

Council Chambers

---

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF MINUTES – September 13, 2011
4. PUBLIC COMMENT – For Items Not on the Agenda
5. ZONING BOARD OF APPEALS (ZBA) REPORT
6. DOWNTOWN DEVELOPMENT AUTHORITY (DDA) REPORT
7. PLANNING AND ZONING REPORT

### NEW BUSINESS

8. CHAPTER 85 - SIGNS – Discuss Document

### OTHER BUSINESS

9. PLANNING COMMISSION COMPENSATION
10. PUBLIC COMMENT – Items on Current Agenda
11. PLANNING COMMISSION COMMENTS

ADJOURN

**NOTICE:** People with disabilities needing accommodations for effective participation in this meeting should contact the City Clerk by e-mail at [clerk@troymi.gov](mailto:clerk@troymi.gov) or by calling (248) 524-3317 at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

Chair Hutson called the Regular Meeting of the Troy City Planning Commission to order at 7:30 p.m. on September 13, 2011 in the Council Chamber of the Troy City Hall.

1. ROLL CALL

Present:

Donald Edmunds  
Michael W. Hutson  
Tom Krent  
Mark Maxwell  
Robert Schultz  
Thomas Strat  
John J. Tagle  
Lon M. Ullmann

Absent:

Philip Sanzica

Also Present:

R. Brent Savidant, Planning Director  
Allan Motzny, Assistant City Attorney  
Zachary Branigan, Carlisle/Wortman Associates, Inc.  
Kathy L. Czarnecki, Recording Secretary

2. APPROVAL OF AGENDA

**Resolution # PC-2011-09-054**

Moved by: Schultz  
Seconded by: Strat

RESOLVED, To approve the Agenda as prepared.

Yes: All present (8)  
Absent: Sanzica

**MOTION CARRIED**

3. APPROVAL OF MINUTES

**Resolution # PC-2011-09-055**

Moved by: Schultz  
Seconded by: Maxwell

**RESOLVED**, To approve the minutes of the August 23, 2011 Special/Study meeting as prepared.

Yes: Edmunds, Hutson, Krent, Maxwell, Schultz, Strat, Tagle  
Abstain: Ullmann  
Absent: Sanzica

**MOTION CARRIED**

4. PUBLIC COMMENTS – Items not on the Agenda

There was no one present who wished to speak.

**SPECIAL USE REQUEST**

5. PUBLIC HEARING – SPECIAL USE REQUEST (File Number SU 388 A) – Expansion of an existing Adult Foster Care Small Group Home, From nine (9) residents to ten (10) residents, North Side of Square Lake, East of Beach (2420 W. Square Lake), Section 6, Currently Zoned R-1A (One Family Residential) District

PUBLIC HEARING OPENED

No one was present to speak.

PUBLIC HEARING CLOSED

**Resolution # PC-2011-09-056**

Moved by: Schultz

Seconded by: Strat

**RESOLVED**, That Special Use Approval for ten (10) residents in the Adult Foster Care Small Group Home, located on the north side of Square Lake and east of Beach Road, at 2420 W. Square Lake, Section 6, within the R-1A zoning district, be granted.

Yes: All present (8)

Absent: Sanzica

**MOTION CARRIED**

**OTHER BUSINESS**

6. SUSTAINABLE DEVELOPMENT CHECKLIST

**Resolution # PC-2011-09-057**

Moved by: Edmunds

Seconded by: Schultz

**WHEREAS**, The City of Troy Zoning Ordinance included a Sustainable Design Option, which is intended to promote environmentally sustainable and energy efficient design and development practices for the construction of new and the rehabilitation of existing buildings and sites within the City; and,

**WHEREAS**, Section 12.01 of the City of Troy Zoning Ordinance established the requirement of a separate Sustainable Development Checklist; and,

**WHEREAS**, The Planning Commission developed the Sustainable Development Checklist.

**THEREFORE BE IT RESOLVED**, The Planning Commission hereby recommends to City Council that the Sustainable Development Checklist be approved.

Yes: All present (8)  
Absent: Sanzica

**MOTION CARRIED**

7. PUBLIC COMMENTS – Items on Current Agenda

There was no one present who wished to speak.

