

**City of South Lyon
Planning Commission
Regular Meeting Minutes
January 14, 2016**

The meeting was called to order by Mr. Lanam at 7:00 p.m.

Roll Call: Scott Lanam, Chair
Steve Mosier, Commissioner
Keith Bradley, Commissioner
Carol Segal, Commissioner
Jerry Chaundy, Secretary
Jason Rose, Commissioner
Frank Leimbach, Commissioner

Absent: Michele Berry, Commissioner, Excused
Wayne Chubb, Commissioner, Excused

Guests: 3

Also Present: Tim Wilhelm, City Attorney
Kelly McIntyre, Director of Community and Economic Development
Carmen Avantini, Planning Consultant
Judy Pieper, Deputy City Clerk/Treasurer

Approval of Agenda

Motion by Mosier, Second by Chaundy

Voice Vote: Ayes: Unanimous

Nays: None

Motion Approved

Approval of Meeting Minutes

Commissioner Mosier noted minute corrections to change date from December 25, 2015, to Thursday, December 24, 2015.

Motion by Chaundy, Second by Leimbach

Voice Vote: Ayes: Unanimous

Nays: None

Motion Approved

Public Comments (non-agenda items)

Carl Richards, 390 Lenox, stated that there is too much negativity at the council meetings. He also brought to attention that Chairman Lanam's term is expiring on 3-1-2016 and adds he is doing an excellent job. Mr. Richards also adds that he has given paperwork to Council Member Harvey Wedell bringing to his attention that 14 other members of different commissions and boards will be expiring this year. He noted concern on the Thomasville Condominium Development after walking the property. Mr. Richards has concerns for the future, and possible breakdown of the infrastructure. He also brought up the Knolls Development, stating that they could add another catch basin and had concerns over performance bond and road completions. Mr. Richards expressed concern over the growth rate in the surrounding community.

Public Hearings: None

Old Business: None

New Business:

1. Peter's True Value Hardware Site Plan Extension Request

Sean Schultz, 415 East Lake Street, South Lyon, is requesting a site plan extension for the approved Peter's Tru Value Hardware site plan. Schultz explained that they still have intentions of building the accessory building, but due to financial issues, was not able to start this year.

Planning Consultant, Avantini refers to his letter to the Chair stating that he has one year to grant extension and that it appears that nothing has changed for the up and coming year.

Motion by Bradley, Second by Rose

Motion to grant extension to January 8, 2017

Voice Vote: Ayes: Unanimous

Nays: None

Motion Approved

2. Set Public Hearing Date for Master Plan Adoption

Community and Economic Director Kelly McIntyre, stated she sent out the master plan for review to surrounding communities. They had 63 days to respond, which will be in the beginning of February. With that in mind, she requests to schedule the Public Hearing for February 11, 2016.

Motion by Chaundy, Second by Leimbach

Motion to approve February 11, 2016 Public Hearing

Voice Vote: Ayes: Unanimous

Nays: None

Motion Approved

3. Set dates for 2016 Planning Commission Dates

Attorney Tim Wilhelm explained that per the Open Meetings Act, the commission needs to set the dates for the meetings for the entire year. Commission meets the second and fourth Thursday of each month. After much discussion regarding scheduling of meetings, Planning Consultant Avantini stated that he would like to attend both meetings whenever possible. The Commissioners looked to City Attorney Tim Wilhelm for advice on the legality for open meetings. He advised that our meetings are the second and fourth Thursday of the month and if we deviate from that, we have to amend the Planning Commission Bylaws. He added that special meetings can be scheduled and/or scheduled meetings can be cancelled. Meetings can be adapted as we go. Planning Consultant Avantini added that he can always send someone else to other commitments so that he can attend Planning meetings.

Chairman Lanam, requested that the meetings scheduled for Thursday, November 24, 2016 and Thursday, December 22, 2016, be removed from the schedule due to Holiday's.

Motion by Leimbach, Second by Bradley

Motion to remove November 24, 2016 and December 22, 2016 meeting from schedule and accept the calendar dates as amended.

Voice Vote: Ayes: Unanimous

Nays: None

Motion Approved

Tabled Items:

1. Food Truck Ordinance

City attorney advised that this will remain tabled. He needs time to shape up ordinance and will present it in February. Planning Consultant, Avantini added that this will be integrated with the zoning ordinance, trying to remain proactive and business friendly.

Planning Consultant Report:

Planning Consultant, Avantini, is happy about having Director of Community and Economic Development, Kelly McIntyre on board. Kelly is putting processes in place to aide in the smooth running of the South Lyon development review and taking care of the administration end.

Staff Report:

Chair, Lanam, expresses his concerns storage shed at McCarter Construction. Commissioner, Leimbach questioned if that building is larger than the one that was there. Planning Consultant, Avantini advises that the ordinance is odd in that it directs applicants to the ZBA for permission to build rather than the Planning Commission. He adds that the upcoming new ordinance will be much cleaner. Lanam adds that the commissioners should be made aware of administrative reviews so that they are not caught off guard if and when these matters are brought up to them. McIntyre advised that she can produce an internal report for future issues. Lanam explains that this went to ZBA, not Planning Commission.

Commissioner, Mosier questions status on Bigby. McIntyre advised that they came in to get paint and stone sample and they understand completely. Commissioner, Rose, questions garbage situation at South end of building that has been sitting for 5 months.

Comments made regarding BP – repairs to main building and demolition or rebuilding of car wash – the city has been very patient and it's time to start citations.

South Lyon Square – Thrift Store. Plans were submitted and deemed incomplete, have not heard back. Per McIntyre, she will have building official to go out to take a look. Marilyn Smith, owner of Resale Shop voices her opinion regarding what and how businesses will be affected if it is a Salvation Army.

Kelly McIntyre advises that we have had an increase on inquiries on property and homes in the city.

Planning Consultant, Avantini let the Planning Commission know that the Thomasville site plan is in the final site plan stage. They will submit their plans to the city for review.

Lanam commented that Alexander's does not have enough parking to occupy the additional suites in the building. It was suggested that Witches Hat and Alexanders share parking. Nothing has been heard back.

Leimbach drove through Knolls development . He has questions regarding tree replacement, tree size and the way trees are being planted. Avantini advised that an inspection is done once landscape is complete, but we will take a look at the site prior to completion.

Questions from Marilyn Smith, Owner of Resale Shop and DDA member, regarding Farmers Market and new ideas. Market to begin in May.

Motion by Bradley, Second by Segal

Motion to adjourn at 8:23 p.m.

Voice Vote: Ayes: Unanimous

Nays: None

Motion Approved – Meeting Adjourned

Scott Lanam, Chairman

Judy Pieper, Recording Secretary

Jerry Chaundy, Secretary