

WHITE LAKE TOWNSHIP

COMMUNITY DEVELOPMENT DEPARTMENT

DATE: February 6, 2026

TO: Rik Kowall, Supervisor
Township Board of Trustees

FROM: Sean O'Neil, Community Development Director

SUBJECT: Jax Kar Wash – Preliminary Site Plan



On December 16, 2025, the Township Board considered the Jax Kar Wash preliminary site plan. That plan had been recommended for approval, with conditions, by the Planning Commission on December 4, 2025. One of the stated conditions was related to the driveway location. The Board opted to table the Jax request in December, until the driveway could be relocated from Bogie Lake Road to the access drive along the north side of their parcel. Those revisions have been made, and that preliminary plan is coming directly back to the Board for consideration on February 17, 2026.

Please find attached the applicant's revised layout (showing the driveway relocation), as well as the review comments from DLZ and CWA. The December 16, 2025, Township Board meeting minutes are also included for your review. Please let me know if you have any questions or require any additional information.

Thank you.



Connect. Build. Thrive.

February 3, 2026

Sean O' Neil
Community Development Department
Charter Township of White Lake
7525 Highland Road
White Lake, Michigan 48383

RE: Jax Kar Wash- Preliminary Site Plan Review – 3rd Review

Ref: DLZ No. 2545-7861-10

Design Professional: PEA Group

Dear Mr. O' Neil,

Our office has performed a Preliminary Site Plan review for the above-mentioned revised plan dated December 23, 2025. **We note that the current submittal consists of a single plan sheet (Sheet C-3.0). A complete Preliminary Site Plan set was not provided.** The plan was reviewed for feasibility based on general conformance with the Township Engineering Design Standards.

General Site Information

This 1.88 acre site is located at the northwest corner of M-59 and Bogie Lake Road.

Site Improvement Information:

- Construction of an approximately 5,555 sf manned car wash.
- Associated paved and curbed parking area, including an ADA parking space.
- Water and sanitary sewer service.
- Storm water management facilities.

The following items should be noted with respect to Planning Commission review:

Please note that comments from our October 30, 2025 review are in *italics*. Responses to those comments are in **bold**. New comments are in standard font.

- The plan shows that the western lot line is to be moved further east. Has this property transfer and updated property legal description been done and recorded with Oakland County? We defer to the Township regarding this item. We note that the property line shift and transfer of property to the adjacent parcel to the west will impact whether Jax will need to grant an off-site easement to the proposed Panera Bread (property to the west) for placement of a portion of Panera's parking on the Jax property. It will also impact the legal description for an access easement across the Jax southern*

- drive (see below Comment c) for Panera's benefit. **Comment remains. Design engineer has noted that the westerly property line is to be reconfigured. Confirmation of the reconfiguration shall be required at the time of Final Engineering Plan submittal.**
- b) *Verify BM elevations for BMs 300 and 301. The elevations for these two benchmarks are approximately 2' higher than the identical benchmarks shown on the previous Cosmo's Car Wash plan for this parcel.* **Comment partially addressed. Design engineer has stated that the benchmarks for the former Cosmo's Car Wash had incorrect descriptions. Please place a PS seal and signature on Sheet C-1.0 as certification that a PS has prepared and reviewed the topographic survey.**
- c) *An access easement for the southern drive from the western property line drive connection to Bogie Lake Road will need to be provided/shown on the plan. Comment remains. A 27' wide easement is now shown on the plan. Provide easement document and exhibit at time of FEP submittal.* **Comment rescinded. The current plan Sheet C-3.0 shows that the location of the entrance to the site has been changed to Audbon Drive. Additionally, no east/west drive connection is proposed to the property to the west; thus, an access easement is no longer required.**
- d) *The five (5) proposed parking spaces to the south indicate there will be five (5) employees maximum on site at one time. Is this number accurate and does it include persons drying vehicles after they exit the car wash as well as the person at the attendant booth? Does this number include on site management ?* **Comment outstanding. Per design engineer, "Jax Kar Wash operates numerous locations throughout southeastern Michigan, five parking spaces is sufficient for their business operations." We defer to the Township whether the 5 spaces meet Township requirements for number of required employee spaces. We note the current submittal reserves 4 parking spaces for employees and we continue to defer to the Township relative to Township requirements for employee parking.**
- e) *Clarify why the two proposed parking spaces at the SE corner of the vacuum area have bumper blocks shown. Currently curbing is proposed so there would be no need for bumper blocks. We note there is also a bumper block detail shown on Sheet C-9.0. We also note that the architect's exterior rendering showing the ADA space up close, shows bumper blocks. Please check that all plans are consistent with what is intended for parking spaces.* **Comment partially addressed. The bumper blocks have been removed; however, please remove bumper block detail from Sheet C-9.0 and bumper blocks on the architects rendering, as stated in our original above comment.**
- f) *A one way drive to enter the vacuum area with a width of 13' is proposed. Zoning Ordinance 5.11 Q. v. requires a minimum 20' width for one way drives.* **Comment addressed. The one way drive lane is now shown as ~~21'~~20.5'wide. We note that the single lane one way drive into and out of the car wash building is < the required minimum 20' width for one way drives. We defer to the Township regarding this item.**
- g) *Provide fire truck turning radii plan that also demonstrates ingress, internal circulation, and egress of a standard 40' length fire truck on the site.* **Please provide updated Fire truck turning radii plan with the new proposed layout.**
- h) *Add note to plan indicating that applicant/ owner shall repair and /or clean up (a lot of grass growing in between existing sidewalk slabs) any of the existing sidewalks located along property frontages. We note there are several damaged sections of existing sidewalk along the Bogie Lake Road and M-59 frontages.* **Comment partially addressed. Notes regarding the above comment have been**

added to plan Sheet C-3.1; however, move arrow on note for Bogie Lake Road sidewalk. Currently arrow points to Bogie Lake Road.

- i) *We defer to the Township regarding the requirement for sidewalk along Audbon Drive (Reference Zoning Ordinance Sections 5.20 and 5.21). We note that the proposed Panera Bread to the west Preliminary Site Plan showed a proposed sidewalk across their Audbon Drive frontage. **Comment remains. We note that the current submittal shows the sidewalk along Audbon Drive outside of the existing ROW. A sidewalk easement shall be required. In addition, the proposed alignment does not match the location of the approved frontage sidewalk on the property to the west.***
- j) *ADA parking space will need to meet ADA standards in terms of slopes and dimensions; further details will be required at the time of Final Site Plan/Final Engineering Plan submittal. **Comment remains. Slopes and dimensions have been added to the Preliminary Site Plan. Grades shall be reviewed at the time of FSP/FEP submittal.***
- k) *Provide ADA space dimensions in accordance with the requirements of Zoning Ordinance Section 5.11 O. iii. For van access. Dimensions shall be 8' parking space and 8' loading area. Currently a 12' wide space and 5.5' loading zone are shown. **Comment addressed. Van accessible dimensions per Township Zoning Ordinance have been added.***
- l) *Move sidewalk ramp, adjacent to the proposed ADA space, to the north to align with the loading zone. **Comment partially addressed. Please clarify if the northernmost southernmost sidewalk portion is flush with the ADA loading area elevation. The intent for this area regarding the proposed grades and relative to the ramp is not clear. Additional grading will be required on the FEP to confirm compliance with ADA standards.***
- m) *Preliminary grading of the site has been proposed and demonstrates general drainage patterns; a detailed grading review will be performed at time of Final Site Plan/Final Engineering Plan review to ensure positive drainage on entire site. **The previous grading plan showed a significant retaining wall on the north end of the property. The new plan does not show proposed grades to determine if the site will function from a grading standpoint. Future plans will need to show proposed grading for review and approval.***
- n) *An off-site grading and construction easement shall be required for off-site grading to the west. In addition, an off-site grading easement shall be required from Meijer for proposed off-site grading SE of the site. **Comment remains.***
- o) *Sheet C-9.0-Chain Link Fence Detail- We defer to the Township as to whether the fence shall be decorative or whether chain link is acceptable. The fence shall be a minimum of 42" in height. Please reference White Lake Township Engineering Design Standards Section B.6. which states " Any portion of a retaining wall more than 30" high shall have provided at the top of said wall a decorative railing not less than 42"high (non-residential uses) meeting the requirements of Section 1012.3 of the Michigan Building Code." **Comment partially addressed. Fence is now indicated on Sheet C-3.1 to be a 42" high decorative fence. Please remove Chain Link Fence Detail on Sheet C-9.0.***
- p) *Show pre versus post development storm drainage that is being routed to the existing storm sewer structure near the corner of Highland Road and Bogie Lake Road. **Comment addressed. Calculations have been provided, and it has been demonstrated that there is sufficient capacity in the existing storm sewer to accommodate developed flows.***
- q) *The applicant will need to provide information detailing whether this site falls under the Meijer Storm Water Management Facilities Easement, Maintenance Agreement and Lien document or if a new*

agreement will be required for this development. Likely a new agreement will be required and supporting exhibits will need to be provided. **Comment partially addressed. Per the design engineer, the site falls within the Meijer Stormwater Management tributary area. Comment regarding a new agreement is outstanding.**