There was general discussion on Revisions to Chapter 85, Signs.

8. PLANNING COMMISSION COMMENTS

There was general Planning Commission discussion.

The Regular Meeting of the Planning Commission adjourned at 8:25 p.m.

Respectfully submitted,

---

Michael W. Hutson, Chair

---

Kathy L. Czarnecki, Recording Secretary

DATE: October 7, 2011  
TO: Planning Commission  
FROM: R. Brent Savidant, Planning Director  
SUBJECT: CHAPTER 85 - SIGNS – Discuss Document

Planning Commission members provided the Planning Department with photographs and notes regarding existing signs in the City. We have also received correspondence from residents regarding signage issues. Additionally there are some issues identified by City Staff that should be considered by the Planning Commission. This information was compiled into the following list of proposed revisions:

**1. Chapter 85 to be Consistent with Zoning Ordinance**

The existing Chapter 85 still refers to zoning districts that no longer exist. The document needs to be updated so that the districts are consistent with the Zoning Ordinance.

**2. Add provisions for human scale signs in Form Based districts**

The Form Based districts are intended to create more human scale development along specified sections of Big Beaver Road and Maple Road, and within 21 Neighborhood Nodes. To create a more human scale environment, businesses in these areas should be permitted additional pedestrian scale signage, in addition to signage for automobile traffic. The following is an example of a sign designed for pedestrians:



**3. Control brightness of LED signs**

LED signs can be distracting to drivers due to brightness and movement. Provisions already exist requiring that images must be still and can only be changed every 60 seconds. The Planning Commission indicated a need to control the brightness of LED signs at all times of the day. The following is an example of a LED sign in Troy:



**4. Restrict Vehicle Signs**

Many businesses park fleet vehicles, with signage, close to the right-of-way. This practice essentially creates additional signage. The Planning Commission indicated a need to restrict where these vehicles can park. The following is an example of a vehicle sign in Troy:



**5. Permit Additional Wall Signage on Larger Buildings**

A building in an O or R-C district is permitted one wall sign, not to exceed 10% of the area of the front of the structure, to a maximum size of 200 square feet in area. This requirement applies to all buildings, regardless of size or height. Therefore a bank branch is entitled to the same size as the corporate headquarters for that bank, even if the headquarters is in a 20 story building. Additionally, some larger office buildings have multiple tenants, each of which would like a large wall sign. It is proposed that larger buildings be permitted additional sign area and more signs. The following is an example of a relatively large building with one 200 square foot sign.



**6. Permit Additional Wall Signage on Buildings Abutting I-75**

A building on Stephenson that abuts I-75 to the east would be permitted one wall sign, not to exceed 10% of the area of the front of the structure, to a maximum size of 200 square feet in area. If the wall sign fronts on Stephenson, where the property is addressed, the

business would not be permitted to place a sign on the east side of the building, facing I-75. It is proposed that an additional wall sign be permitted on the side facing I-75. Given the speed of traffic on I-75, these signs should be permitted to be as large or larger than the sign facing Stephenson.

**7. Provide Flexibility for Wall Signage in O, RC and IB Zoning Districts**

These districts are presently permitted one wall sign per building, not to exceed 10% of the area of the front of the structure, to a maximum of 200 square feet in area. It is proposed that the building owner be permitted to determine the number of wall signs, so long as the maximum permitted area is not exceeded. This provides flexibility, particularly for buildings with multiple tenants.

**8. Revise Sliding Scale for Ground Sign Height and Area in Non-Residential Districts**

The following are the existing provisions for ground signs in Chapter 85. The provisions for B, H-S, O, R-C and Planned Auto Centers in M-1 include a sliding scale, which permits increases in height and area the further the sign is placed from the right-of-way. However, the scale does not permit a high degree of variance based on setback. For example, if a sign is 21 feet from the right-of-way it is permitted to be the same height as a sign that is 29 feet from the right-of-way. Also, a sign that is 29 feet from the right-of-way may be 100 square feet in area, but a sign only 2 feet further away can be doubled in size.

