



July 26, 2023

Village of Pinckney
Planning Commission
220 S. Howell
Pinckney, Michigan 48169

Subject:	Site Plan Review McFarland's Tree Service
Applicant/Owner:	Shane and Angela Black
Location:	425 South Dexter (Parcel # 4714-23-400-015)
Current Zoning:	SBD, Secondary Business District

Dear Commission Members:

We have reviewed the proposed development for Final Site Plan approval to develop a tree service business including an office space on a property in the SBD, Secondary Business District. This third review focuses on the issues noted in our second review of June 1, 2023 as well as compliance with Section 152.391 of the Village Zoning Ordinance.

1. PROJECT BACKGROUND AND SITE DESCRIPTION

The 0.98-acre property includes an existing two-story home with a garage and shed. The applicants intend to use the existing house, garage, and property for a tree service business, which would incorporate an office. The main house exterior is proposed to be improved with a new roof, new windows, and improved access while the interior will be completely renovated with new and updated walls, flooring, and bathrooms. Office and additional storage spaces will be occupying the second floor. Two new pole barns, 3,240 square feet and 1,680 square feet in size, are proposed.

Special land use approval for the development was granted by the Village Planning Commission on July 7, 2021 with a 6-month extension granted on July 6, 2022. The special land use allows a landscape contractor business with office space, a farmers market, and storage of equipment/vehicles.

In addition, preliminary site plan approval for the development was granted by the Village Planning Commission on November 7, 2023 subject to addressing the Village staff, Planner, and Engineer's comments.

The applicants submitted an application for site plan review which includes the application form, fee, and revised site plan drawings dated April 20, 2023. At their June meeting, the Planning Commission tabled consideration of the Final Site Plan until August to allow the applicant to address the concerns of the Village Planner and Engineer.

A revised set of plans dated June 22, 2023 along with architectural drawings were submitted to the Village along with letters from the Livingston County Drain Commission's office, Health Department, Road Commission, and Building Department.



2. ITEMS ADDRESSED

The items which had been noted in our second review have largely been addressed. Text shown in bold indicates comments needing follow-up actions.

1. Ownership Verification. The property title commitment has been submitted to the Village.
2. Sidewalk and/or sidewalk connector. On July 24th, Village Council approved a waiver for constructing the required sidewalk provided a future sidewalk is installed at the property owners' cost when the Village determines such sidewalk is needed. **The future sidewalk needs to be delineated and noted on the final drawings.**
3. Loading/unloading Area. The revised drawings show a proposed 10 X 30 foot loading space. A waiver is therefore no longer needed.
4. Sign. No freestanding sign is proposed. A wall sign, limited to 32 square feet and no higher than 6 feet in height is noted on the site plan. **A sign permit is required prior to installation.**
5. Exterior Lighting. The lighting plan has been revised to have no area of the property with intensity greater than 10 foot candles. A note was also provided regarding the addition of light shielding on the site plan. **Please submit the light fixture cut sheets for review.**
6. Building Design. The building floor plans and elevations addressing the building's architectural design have been submitted indicating exterior metal siding and gray/black asphalt or metal roofing. **Final exterior material finishes and colors will need to be submitted** for review.
7. Agency Review and Approvals. The Livingston County Drain Commission's Office reviewed and approved the site plan. Access to the existing septic tank was clarified and review by the Health Department is currently in process. Comments from the Livingston County Road Commission have been addressed in the revised drawings.

3. SITE PLAN REQUEST RECOMMENDATION

We recommend the Planning Commission approves the final site plan for parcel # 4714-23-400-015 (SPR 002-2023) located at 425 South Dexter contingent on:

- Details of the proposed light fixtures along with building exterior material finishes and colors be submitted for review.
- Agreement with adjacent property owner for the encroachment of the existing garage on their property.
- Approvals of Village staff and Engineer and any other outstanding agency.

Lucie Fortin

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Community Planner/Landscape Architect

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