- r) *Provide details on the FSP/FEP for the water quality units. The units will be required to remove 80% of TSS.* **Comment remains.**
- s) *The proposed north/south storm sewer connecting to existing Catch Basin Ex B is too close to the existing sanitary sewer manhole to the west. A minimum 10' horizontal separation is required.* **Comment addressed. Storm sewer has been adjusted in this area such that there is now 10' horizontal separation between it and the sanitary sewer manhole.**
- t) *The storm sewer between proposed CB2 and CB3 shall be upsized to 18" diameter. Otherwise, a restriction at CB3 will occur.* **Comment addressed. Sewer has been upsized to 18" diameter.**
- u) *Verify rim and invert information for the two existing storm sewer connection points. As built data all show these elevations at approximately 1' higher than those shown on the Jax plan.* **Comment addressed. PEA confirms that the rim and invert elevations provided were field measured by their firm.**
- v) *Show existing 54' wide sanitary sewer easement that is on the Meijer sign property located SE of the Jax site.* **Comment remains. Design engineer states this will be added to the FSP/FEP.**
- w) *The plan shows connection of the proposed sanitary sewer lead to the existing 18" diameter sanitary sewer along the M-59 frontage. The plan shows an existing sanitary sewer lead to the east(invert of approximately 970.00') of the area of the current proposed connection and we question why this lead is not being utilized. The existing 18" sewer is approximately 25' deep at the area where the current connection is proposed and connection to this sewer may result in potential construction trenching too close to the existing road.* **Comment addressed. The proposed sanitary sewer is now shown as connecting to the existing lead.**
- x) *The existing sanitary sewer diameter along M-59 and that which crosses Bogie Lake Road is mislabeled. The sewer diameter is 18". Please revise.* **Comment addressed. Sewer diameter has been revised.**
- y) *Currently a 500 gallon oil/water separator is proposed. Provide support documentation to demonstrate that this size separator will be sufficient to service the proposed car wash operation. In addition, is a water reclamation system proposed? If so, please show on plan. Lastly, is MH Structure A on the plan proposed to be a monitoring MH?* **Comment partially addressed. An internal water reclamation system is proposed. MH Structure A is labeled as a monitoring manhole. Although the design engineer states Jax uses a 500 gallon oil/water separator, provide support documentation for the proposed 500 gallon capacity.**
- z) *Provide cleanouts every 75' for proposed sanitary sewer lead.* **Comment addressed. Cleanouts have been provided.**
- aa) *We defer to the Township Fire Department regarding hydrant coverage.* **Comment remains as a notation.**

- bb) *Sheet C-1.0- Provide diameter of existing watermain along M-59 frontage.* **Comment addressed. Diameter has been provided.**
- cc) *Sheet C-6.0- Public Utility Easement note- Watermain easements shall be 20' wide.* **Comment addressed. Note has been updated.**
- dd) *Sheet C-6.0-Refer To section- None of these notes, design, or details are shown on Sheet C-9.0.* **Comment addressed. The note has been removed from this sheet.**
- ee) *Sheet C-3.0-Add dimensions for standard parking spaces, ADA space and associated loading zone, drive widths, sidewalk adjacent to proposed building , and sidewalk along Audbon Drive.*

Recommendation

With the current submittal, only one sheet (Sheet C-3.0) of the Preliminary Site Plan was provided. The new layout raised some questions that have not been answered on the one-page submittal but will need to be addressed with a future complete plan submittal. Most significantly the proposed grading and fire truck movements will need to be shown to demonstrate engineering feasibility. Comments that were previously made regarding plan sheets that were not included with this submittal have remained on this letter and will also need to be addressed on future submittals.

Please feel free to contact our office should you have any questions.

Sincerely,

DLZ Michigan



Michael Leuffgen, P.E.
Department Manager



Victoria Loemker, P.E.
Senior Engineer

Cc: David Waligora, Community Development, White Lake Township, *via email*
Hannah Kennedy-Galley, Community Development, White Lake Township, *via email*
Paige Myers, Community Development, White Lake Township, *via email*
Aaron Potter, DPS Director, White Lake Township, *via email*
Jason Hanifen, Fire Marshall, White Lake Township, *via email*
Nick Spencer, Building Official, White Lake Township, *via email*
Matteo Passalacqua, Carlisle Wortman, *via email*



Carlisle | Wortman

ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

January 29, 2026

Preliminary Site Plan / Planned Business Review for White Lake Charter Township, Michigan

Applicant:	BMW KAR WASH, LLC
Project Name:	JAX Car Wash (Meijer Outlot)
Plan Date:	September 10, 2025
First Revision	October 9, 2025
Second Revision	December 23, 2025
Location:	Northwest corner of Bogie Lake Road and Highland Road (M-59) Parcel ID: 12-20-276-034
Action Requested:	Preliminary Site Plan / Planned Business Approval

PROJECT NARRATIVE

The applicant is requesting preliminary site plan approval to construct a 5,555 sqft automobile wash establishment (car wash) in an outlot of the Meijer Planned Business district. Automobile wash establishments are principal permitted uses in the PB zoning district.

The PB Planned Business District is primarily a commercial district intended to permit, with Township approval, private and/or public development in a coordinated and cohesive arrangement which may be more difficult to achieve under more conventional, piecemeal development designed to conform with standard zoning requirements. It is further intended that the PB District be located along major thoroughfares, such as M-59.

On January 27, 2026, the applicant submitted a revised Sheet C-3.0 of the preliminary site plan. The revision is in response to feedback from both the Planning Commission and Township Board regarding the originally proposed access drive on Bogie Lake Road. Per that feedback, the applicant has rotated the site layout to allow for sole access from Audbon Drive. The applicant has submitted this initial layout for cursory review in preparation for final site plan review to be conducted by the Planning Commission at a future meeting.