<b>TABLE 85.02.05 STANDARDS FOR GROUND SIGNS</b>			
<b>Zoning District</b>	<b>Minimum Setbacks*</b>	<b>Maximum Height</b>	<b>Maximum Area</b>
All R and C-F	10 ft. from Street	12 ft.	See Section 85.02.05,C,1 & 85.02.05,C,2
All B, H-S, O, R-C and Planned Auto Centers in M-1	0 ft. - 20 ft.	10 ft.	50 sq. ft.
	20 ft. - 30 ft	20 ft.	100 sq. ft.
	30 ft. +	25 ft.	200 sq. ft.
M-1	10 ft	12 ft.	100 sq. ft. Max. See Section 85.02.05,C,5,e

\* Indicates setback from existing street right-of-way, or from planned right-of-way (Master Thoroughfare Plan), whichever is greater.

The Planning Commission and Building Code Board of Appeals suggested modifying the sliding scale for ground signs. The Planning Department devised a chart to determine the required setback, height and sign area. The chart was designed in such a way that if you know one of these three variables, the other two are easily determined (see attached chart).

The chart requires that between 0 to 20 feet setback, for every 1 foot or fraction of height increase or 5 square foot or fraction of area increase, the setback must increase by 2 feet.

After 20 foot feet, for every 20 square foot or fraction of area increase, the setback must increase by 2 feet. In no instance shall a ground sign be over 25 ft. tall or exceed 200 sq. ft. in area. Our research indicates that this approach will create minimal nonconformities.

We will discuss each of these concepts with the Planning Commission at the October 11, 2011 Planning Commission Regular meeting. Based on Planning Commission feedback, we will then prepare an updated Draft Chapter 85 Signs for review.

