

**City of South Lyon
Planning Commission Meeting**

August 28, 2008

Chairman Weipert called the meeting to order at 7:02 p.m.

All present recited the Pledge of Allegiance to the Flag

PRESENT: Commissioners Mosier, Weipert, Leimbach, Culbertson, Bradley and Lanam. Commissioners Kurtzweil, Tartaglia, and Subotich were excused.

Also present were Ben Tallerico (Planning Consultant), Joe Veltri, Building and Zoning Official

APPROVAL OF AGENDA:

Motion by Culbertson – There was no second the motion died.

Weipert suggested postponing the Design Matrix and Landscape Matrix discussions until the next meeting. Bradley agreed it would be best to have everyone's opinion. Leimbach stated he was prepared to give an update on the Landscape Matrix. The Commissioners agreed to only postpone the Design Matrix Discussion.

Weipert asked if the new planning act information needed to be on the agenda. Tallerico replied no, it would be an update under staff reports. Weipert stated she would like an update on the Blight Ordinance under staff reports as well.

Motion by Bradley, supported by Lanam

To approve the Agenda for August 28, 2008 as amended.

VOTE

MOTION CARRIED UNANIMOUSLY

APPROVAL OF MINUTES:

Motion by Mosier, supported by Lanam

To approve of the Minutes for July 10, 2008.

VOTE

MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENT

There was no public comment.

OLD BUSINESS

Landscape Matrix – Discussion

Leimbach provided Mr. Veltri with a history of why the Commission was creating a Landscape Matrix. He reviewed a large number of ordinances from other communities and noted that South Lyon's current ordinance was very good for both the size and spacing issues. He and Ms. Kurtzweil suggest adding a bond and expanded the list of plant materials that the city would like developers to ^{use} and add examples of things like planted berms. They also recommended adding a landscape inspection. Veltri noted the city already requires a bond and an inspection. Leimbach clarified the inspection should be conducted by a landscape architect. Weipert added the concern was that people are putting in materials smaller than they should be.

Leimbach stated he took a look at the township's ordinance and it appeared that the city's plant sizes were smaller, even though the requirements were stricter. He noted the landscape matrix would provide more of an opportunity to work with the developers.

The Commissioners agreed to continue moving forward with Landscape Matrix. There was a general discussion regarding the list of materials and the benefit to providing suggestions of materials.

Weipert asked Mr. Veltri what the bond covered. Veltri replied site plan improvements. Weipert asked if there would need to be an additional fee for the landscape inspection. Veltri replied yes and noted the landscape would not impact the certificate of occupancy but he could hold the bond until the developer was in compliance.

Leimbach stated he would continue to work on the draft and would provide more information for the second meeting in September.

NEW BUSINESS

Dwelling Unit Density Definition – Ordinance Addition

Tallerico stated he met with the City Manager, the city's attorney and Mr. Veltri and during that meeting the city's attorney asked to revise the Dwelling Unit Density Definition by removing wetlands from the open space calculations. Tallerico had no concerns regarding this so he rewrote it for review and the city would like to set a public hearing to adopt the new terminology.

Leimbach asked why. Veltri stated it would impact the ratio for wetlands versus useable space. This would help to better determine density. Tallerico added it would keep density lower. Culbertson asked if there were specific properties that were of concern. Veltri replied anything that could be annexed in. They did not want homes for one-hundred acres put on ninety acres if ten of the one-hundred were wetlands. Tallerico noted if a great development came in and that would be a problem they could request a variance.

Tallerico stated the city administration was asking for a public hearing. Culbertson asked

if wetlands were pretty well defined. Tallerico replied yes.

Motion by Leimbach supported by Lanam

To schedule a public hearing date for the Dwelling Unit Density Definition.

VOTE

MOTION CARRIED UNANIMOUSLY

Veltri stated he would write the public notice.

STAFF REPORTS

Tallerico provided a handout that outlined the updates on the new Planning Enabling Act that takes effect September 1, 2008. There was a general discussion regarding the need to create a budget.

Ron Morelli, 179 Eagle Crest Dr, South Lyon stated City Council was reviewing the addition of a line item in the budget for education for all Commissions.

There was a general discussion regarding fees and what they were used to pay for. Morelli stated retainers paid to contracted city business were under professional fees, any work they do for a specific development is paid out of the planning fees charged to developers.

Weipert asked when the annual report would ^{be} due. Tallerico replied he would check with the city manager but he felt the easiest way would be to compile all the meeting minutes with a cover sheet summarizing the year.

Weipert summarized by noting they would need to create an annual report, update the bylaws, they have the option of creating a budget, they would need to look at capital improvements, and the charter.

Veltri stated the city's attorney had not provided any more information on the sidewalk signs and the Blight Ordinance.

Weipert stated Mr. Veltri's concerns with the Blight Ordinance were accommodating people who were affected by a slow response from an insurance company or other factors that were out of their control. Veltri replied yes, the building could still be secured but there were factors that prevent repairs for some time. Weipert stated there was still the question regarding the misdemeanor or civil infraction for violations. Tallerico stated that was what the city's attorney was asked to provide feedback on.

There was a general discussion regarding the difference between a misdemeanor and a civil infraction. Tallerico noted most of what the city would deal with could be handled by the Building Department.

Weipert asked what was decided on the window coverings. Tallerico stated he personally felt what was written was excessive but noted the Commission wanted all the bases covered. There was a general discussion regarding what other communities have done. Tallerico stated he would state the windows needed to be boarded up and leave it to the owner to figure out how. Weipert stated there were people who used blue tarp. Tallerico suggested requiring ^{that} the first floor required windows to be boarded with wood. Weipert asked what if they were trying to sell the property. Tallerico stated that was not an issue for the Planning Commission, they could repair the window; it was not the Commissions job to worry about how to market the property.

There was a general discussion regarding what would happen if the property was not being market^{ed}ing but was being properly maintained.

Culbertson suggested putting this issue back on the agenda. He was not prepared to discuss this issue in detail and if it needed to be reconsidered it should be on the agenda. Weipert asked Mr. Veltri to have the city's attorney return the document, and add it to the next agenda. She also asked Mr. Veltri to review it again.

Veltri reported the city's Building Department received their ISO rating and it was as high as they could go.

Veltri stated Green Oaks submitted their Master Plan for review.

Culbertson asked why the downtown street improvements had not come before the Commission. Veltri replied they were county roads. Culbertson asked who in the city approved the project. Morelli stated it had been planned for ten years and was being completed in phases with grant money.

Bradley provided an update of the Zoning Board of Appeals meeting.

ADJOURNMENT


Motion by Culbertson supported by Leimbach

To adjourn the meeting at 8:47 p.m.

VOTE

MOTION CARRIED UNANIMOUSLY


Pam Weipert, Chairperson


Jennifer Knapp, Recording Secretary



Keith Bradley, Secretary