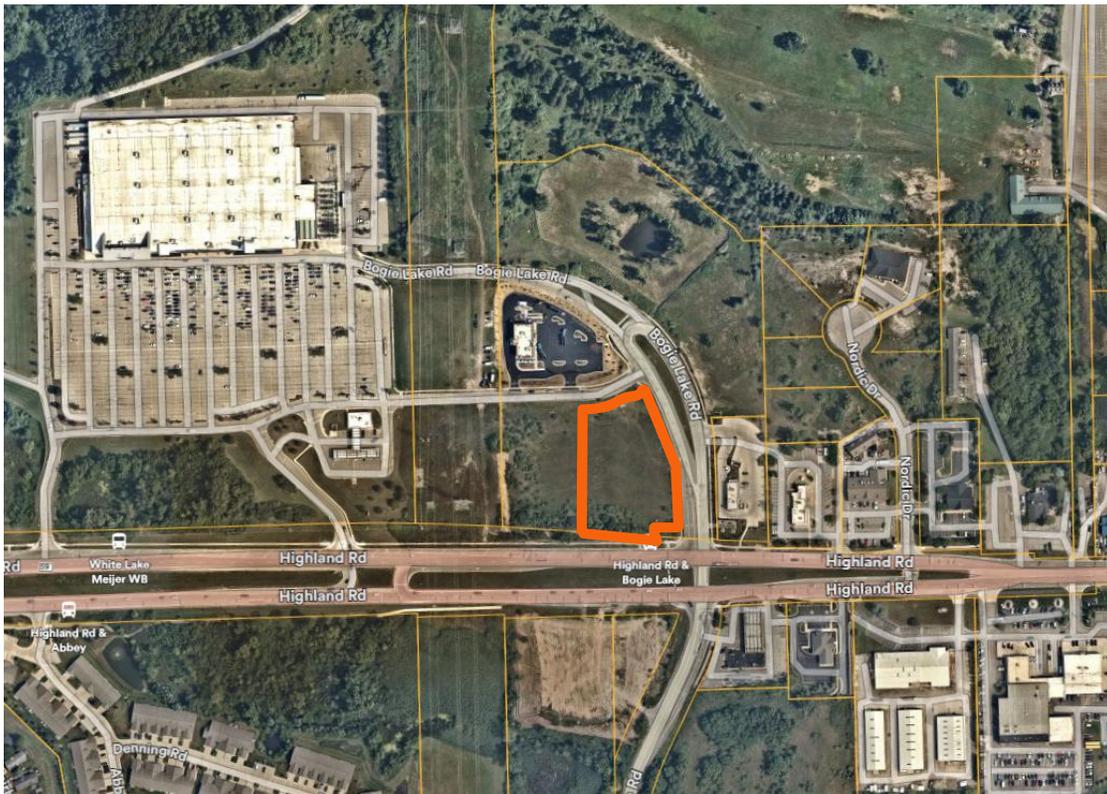
This memo provides a review of the proposed drive's location and any potential standards that would apply to the site as it is currently presented.

Benjamin R. Carlisle, *President* John L. Enos, *Vice President* Douglas J. Lewan, *Principal*
David Scurto, *Principal* Sally M. Elmiger, *Principal* R. Donald Wortman, *Principal* Craig Strong, *Principal*
Paul Montagno, *Principal* Megan Masson-Minock, *Principal* Laura Kreps, *Senior Associate*
Richard K. Carlisle, *Past President/Senior Principal*

SITE DESCRIPTION

Lot Area:	1.88 gross acres (81,920 square feet)
Frontage:	Approx. 384 feet along Bogie Lake / Approx. 193 feet along Highland Road (M-59) - Proposed
Address:	6001 Highland Road
Current Use:	Vacant

Aerial image of the site



Source: NearMap July 2025

The revised Sheet C-3.0 no longer delineates the proposed new western lot line. This will need to be clearly defined on the final site plan.

Item to be Addressed: *The revised Sheet C-3.0 no longer delineates the proposed new western lot line. This will need to be clearly defined on the final site plan.*

AREA, WIDTH, HEIGHT, SETBACKS

Lot calculations and setbacks are provided on Sheet C-3.0. Standard bulk and lot regulations for the PB zoning district are set forth in Section 3.1.16 and Section 3.11.

Planned Business District Standards

Planned Business	Required	Proposed PB	Compliant
Building Setbacks			
Front	60 feet	68.72 feet (M-59) 50 feet (Bogie Lake Road) 143.78 feet (Audbon Drive)	No / Bogie Lake Road
Side	TBD	131.01 feet	TBD
Rear	N/A	N/A	N/A
Wetland	N/A	N/A	N/A
Building Height			
	35 feet or 2 stories	22.5 feet / 1 story	Yes
Lot Standards			
Minimum Lot Area	10 acres	1.88 gross acres	No (see note below)
Minimum Lot Width	TBD	193 feet (M-59)	TBD
Maximum Lot Coverage	TBD	7.65%	TBD
Maximum Depth to Width	4 to 1	Less than 4 to 1	Yes

The building encroaches the 60 foot setback from Bogie Lake Road. Given the property’s designation as PB, Planned Business, the Planning Commission may provide a waiver from this requirement.

A minimum lot area of 10 acres is required in the PB District. While the lot area does not meet the minimum requirement, the Meijer outlots were contemplated at the time of the initial development. A waiver from the minimum area requirement is not necessary.

Per Section 3.11.D, the site has three front yards.

Items to be Addressed: Planning Commission to consider a waiver to allow the front yard setback along Bogie Lake Road to be 50 feet instead of the required 60 feet.

ACCESS & CIRCULATION

Vehicle Access & Circulation

Access to public roads in the Township are either the jurisdiction on Michigan Department of Transportation (MDOT) or Road Commission of Oakland County (RCOC). The Planning Commission may waive standards for access per Section 6.4.F however permits will be required from RCOC for the proposed access points. Below is a review of the proposed access points per the standards of the zoning ordinance.

The shared access drive proposed with the retail development directly west of the car wash is no longer shown on Sheet C-3.0. It should be clarified in the final site plan if such a connection is still sought. If so, it should be shown on the plan along with documentation the neighboring development is agreeable to

implementing the connection. If cross connection is sought by both property owners, a revised site plan will be required for parcel ID 12-20-276-035.

Bogie Lake Intersection

The Bogie Lake access drive is no longer proposed.

Audbon Road Intersection

The driveway at Audbon Road eliminates the potential safety concerns expressed during preliminary site plan review regarding traffic attempting to enter the site from Bogie Lake Road in proximity to the M-59 intersection.

The distance the proposed drive is from the Bogie Lake Road / Audbon Road intersection as well as all same side and opposite side access drives should be added to the plan. Automobile wash access drives are to be at least 100 feet from road intersections. Section 6.4.C provides standards for drive distances from same side and opposite side drives.

The width of the two-way drive should be added to the site plan to ensure conformance with Section 6.4.C.vii.

Non-Motorized Access and Circulation

Sections 5.20 and 5.21 provide requirements for site sidewalks and pathways. Existing sidewalks run along Highland Road (M-59) and Bogie Lake road. The widths of these walkways are not provided. The applicant shall be required to repair/replace any broken sections of concrete within the frontage sidewalks adjacent to the site along Bogie Lake Road and Highland Road (M-59), as determined by the Township Engineering Consultant. The applicant response letter dated October 15, 2025 acknowledges this responsibility.

The dimensions of the sidewalk along Audbon drive should be added to the site plan. The current placement of the sidewalk is not within the right of way. This will require easements granted to the Township. The sidewalk's termination at the west lot line does not align with the neighboring development's approved site plan from December of 2024. This should be corrected at final site plan.

Items to be Addressed:

- 1) *Township Engineering concerns.*
- 2) *Township Public Safety concerns.*
- 3) *The shared access drive proposed with the retail development directly west of the car wash is no longer shown on Sheet C-3.0. It should be clarified in the final site plan if such a connection is still sought. If so, it should be shown on the plan along with documentation the neighboring development is agreeable to implementing the connection. If cross connection is sought by both property owners, a revised site plan will be required for parcel ID 12-20-276-035.*
- 4) *The distance the proposed drive is from the Bogie Lake Road / Audbon Road intersection as well as all same side and opposite side access drives should be added to the plan. Automobile wash access drives are to be at least 100 feet from road intersections. Section 6.4.C provides standards for drive distances from same side and opposite side drives.*

- 5) *The width of the two-way drive should be added to the site plan to ensure conformance with Section 6.4.C.vii.*
- 6) *The dimensions of the sidewalk along Audbon drive should be added to the site plan.*
- 7) *The current placement of the sidewalk along Audbon is not within the right of way. This will require easements granted to the Township.*
- 8) *The sidewalk's termination at the west lot line does not align with the neighboring development's approved site plan from December of 2024. This should be corrected at final site plan.*

PARKING & LOADING

Section 5.11 outlines requirements for off-street parking. Automobile car wash is required to have one spot for each employee plus stacking spaces as indicated in 5.11.M.i in the Zoning Ordinance, which requires seven times the maximum capacity of the auto wash. Sheet C-3.0 shows that there are five spaces for internal washed cars thus requiring 35 stacking spaces.

The applicant has provided four employee parking spaces, 32 stacking spaces prior to entering the car wash, and two stacking spaces for exiting the car wash. There will also be 26 vacuum spaces of which one will be handicap accessible. 35 stacking spaces are required so a waiver is required to accommodate the new layout.