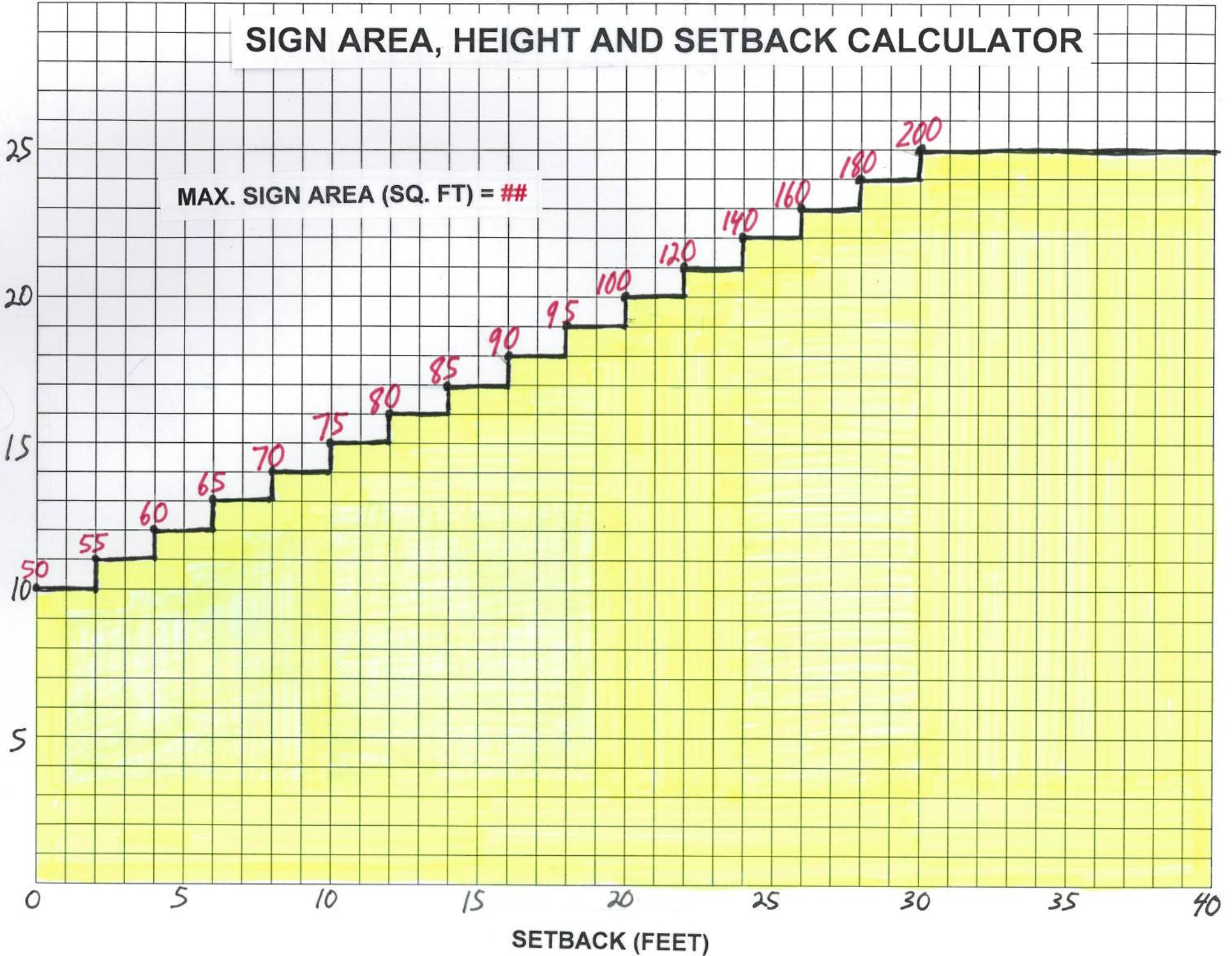
cc: File/Chapter 85

G:\Chapter 85\PC Memo 10 11 2011.docx

# SIGN AREA, HEIGHT AND SETBACK CALCULATOR

MAX. SIGN AREA (SQ. FT) = ##

HEIGHT (FEET)



DATE: September 22, 2011  
TO: The Planning Commission  
FROM: R. Brent Savidant, Planning Director  
SUBJECT: PLANNING COMMISSION COMPENSATION

This item was initiated by a Planning Commission member, who suggested the idea of a 10% reduction in compensation for Planning Commission members.

Pursuant to Section 23 of the Michigan Planning Enabling Act (MCL 125.3823), members of the Planning Commission may be compensated for their services as provided by the legislative body (City Council). Troy's zoning ordinance Section 3.10(B) provides that each member of the Planning Commission "shall" receive compensation for their services as determined by City Council. Section 3.10(B) specifically refers to City Council Resolution 2004-10-537-E14. Resolution 2004-10-537-E14 provides that each member of the Planning Commission "shall" receive for his/her services the sum of \$25 for each Regular or Special Meeting, but not to exceed \$900.00 per annum. There is nothing in the City Charter or ordinances prohibiting a reduction in salary for appointed board members (as there is for elected officials during the course of their term).

There are two ways the Planning Commission can have their compensation reduced:

1. City Council can pass a new resolution reducing the compensation.
2. The Planning Commission can reduce the number of meetings per year.

The attached resolution was prepared by a Planning Commission member for your consideration.

Please be prepared to discuss this item at the October 11, 2011 Planning Commission Special/Study meeting.

## **PROPOSED RESOLUTION**

### **Resolution #2011-10-**

Moved by

Seconded by

WHEREAS, The Planning Commission understands the gravity of the city's revenue shortfall due to the current economic situation and the resulting decline of property values in the city. The Planning Commission fully supports the actions of City Council, City Management and all City Employees in their commitment to proactively address this difficult situation; and,

WHEREAS, Be it known that in an effort to control costs the Planning Commission has reduced its meeting schedule from three (3) meetings per month to two (2) meetings per month. This action eliminated one third of the overhead costs associated with Planning Commission operations. These costs included, but are not limited to, staff time of the Planning Department, City Attorney's Office, Building Services and Community Affairs, consultant services, as well as Planning Commissioner remuneration; and,

WHEREAS, It is public knowledge that every employee in the city has taken a minimum of a 10% reduction in compensation. The members of the Planning Commission wish to publicly thank each and every employee for the sacrifices they have made in order to assist in the elimination of the city's revenue shortfall; and,

WHEREAS, It is the consensus of this Commission that any and all compensated elected officials, board or commission members should make those same sacrifices, not because the result will have a major impact upon the city's budget, but because it is simply the right thing to do.

THEREFORE BE IT RESOLVED, That the Planning Commission requests that City Council reduce our per meeting remuneration by 10% effective immediately.

Yes:

No:

**MOTION PASSED / FAILED**