There will be one loading space at the south side of the parking lot that will be 10 feet wide and 50 feet long. This meets the requirements of Section 5.11.P.i. in the Zoning Ordinance.

Items to be Addressed: *Planning Commission will need to consider the waiver to allow for 32 parking spaces instead of the required 35.*

ESSENTIAL SERVICES & UTILITIES

The site is served by water or sewer. Sheet C-6.0 provides a preliminary utility layout. Section 4.11.D requires site drainage to be designed in a manner that does not create runoff into neighboring properties or roadways. We defer to township engineering to assess the proposed utility systems.

No circulation plan was provided for emergency vehicles. We defer to Township Public Safety to determine the feasibility of site design and hydrant placement.

Items to be Addressed:

- 1) *Any cited concerns of Township Engineering.*
- 2) *Any cited concerns of Township Public Safety.*

ARCHITECTURE & LAYOUT

No elevations were provided with the revised layout however the requirements of Section 6.8.E should be referenced when adjusting façade materials.

Garage doors are not permitted to face streets. The Planning Commission will need to consider a waiver for the north and south façade garage doors.

Items to be Addressed:

- 1) *Planning Commission to consider waiving the prohibition of garage doors facing Highland Road and Audbon Drive and M-59.*

SUMMARY

The revised layout addressed the access concerns related to the original Bogie Lake Road access drive however, the final site plan will need to account for the revised layout as it relates to other standards including landscaping, architecture, parking, lighting, and other items noted in this review.

Other items be addressed and/or waivers may be identified during final site plan review.

Waivers / Modifications / Determinations

- 1) *Planning Commission to consider a waiver to allow the front yard setback along Bogie Lake Road to be 50 feet instead of the required 60 feet.*
- 2) *Planning Commission will need to consider the waiver to allow for 32 parking spaces instead of the required 35.*
- 3) *Planning Commission to consider waiving the prohibition of garage doors facing Highland Road and Audbon Drive and M-59.*

Items to be addressed at Final Site Plan Review

- 1) *Western lot line modification approval will be required for final site plan approval and may require a modified site plan for the development directly west of the site.*
- 2) *Township Engineering concerns.*
- 3) *Township Public Safety concerns.*
- 4) *The Applicant shall be required to repair/replace any broken sections of concrete within the frontage sidewalks adjacent to the site along Bogie Lake Road and Highland Road (M-59), as determined by the Township Engineering Consultant.*
- 5) *The shared access drive proposed with the retail development directly west of the car wash is no longer shown on Sheet C-3.0. It should be clarified in the final site plan if such a connection is still sought. If so, it should be shown on the plan along with documentation the neighboring development is agreeable to implementing the connection. If cross connection is sought by both property owners, a revised site plan will be required for parcel ID 12-20-276-035.*
- 6) *The distance the proposed drive is from the Bogie Lake Road / Audbon Road intersection as well as all same side and opposite side access drives should be added to the plan. Automobile wash access drives are to be at least 100 feet from road intersections. Section 6.4.C provides standards for drive distances from same side and opposite side drives.*
- 7) *The width of the two-way drive should be added to the site plan to ensure conformance with Section 6.4.C.vii.*

Jax Car Wash / Planned Business Review

Preliminary Site Plan Review / Second Revision

January 29, 2026

- 8) *The dimensions of the sidewalk along Audbon drive should be added to the site plan.*
- 9) *The current placement of the sidewalk along Audbon is not within the right of way. This will require easements granted to the Township.*
- 10) *The sidewalk's termination at the west lot line does not align with the neighboring development's approved site plan from December of 2024. This should be corrected at final site plan.*
- 11) *A draft development agreement will be required during final site plan review.*

Respectfully,



CARLISLE/WORTMAN ASSOC., INC.
Matteo Passalacqua
Community Planner

CHARTER TOWNSHIP OF WHITE LAKE
DRAFT Minutes of the Regular Board of Trustees Meeting
December 16, 2025

CALL TO ORDER

Supervisor Kowall called the meeting to order at 6:30 P.M. He led the Pledge of Allegiance.

ROLL CALL

Clerk Noble called the Roll:

Present:

Rik Kowall, Supervisor
Mike Roman, Treasurer
Anthony L. Noble, Clerk
Steve Anderson, Trustee
Andrea Voorheis, Trustee
Liz Smith, Trustee

Absent:

Scott Ruggles, Trustee

Also Present:

Sean O'Neil, Community Development Director
Aaron Potter, Director of DPS
J. David Feitchner, Fire Chief
Michael Leuffgen, DLZ
Lisa Hamameh, Township Attorney
Hannah Kennedy-Galley, Recording Secretary

APPROVAL OF AGENDA

It was **MOVED** by Clerk Noble, seconded by Trustee Anderson to approve the agenda as presented. The motion carried with a voice vote: (6 yes votes).

PUBLIC COMMENT

Police Chaplin Chris Todd offered praise and gave thanks to the Township leadership and public safety members who serve.

CONSENT AGENDA

- A. REVENUE AND EXPENSES
- B. CHECK DISBURSEMENTS
- C. BUDGET AMENDMENTS
- D. DEPARTMENT REPORT - POLICE
- E. DEPARTMENT REPORT - FIRE
- F. DEPARTMENT REPORT - COMMUNITY DEVELOPMENT
- G. DEPARTMENT REPORT - TREASURER
- H. COMMISSION AND COMMITTEE REAPPOINTMENTS

I. UPDATE TO DUBLIN SENIOR CENTER POLICIES AND PROCEDURES - CODE OF CONDUCT

It was MOVED by Clerk Noble, seconded by Treasurer Roman to approve the consent agenda as presented. The motion carried with a voice vote: (6 yes votes).

MINUTES

- A. APPROVAL OF MINUTES - SPECIAL BOARD MEETING, NOVEMBER 4, 2025
- B. APPROVAL OF MINUTES - REGULAR BOARD MEETING, NOVEMBER 18, 2025

It was MOVED by Trustee Voorheis, seconded by Trustee Anderson to approve the minutes of November 4, 2025, and the minutes of November 18, 2025, as presented. The motion carried with a voice vote: (6 yes votes).

NEW BUSINESS

- A. REQUEST APPROVAL OF PLANNED DEVELOPMENT AGREEMENT – AVALON

Director O'Neil reviewed the agreement and its waivers with the Board.

Attorney Hamameh added there will be minor changes to the document before it is finalized.

Trustee Voorheis asked for details about the maintenance portion of the dog park.

Director O'Neil stated that the Township will be maintaining it, but there is language in the PDA that would direct the developer to maintain the park if the Township failed to. The park will be built out and turned over to the Township as a deed and dedicated Township park.

Trustee Smith stated that while she was previously opposed to the project, she did like the offering of the dog park since it has been frequently asked for amenity from the residents. She wanted to know if there would be a play structure included in the park as well.

Mark Kassab, 31550 Northwestern Highway, project developer, said there aren't details for the park design yet, but stated he would like to meet with the Parks and Recreation Committee to discuss the design. He is open to working with the Township on the park's vision. He added the park will ultimately benefit all.

It was MOVED by Treasurer Roman, seconded by Clerk Noble, to approve the Avalon PDA subject to attorney review, and to authorize the Township elected officials to execute the document. The motion carried with a roll call vote: (6 yes votes) (Smith/yes, Noble/yes, Kowall/yes, Roman/yes, Anderson/yes, Voorheis/yes).

- B. PRELIMINARY SITE PLAN APPROVAL – JAX KAR WASH

Director O'Neil briefly reviewed the applicant's request with the Board and added the Planning Commission wanted something done to revise the driveway. He added that the project engineer has

provided a new plan with the addition of a one way in, one way out “pork chop” on the driveway entrance, which was presented this evening.

The Board shared their concerns about the safety of the driveway location.

Todd Gessund, owner and Jim Butler, PEA Group, were present. Mr. Butler said the RCOC did not want a full access in that location, and suggested a “right in, right out only” porkchop. The porkchop will be pushed 25’ north of the island and be reinforced with curbing. Shifting the site would not work well due to the topography and cross access with the adjacent out lot.

Clerk Noble stated he is opposed to the project due to safety concerns, and the adjacent outlet’s project has not been approved.

Supervisor Kowall stated the plan provided tonight is better than the previous version, but there needs to be more done for safety concerns.

Trustee Smith offered multiple suggestions to reconfiguring the entrance and exit points.

Treasurer Roman said he agrees with the Board and supports moving the entrance/exit north.

It was MOVED by Supervisor Kowall, seconded by Trustee Smith to postpone the preliminary site plan for Jax Kar Wash. The motion carried with a voice vote: (6 yes votes).

Clark Koby, owner of Wash Me Car Wash, spoke in opposition to a new car wash. He shared concerns about safety at the intersection.

Trustee Smith stated in response to Mr. Koby’s letter she wants to clarify that she does not drive a Township vehicle and does not get free car washes. She added that the Board does not decide what comes to the Township. The Township does not build car washes or other establishments. She indicated the Township Board does have the authority to limit similar uses by proximity, and she would like the Board to give that consideration.

Clerk Noble said the Township does pay to wash its vehicles but has used Wash Me Car Wash before. He added he supports local business.

C. REQUEST TO APPROVE OAKLAND COUNTY WATER RESOURCES COMMISSION SEWER SYSTEM OPERATION AND MAINTENANCE AGREEMENT

Supervisor Kowall said Commerce Township is no longer using OWRC to operate their sewer system.

Director Potter added the Township has a good working relationship with the County. Commerce Township is not moving forward with the County and will be working with a different company. Commerce Township has not notified the Township of this change. Director Potter stated he did not

want to have a breach in operational contracts, and the agreement has been reviewed by Township attorneys.

Treasurer Roman stated at this point, there is no reason to make a change and work with another company.

It was MOVED by Supervisor Kowall, seconded by Clerk Noble, to approve the draft of Charter Township of White Lake Sewer System Operating Agreement subject to attorney review and to be executed by the Township Supervisor and the Township Clerk. The motion carried with a voice vote: (6 yes votes).

D. REQUEST TO APPROVE NEW POSITION; DEPUTY FIRE CHIEF

Chief Feichtner stated he reviewed the impact and goal of this position after the last Board meeting. This role will support the goals and mission of the Fire Department, as well as aid with onsite training. This role will also help the Department meet new ISO and State legislative requirements.

Treasurer Roman asked for clarification of the ISO rating. Chief Feichtner explained the rating and said the lower the number the better. He stated he thinks he can drop the Township's rating two points.

Treasurer Roman said that equates to approximately 1.2 million dollars in homeowner's insurance savings throughout the Township. He stated he is in support of the position, and it would be beneficial for the Township.

Supervisor Kowall clarified that the position is an at-will, non-union position. There currently isn't an employee in the Fire Department that has a dedicated role in completing regulatory tasks and requirements. He supports it.

Trustee Anderson shared his support for Chief's Feichtner's detailed cost analysis. He asked the Fire Chief if he had prior experience using this as the basis for financial savings. Chief Feichtner stated yes and explained in detail a prior formula used in ALS transport. He stated the industry cost recovery is in the seventy percent range. The Chief indicated that he believes this is attainable with proper oversight.

Trustee Voorheis thanked Chief Feichtner for his handout and asked if this position will bring have training responsibilities. Chief Feichtner said that some of the job qualifications are specific to being able to bring a qualified candidate in to do training in-house. He hopes to eliminate 90 percent of outside training.

Trustee Voorheis supports the in-house training as she has seen a reduction in overtime at her own part-time nonprofit job. She asked specifically how this will affect overtime from shift work.

Chief Feichtner explained how the training will be taken to each shift to avoid overtime.

It was **MOVED** by Treasurer Roman, seconded by Trustee Smith to approve the Deputy Fire Chief position. The motion carried with a voice vote: (6 yes votes).

- E. RESOLUTION #25-042; IMPOSING A TEMPORARY MORATORIUM ON THE EXPENDITURE OF PUBLIC FUNDS FOR THE CONSTRUCTION, IMPROVEMENT AND MAINTENANCE OF PRIVATE ROADS

Attorney Hamameh clarified that the resolution clarifies that the Township does not use public funds to pay for private roads; The Township fund the repairs and then the money is repaid back through SADs.

It was **MOVED** by Clerk Noble, seconded by Treasurer Roman, to approve Resolution #25-042, Imposing a Temporary Moratorium on The Expenditure of Public Funds for Construction, Improvement and Maintenance of Private Roads. The motion carried with a voice vote: (6 yes votes).

- F. REQUEST TO APPROVE FIRE WORKS PERMIT - ALPINE VALLEY

It was **MOVED** by Supervisor Kowall, seconded by Trustee Voorheis to approve the fireworks permit for Alpine Valley. The motion carried with a voice vote: (6 yes votes).

FYI - CIVIC CENTER UPDATE

Supervisor Kowall stated grinder stations are at both buildings, and mechanical work is underway at both buildings. The roof panels are being installed at Township Hall.
Supervisor Kowall stated Stanley Park is open for foot traffic only at this time. The Township also received a \$500,000 award for the Stanley Park Phase Two construction.

TRUSTEE COMMENTS

Trustee Voorheis thanked the Township and staff who participated in this year's Tree Lighting ceremony. She wished everyone a great holiday season.

Trustee Smith also thanked everyone who participated in the Tree Lighting ceremony. She said the library wrapped up its 50th anniversary last week with another event and that the Friends of the Library had a successful book sale. She said the Township luncheon was lovely and she thanked Pastor Todd. She said the inside of Township Hall is coming along; workstations, carpet and paint have been selected. She wished all a Merry Christmas, Happy Hannukah and a Happy New Year.

Trustee Anderson stated the Lakes Area Chamber of Commerce will have their ball on January 23, 2026. Huron Valley will have a ribbon cutting ceremony to celebrate their new multipurpose room on January 12, 2026. The ZBA met last week and heard two cases; one was approved and the other was postponed. He wished all to a Merry Christmas.

Treasurer Roman thanked all who watched the meeting tonight and wished a Merry Christmas to all.

Clerk Noble wished all a Merry Christmas, Happy Hannukah, and to stay safe.

Supervisor Kowall shared that the Township's Can the Halls drive benefits local Township residents. He thanked Chief Keller and the Explorers group for their canned food drive to add to the Township's bounty. He thanked Kelly and Jodi for their work putting on the Tree Lighting ceremony. He wished all a happy holiday season.

CLOSED SESSION

- A. APPROVAL TO RECESS INTO CLOSED SESSION TO CONSIDER ATTORNEY/CLIENT PRIVILEGED COMMUNICATIONS IN ACCORDANCE WITH MCL 15.268(1)(h)

It was **MOVED** by Supervisor Kowall, seconded by Trustee Smith to recess into closed session at 8:04 P.M. The motion carried with a roll call vote: (6 yes votes) (Kowall/yes, Roman/yes, Noble/yes, Smith/yes, Anderson/yes, Voorheis/yes).

It was **MOVED** by Supervisor Kowall, seconded by Treasurer Roman to return to open session at 8:24 P.M. The motion carried with a voice vote: (6 yes votes).

ADJOURNMENT

It was **MOVED** by Supervisor Kowall, seconded by Trustee Voorheis to adjourn at 8:25 P.M. The motion carried with a voice vote: (6 yes votes).

Rik Kowall, Supervisor
Charter Township of White Lake

Anthony L. Noble, Clerk, MiPMC
Charter Township of White Lake



Connect. Build. Thrive.

February 3, 2026

Sean O' Neil
Community Development Department
Charter Township of White Lake
7525 Highland Road
White Lake, Michigan 48383

RE: Jax Kar Wash- Preliminary Site Plan Review – 3rd Review

Ref: DLZ No. 2545-7861-10

Design Professional: PEA Group

Dear Mr. O' Neil,

Our office has performed a Preliminary Site Plan review for the above-mentioned revised plan dated December 23, 2025. **We note that the current submittal consists of a single plan sheet (Sheet C-3.0). A complete Preliminary Site Plan set was not provided.** The plan was reviewed for feasibility based on general conformance with the Township Engineering Design Standards.

General Site Information

This 1.88 acre site is located at the northwest corner of M-59 and Bogie Lake Road.

Site Improvement Information:

- Construction of an approximately 5,555 sf manned car wash.
- Associated paved and curbed parking area, including an ADA parking space.
- Water and sanitary sewer service.
- Storm water management facilities.

The following items should be noted with respect to Planning Commission review:

Please note that comments from our October 30, 2025 review are in *italics*. Responses to those comments are in **bold**. New comments are in standard font.

- The plan shows that the western lot line is to be moved further east. Has this property transfer and updated property legal description been done and recorded with Oakland County? We defer to the Township regarding this item. We note that the property line shift and transfer of property to the adjacent parcel to the west will impact whether Jax will need to grant an off-site easement to the proposed Panera Bread (property to the west) for placement of a portion of Panera's parking on the Jax property. It will also impact the legal description for an access easement across the Jax southern*

- drive (see below Comment c) for Panera's benefit. **Comment remains. Design engineer has noted that the westerly property line is to be reconfigured. Confirmation of the reconfiguration shall be required at the time of Final Engineering Plan submittal.**
- b) *Verify BM elevations for BMs 300 and 301. The elevations for these two benchmarks are approximately 2' higher than the identical benchmarks shown on the previous Cosmo's Car Wash plan for this parcel.* **Comment partially addressed. Design engineer has stated that the benchmarks for the former Cosmo's Car Wash had incorrect descriptions. Please place a PS seal and signature on Sheet C-1.0 as certification that a PS has prepared and reviewed the topographic survey.**
- c) *An access easement for the southern drive from the western property line drive connection to Bogie Lake Road will need to be provided/shown on the plan. Comment remains. A 27' wide easement is now shown on the plan. Provide easement document and exhibit at time of FEP submittal.* **Comment rescinded. The current plan Sheet C-3.0 shows that the location of the entrance to the site has been changed to Audbon Drive. Additionally, no east/west drive connection is proposed to the property to the west; thus, an access easement is no longer required.**
- d) *The five (5) proposed parking spaces to the south indicate there will be five (5) employees maximum on site at one time. Is this number accurate and does it include persons drying vehicles after they exit the car wash as well as the person at the attendant booth? Does this number include on site management ?* **Comment outstanding. Per design engineer, "Jax Kar Wash operates numerous locations throughout southeastern Michigan, five parking spaces is sufficient for their business operations." We defer to the Township whether the 5 spaces meet Township requirements for number of required employee spaces. We note the current submittal reserves 4 parking spaces for employees and we continue to defer to the Township relative to Township requirements for employee parking.**
- e) *Clarify why the two proposed parking spaces at the SE corner of the vacuum area have bumper blocks shown. Currently curbing is proposed so there would be no need for bumper blocks. We note there is also a bumper block detail shown on Sheet C-9.0. We also note that the architect's exterior rendering showing the ADA space up close, shows bumper blocks. Please check that all plans are consistent with what is intended for parking spaces.* **Comment partially addressed. The bumper blocks have been removed; however, please remove bumper block detail from Sheet C-9.0 and bumper blocks on the architects rendering, as stated in our original above comment.**
- f) *A one way drive to enter the vacuum area with a width of 13' is proposed. Zoning Ordinance 5.11 Q. v. requires a minimum 20' width for one way drives.* **Comment addressed. The one way drive lane is now shown as ~~21'~~20.5'wide. We note that the single lane one way drive into and out of the car wash building is < the required minimum 20' width for one way drives. We defer to the Township regarding this item.**
- g) *Provide fire truck turning radii plan that also demonstrates ingress, internal circulation, and egress of a standard 40' length fire truck on the site.* **Please provide updated Fire truck turning radii plan with the new proposed layout.**
- h) *Add note to plan indicating that applicant/ owner shall repair and /or clean up (a lot of grass growing in between existing sidewalk slabs) any of the existing sidewalks located along property frontages. We note there are several damaged sections of existing sidewalk along the Bogie Lake Road and M-59 frontages.* **Comment partially addressed. Notes regarding the above comment have been**

added to plan Sheet C-3.1; however, move arrow on note for Bogie Lake Road sidewalk. Currently arrow points to Bogie Lake Road.

- i) *We defer to the Township regarding the requirement for sidewalk along Audbon Drive (Reference Zoning Ordinance Sections 5.20 and 5.21). We note that the proposed Panera Bread to the west Preliminary Site Plan showed a proposed sidewalk across their Audbon Drive frontage. **Comment remains. We note that the current submittal shows the sidewalk along Audbon Drive outside of the existing ROW. A sidewalk easement shall be required. In addition, the proposed alignment does not match the location of the approved frontage sidewalk on the property to the west.***
- j) *ADA parking space will need to meet ADA standards in terms of slopes and dimensions; further details will be required at the time of Final Site Plan/Final Engineering Plan submittal. **Comment remains. Slopes and dimensions have been added to the Preliminary Site Plan. Grades shall be reviewed at the time of FSP/FEP submittal.***
- k) *Provide ADA space dimensions in accordance with the requirements of Zoning Ordinance Section 5.11 O. iii. For van access. Dimensions shall be 8' parking space and 8' loading area. Currently a 12' wide space and 5.5' loading zone are shown. **Comment addressed. Van accessible dimensions per Township Zoning Ordinance have been added.***
- l) *Move sidewalk ramp, adjacent to the proposed ADA space, to the north to align with the loading zone. **Comment partially addressed. Please clarify if the northernmost southernmost sidewalk portion is flush with the ADA loading area elevation. The intent for this area regarding the proposed grades and relative to the ramp is not clear. Additional grading will be required on the FEP to confirm compliance with ADA standards.***
- m) *Preliminary grading of the site has been proposed and demonstrates general drainage patterns; a detailed grading review will be performed at time of Final Site Plan/Final Engineering Plan review to ensure positive drainage on entire site. **The previous grading plan showed a significant retaining wall on the north end of the property. The new plan does not show proposed grades to determine if the site will function from a grading standpoint. Future plans will need to show proposed grading for review and approval.***
- n) *An off-site grading and construction easement shall be required for off-site grading to the west. In addition, an off-site grading easement shall be required from Meijer for proposed off-site grading SE of the site. **Comment remains.***
- o) *Sheet C-9.0-Chain Link Fence Detail- We defer to the Township as to whether the fence shall be decorative or whether chain link is acceptable. The fence shall be a minimum of 42" in height. Please reference White Lake Township Engineering Design Standards Section B.6. which states " Any portion of a retaining wall more than 30" high shall have provided at the top of said wall a decorative railing not less than 42"high (non-residential uses) meeting the requirements of Section 1012.3 of the Michigan Building Code." **Comment partially addressed. Fence is now indicated on Sheet C-3.1 to be a 42" high decorative fence. Please remove Chain Link Fence Detail on Sheet C-9.0.***
- p) *Show pre versus post development storm drainage that is being routed to the existing storm sewer structure near the corner of Highland Road and Bogie Lake Road. **Comment addressed. Calculations have been provided, and it has been demonstrated that there is sufficient capacity in the existing storm sewer to accommodate developed flows.***
- q) *The applicant will need to provide information detailing whether this site falls under the Meijer Storm Water Management Facilities Easement, Maintenance Agreement and Lien document or if a new*

agreement will be required for this development. Likely a new agreement will be required and supporting exhibits will need to be provided. **Comment partially addressed. Per the design engineer, the site falls within the Meijer Stormwater Management tributary area. Comment regarding a new agreement is outstanding.**

- r) *Provide details on the FSP/FEP for the water quality units. The units will be required to remove 80% of TSS.* **Comment remains.**
- s) *The proposed north/south storm sewer connecting to existing Catch Basin Ex B is too close to the existing sanitary sewer manhole to the west. A minimum 10' horizontal separation is required.* **Comment addressed. Storm sewer has been adjusted in this area such that there is now 10' horizontal separation between it and the sanitary sewer manhole.**
- t) *The storm sewer between proposed CB2 and CB3 shall be upsized to 18" diameter. Otherwise, a restriction at CB3 will occur.* **Comment addressed. Sewer has been upsized to 18" diameter.**
- u) *Verify rim and invert information for the two existing storm sewer connection points. As built data all show these elevations at approximately 1' higher than those shown on the Jax plan.* **Comment addressed. PEA confirms that the rim and invert elevations provided were field measured by their firm.**
- v) *Show existing 54' wide sanitary sewer easement that is on the Meijer sign property located SE of the Jax site.* **Comment remains. Design engineer states this will be added to the FSP/FEP.**
- w) *The plan shows connection of the proposed sanitary sewer lead to the existing 18" diameter sanitary sewer along the M-59 frontage. The plan shows an existing sanitary sewer lead to the east(invert of approximately 970.00') of the area of the current proposed connection and we question why this lead is not being utilized. The existing 18" sewer is approximately 25' deep at the area where the current connection is proposed and connection to this sewer may result in potential construction trenching too close to the existing road.* **Comment addressed. The proposed sanitary sewer is now shown as connecting to the existing lead.**
- x) *The existing sanitary sewer diameter along M-59 and that which crosses Bogie Lake Road is mislabeled. The sewer diameter is 18". Please revise.* **Comment addressed. Sewer diameter has been revised.**
- y) *Currently a 500 gallon oil/water separator is proposed. Provide support documentation to demonstrate that this size separator will be sufficient to service the proposed car wash operation. In addition, is a water reclamation system proposed? If so, please show on plan. Lastly, is MH Structure A on the plan proposed to be a monitoring MH?* **Comment partially addressed. An internal water reclamation system is proposed. MH Structure A is labeled as a monitoring manhole. Although the design engineer states Jax uses a 500 gallon oil/water separator, provide support documentation for the proposed 500 gallon capacity.**
- z) *Provide cleanouts every 75' for proposed sanitary sewer lead.* **Comment addressed. Cleanouts have been provided.**
- aa) *We defer to the Township Fire Department regarding hydrant coverage.* **Comment remains as a notation.**

- bb) *Sheet C-1.0- Provide diameter of existing watermain along M-59 frontage.* **Comment addressed. Diameter has been provided.**
- cc) *Sheet C-6.0- Public Utility Easement note- Watermain easements shall be 20' wide.* **Comment addressed. Note has been updated.**
- dd) *Sheet C-6.0-Refer To section- None of these notes, design, or details are shown on Sheet C-9.0.* **Comment addressed. The note has been removed from this sheet.**
- ee) *Sheet C-3.0-Add dimensions for standard parking spaces, ADA space and associated loading zone, drive widths, sidewalk adjacent to proposed building , and sidewalk along Audbon Drive.*

Recommendation

With the current submittal, only one sheet (Sheet C-3.0) of the Preliminary Site Plan was provided. The new layout raised some questions that have not been answered on the one-page submittal but will need to be addressed with a future complete plan submittal. Most significantly the proposed grading and fire truck movements will need to be shown to demonstrate engineering feasibility. Comments that were previously made regarding plan sheets that were not included with this submittal have remained on this letter and will also need to be addressed on future submittals.

Please feel free to contact our office should you have any questions.

Sincerely,

DLZ Michigan



Michael Leuffgen, P.E.
Department Manager



Victoria Loemker, P.E.
Senior Engineer

Cc: David Waligora, Community Development, White Lake Township, *via email*
Hannah Kennedy-Galley, Community Development, White Lake Township, *via email*
Paige Myers, Community Development, White Lake Township, *via email*
Aaron Potter, DPS Director, White Lake Township, *via email*
Jason Hanifen, Fire Marshall, White Lake Township, *via email*
Nick Spencer, Building Official, White Lake Township, *via email*
Matteo Passalacqua, Carlisle Wortman, *via email*



Carlisle | Wortman

ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

January 29, 2026

Preliminary Site Plan / Planned Business Review for White Lake Charter Township, Michigan

Applicant:	BMW KAR WASH, LLC
Project Name:	JAX Car Wash (Meijer Outlot)
Plan Date:	September 10, 2025
First Revision	October 9, 2025
Second Revision	December 23, 2025
Location:	Northwest corner of Bogie Lake Road and Highland Road (M-59) Parcel ID: 12-20-276-034
Action Requested:	Preliminary Site Plan / Planned Business Approval

PROJECT NARRATIVE

The applicant is requesting preliminary site plan approval to construct a 5,555 sqft automobile wash establishment (car wash) in an outlot of the Meijer Planned Business district. Automobile wash establishments are principal permitted uses in the PB zoning district.

The PB Planned Business District is primarily a commercial district intended to permit, with Township approval, private and/or public development in a coordinated and cohesive arrangement which may be more difficult to achieve under more conventional, piecemeal development designed to conform with standard zoning requirements. It is further intended that the PB District be located along major thoroughfares, such as M-59.

On January 27, 2026, the applicant submitted a revised Sheet C-3.0 of the preliminary site plan. The revision is in response to feedback from both the Planning Commission and Township Board regarding the originally proposed access drive on Bogie Lake Road. Per that feedback, the applicant has rotated the site layout to allow for sole access from Audbon Drive. The applicant has submitted this initial layout for cursory review in preparation for final site plan review to be conducted by the Planning Commission at a future meeting.

This memo provides a review of the proposed drive's location and any potential standards that would apply to the site as it is currently presented.

Benjamin R. Carlisle, *President* John L. Enos, *Vice President* Douglas J. Lewan, *Principal*
David Scurto, *Principal* Sally M. Elmiger, *Principal* R. Donald Wortman, *Principal* Craig Strong, *Principal*
Paul Montagno, *Principal* Megan Masson-Minock, *Principal* Laura Kreps, *Senior Associate*
Richard K. Carlisle, *Past President/Senior Principal*

SITE DESCRIPTION

Lot Area:	1.88 gross acres (81,920 square feet)
Frontage:	Approx. 384 feet along Bogie Lake / Approx. 193 feet along Highland Road (M-59) - Proposed
Address:	6001 Highland Road
Current Use:	Vacant

Aerial image of the site



Source: NearMap July 2025

The revised Sheet C-3.0 no longer delineates the proposed new western lot line. This will need to be clearly defined on the final site plan.

Item to be Addressed: *The revised Sheet C-3.0 no longer delineates the proposed new western lot line. This will need to be clearly defined on the final site plan.*

AREA, WIDTH, HEIGHT, SETBACKS

Lot calculations and setbacks are provided on Sheet C-3.0. Standard bulk and lot regulations for the PB zoning district are set forth in Section 3.1.16 and Section 3.11.

Planned Business District Standards

Planned Business	Required	Proposed PB	Compliant
Building Setbacks			
Front	60 feet	68.72 feet (M-59) 50 feet (Bogie Lake Road) 143.78 feet (Audbon Drive)	No / Bogie Lake Road
Side	TBD	131.01 feet	TBD
Rear	N/A	N/A	N/A
Wetland	N/A	N/A	N/A
Building Height			
	35 feet or 2 stories	22.5 feet / 1 story	Yes
Lot Standards			
Minimum Lot Area	10 acres	1.88 gross acres	No (see note below)
Minimum Lot Width	TBD	193 feet (M-59)	TBD
Maximum Lot Coverage	TBD	7.65%	TBD
Maximum Depth to Width	4 to 1	Less than 4 to 1	Yes

The building encroaches the 60 foot setback from Bogie Lake Road. Given the property’s designation as PB, Planned Business, the Planning Commission may provide a waiver from this requirement.

A minimum lot area of 10 acres is required in the PB District. While the lot area does not meet the minimum requirement, the Meijer outlots were contemplated at the time of the initial development. A waiver from the minimum area requirement is not necessary.

Per Section 3.11.D, the site has three front yards.

Items to be Addressed: *Planning Commission to consider a waiver to allow the front yard setback along Bogie Lake Road to be 50 feet instead of the required 60 feet.*

ACCESS & CIRCULATION

Vehicle Access & Circulation

Access to public roads in the Township are either the jurisdiction on Michigan Department of Transportation (MDOT) or Road Commission of Oakland County (RCOC). The Planning Commission may waive standards for access per Section 6.4.F however permits will be required from RCOC for the proposed access points. Below is a review of the proposed access points per the standards of the zoning ordinance.

The shared access drive proposed with the retail development directly west of the car wash is no longer shown on Sheet C-3.0. It should be clarified in the final site plan if such a connection is still sought. If so, it should be shown on the plan along with documentation the neighboring development is agreeable to

implementing the connection. If cross connection is sought by both property owners, a revised site plan will be required for parcel ID 12-20-276-035.

Bogie Lake Intersection

The Bogie Lake access drive is no longer proposed.

Audbon Road Intersection

The driveway at Audbon Road eliminates the potential safety concerns expressed during preliminary site plan review regarding traffic attempting to enter the site from Bogie Lake Road in proximity to the M-59 intersection.

The distance the proposed drive is from the Bogie Lake Road / Audbon Road intersection as well as all same side and opposite side access drives should be added to the plan. Automobile wash access drives are to be at least 100 feet from road intersections. Section 6.4.C provides standards for drive distances from same side and opposite side drives.

The width of the two-way drive should be added to the site plan to ensure conformance with Section 6.4.C.vii.

Non-Motorized Access and Circulation

Sections 5.20 and 5.21 provide requirements for site sidewalks and pathways. Existing sidewalks run along Highland Road (M-59) and Bogie Lake road. The widths of these walkways are not provided. The applicant shall be required to repair/replace any broken sections of concrete within the frontage sidewalks adjacent to the site along Bogie Lake Road and Highland Road (M-59), as determined by the Township Engineering Consultant. The applicant response letter dated October 15, 2025 acknowledges this responsibility.

The dimensions of the sidewalk along Audbon drive should be added to the site plan. The current placement of the sidewalk is not within the right of way. This will require easements granted to the Township. The sidewalk's termination at the west lot line does not align with the neighboring development's approved site plan from December of 2024. This should be corrected at final site plan.

Items to be Addressed:

- 1) *Township Engineering concerns.*
- 2) *Township Public Safety concerns.*
- 3) *The shared access drive proposed with the retail development directly west of the car wash is no longer shown on Sheet C-3.0. It should be clarified in the final site plan if such a connection is still sought. If so, it should be shown on the plan along with documentation the neighboring development is agreeable to implementing the connection. If cross connection is sought by both property owners, a revised site plan will be required for parcel ID 12-20-276-035.*
- 4) *The distance the proposed drive is from the Bogie Lake Road / Audbon Road intersection as well as all same side and opposite side access drives should be added to the plan. Automobile wash access drives are to be at least 100 feet from road intersections. Section 6.4.C provides standards for drive distances from same side and opposite side drives.*

- 5) *The width of the two-way drive should be added to the site plan to ensure conformance with Section 6.4.C.vii.*
- 6) *The dimensions of the sidewalk along Audbon drive should be added to the site plan.*
- 7) *The current placement of the sidewalk along Audbon is not within the right of way. This will require easements granted to the Township.*
- 8) *The sidewalk's termination at the west lot line does not align with the neighboring development's approved site plan from December of 2024. This should be corrected at final site plan.*

PARKING & LOADING

Section 5.11 outlines requirements for off-street parking. Automobile car wash is required to have one spot for each employee plus stacking spaces as indicated in 5.11.M.i in the Zoning Ordinance, which requires seven times the maximum capacity of the auto wash. Sheet C-3.0 shows that there are five spaces for internal washed cars thus requiring 35 stacking spaces.

The applicant has provided four employee parking spaces, 32 stacking spaces prior to entering the car wash, and two stacking spaces for exiting the car wash. There will also be 26 vacuum spaces of which one will be handicap accessible. 35 stacking spaces are required so a waiver is required to accommodate the new layout.

There will be one loading space at the south side of the parking lot that will be 10 feet wide and 50 feet long. This meets the requirements of Section 5.11.P.i. in the Zoning Ordinance.

Items to be Addressed: *Planning Commission will need to consider the waiver to allow for 32 parking spaces instead of the required 35.*

ESSENTIAL SERVICES & UTILITIES

The site is served by water or sewer. Sheet C-6.0 provides a preliminary utility layout. Section 4.11.D requires site drainage to be designed in a manner that does not create runoff into neighboring properties or roadways. We defer to township engineering to assess the proposed utility systems.

No circulation plan was provided for emergency vehicles. We defer to Township Public Safety to determine the feasibility of site design and hydrant placement.

Items to be Addressed:

- 1) *Any cited concerns of Township Engineering.*
- 2) *Any cited concerns of Township Public Safety.*

ARCHITECTURE & LAYOUT

No elevations were provided with the revised layout however the requirements of Section 6.8.E should be referenced when adjusting façade materials.

Garage doors are not permitted to face streets. The Planning Commission will need to consider a waiver for the north and south façade garage doors.

Items to be Addressed:

- 1) *Planning Commission to consider waiving the prohibition of garage doors facing Highland Road and Audbon Drive and M-59.*

SUMMARY

The revised layout addressed the access concerns related to the original Bogie Lake Road access drive however, the final site plan will need to account for the revised layout as it relates to other standards including landscaping, architecture, parking, lighting, and other items noted in this review.

Other items be addressed and/or waivers may be identified during final site plan review.

Waivers / Modifications / Determinations

- 1) *Planning Commission to consider a waiver to allow the front yard setback along Bogie Lake Road to be 50 feet instead of the required 60 feet.*
- 2) *Planning Commission will need to consider the waiver to allow for 32 parking spaces instead of the required 35.*
- 3) *Planning Commission to consider waiving the prohibition of garage doors facing Highland Road and Audbon Drive and M-59.*

Items to be addressed at Final Site Plan Review

- 1) *Western lot line modification approval will be required for final site plan approval and may require a modified site plan for the development directly west of the site.*
- 2) *Township Engineering concerns.*
- 3) *Township Public Safety concerns.*
- 4) *The Applicant shall be required to repair/replace any broken sections of concrete within the frontage sidewalks adjacent to the site along Bogie Lake Road and Highland Road (M-59), as determined by the Township Engineering Consultant.*
- 5) *The shared access drive proposed with the retail development directly west of the car wash is no longer shown on Sheet C-3.0. It should be clarified in the final site plan if such a connection is still sought. If so, it should be shown on the plan along with documentation the neighboring development is agreeable to implementing the connection. If cross connection is sought by both property owners, a revised site plan will be required for parcel ID 12-20-276-035.*
- 6) *The distance the proposed drive is from the Bogie Lake Road / Audbon Road intersection as well as all same side and opposite side access drives should be added to the plan. Automobile wash access drives are to be at least 100 feet from road intersections. Section 6.4.C provides standards for drive distances from same side and opposite side drives.*
- 7) *The width of the two-way drive should be added to the site plan to ensure conformance with Section 6.4.C.vii.*

Jax Car Wash / Planned Business Review

Preliminary Site Plan Review / Second Revision

January 29, 2026

- 8) *The dimensions of the sidewalk along Audbon drive should be added to the site plan.*
- 9) *The current placement of the sidewalk along Audbon is not within the right of way. This will require easements granted to the Township.*
- 10) *The sidewalk's termination at the west lot line does not align with the neighboring development's approved site plan from December of 2024. This should be corrected at final site plan.*
- 11) *A draft development agreement will be required during final site plan review.*

Respectfully,



CARLISLE/WORTMAN ASSOC., INC.
Matteo Passalacqua
Community Planner



Fire Department
Charter Township of White Lake

7420 Highland Road
White Lake, MI 48383
Office (248) 698-3993
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Site / Construction Plan Review

To: Sean O'Neil, Planning Department Director

Date: 02-11-2026

Project: Jax Kar Wash

Job #: 25-0885

Date on Plans: 12-23-2025

The Fire Department has the following comments with regards to the review of the revised site plans for the project known as Jax Kar Wash

1. The access drive and parking lot shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all weather driving capabilities.
2. The angle of approach/Departure to and from White Lake roads shall not exceed 8 degrees.
3. The required turning radius shall accommodate the largest Fire Department apparatus (40') and provide a turn radius profile showing apparatus movement on future plans. Needs to be shown throughout the site plan.

Jason Hanifen
Fire Marshal
Charter Township of White Lake
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jhanifen@whitelaketwp.com

Plans are reviewed using the International Fire Code (IFC), 2021 Edition and Referenced NFPA Standards.