

**City of South Lyon
Planning Commission Meeting**

December 10, 2009

Chairman Weipert called the meeting to order at 7:00 p.m.

All present recited the Pledge of Allegiance to the Flag

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

Also present were Ben Tallerico (Planning Consultant), and Kristen Delaney, Director of Community and Economic Development

APPROVAL OF AGENDA:

Motion by Bradley, supported by Kurtzweil

To approve the Agenda for December 10, 2009 as amended.

VOTE

MOTION CARRIED UNANIMOUSLY

APPROVAL OF MINUTES:

Motion by Mosier, supported by Kurtzweil

To approve the Minutes for November 12, 2009 as amended.

VOTE

MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENT

There was no public comment.

OLD BUSINESS

Public Hearing – Proposed Changes to Sec. 102-203 Uses permitted subject to special conditions

Chairperson Weipert opened the public hearing at 7:06pm.

There was no comment from the public.

Chairperson Weipert closed the public hearing at 7:07pm

Weipert asked if everyone read the ordinance and it would go into the Family Residential section of the ordinance code. She noted it looked as if all changes had been made.

Delaney stated the building department had one question regarding the criteria of the one axle for the truck was correct. Mosier and Culbertson replied yes, one axle is the correct criteria.

Culbertson asked the procedure and minimum number of votes required since three Commissioners were not present. Weipert stated since the Commission has quorum the majority vote passes.

Motion by Bradley, supported by Mosier

To recommend approval to City Council for changes to Sec. 102-203 Uses permitted subject to special conditions

VOTE

MOTION CARRIED UNANIMOUSLY

Blight – Vacant, Abandoned and Foreclosed Structures Registry

Delaney made all changes as requested at the last meeting. She noted the need to add the property maintenance code chapter eighteen, article three under definitions.

Delaney provided a template for an affidavit. Weipert noted the affidavit appeared to be meant for use should the property be sold. Delaney asked Kurtzweil if the form would be useful. Kurtzweil stated she would not speak as an attorney and noted it would be difficult to say because the city's attorney had not looked at the document. Delaney stated she wanted the Commissioners to review before sending the city's attorney's office. Weipert stated the registration affidavit should look more like the second example because it would capture the information wanted. Delaney stated she would make those changes.

Weipert asked if the city's attorney could explain what else would have to happen for a certificate of occupancy. Delaney asked if the Commissioners wanted the documents sent to the city's attorney before their review. Weipert answered no, it should come to the Commission first then the city's attorney last.

There was a general discussion regarding who would complete the affidavit.

Culbertson asked why the property would have to be brought up to code when a normal sale would not. Mosier replied if the building had been vacant there could be things wrong with the plumbing or electrical and it would need to be brought to code. Tallerico asked if the question was why two different standards. Kurtzweil agreed that was a good question and might be an issue for the city's attorney.

Weipert asked if a building becomes vacant and abandoned could they put additional requirements on the property. Culbertson asked if someone went out of town for a few

months would they have to bring their property to code when they returned. Mosier replied they would not be selling. Delaney stated they would have to abandon the home, not just leave it vacant. The other qualifications would have to be met. Tallerico stated they would have to complete the form. Mosier noted it would be in their best interest because if something were to happen to the property while they were gone the city would have a way to contact them. Culbertson asked who would tell them. Delaney stated those were all good questions and she would do some research to get some answers on how to handle snow birds.

Tallerico handed out copies of an article that had some good ideas regarding blight and thought the Commissioners would like to read it.

By-Laws Update

Tallerico made the changes requested at the last meeting. He reviewed the changes made.

There was a general discussion regarding public participation at meetings vs. public hearings. Tallerico will make a change to section three.

There was a general discussion regarding the delivery of agenda. Tallerico will change the word "mailed" to "delivered" to allow for electronic and/or mailed distribution.

Weipert suggested a correction on pages thirteen and fourteen in section three.

Culbertson asked if the annual report would need to go to the state. Tallerico replied no, just to the City Council unless sending it to the state was part of South Lyon's charter.

Changes to Sec. 102-442 Building Façade Design

Tallerico reviewed the changes made based on the discussion from the last meeting. He struggled with section seven and decided to leave it as written. He did not want to take away from what the Commissioners intended. Weipert suggested some re-wording.

Weipert noted she had a difficult time understanding the first item number one. Tallerico agreed and noted it would be better to put those into bullet points.

There was a general discussion regarding the exclusion of single family residential.

Weipert stated she would like to review the percentages when the other Commissioners would be at the meeting.

NEW BUSINESS

Annual Retreat

Gary Fagan, Chair, Downtown Development Authority (DDA)

Mr. Fagan stated the DDA would like to hold a joint meeting with the Planning Commission and City Council. They look forward to improving communications and

planning so there could be one vision. Now would be the time for South Lyon and they wanted to work together to move forward together. He stated the DDA had a lot of new people and his goal would be to keep the doors open and maintain a friendly town. Bradley agreed and noted that was why they all serve on the Commission.

Culbertson asked if Mr. Fagan or the DDA had a relationship with New Hudson or South Lyon Township. Fagan replied as a DDA, no. They do have short and long term plans that start in the center and would spread to the entire town and then beyond but noted South Lyon needs to protect itself as a town. He stated the DDA and Planning Commission should work together to get the job done because it was not a completion.

Bradley asked if there had been a discussion about a joint meeting before. Delaney replied yes and one of the things the DDA wanted to work together on would be the entire downtown plan. They would like to create sub-committees that would be open to all community members.

Fagan stated they had discussed the Post Office, building facades, vacant building and now they feel the need for action. They also have a goal to keep revenue in town.

Tallerico advised that if there would be money available they should buy the buildings in town. Universities do it. He recommended buying the buildings to control what businesses go into them. Fagan agreed and stated the DDA had been working more as a group now.

Kurtzweil stated with no offense to the city she had not been interested in what the city had to say. She would like to hear from taxpayers and business owners. The DDA knows what it would take to bring in business.

Weipert noted they had discussed a joint meeting in January. Delaney replied yes and she would send out some dates.

Kurtzweil stated she had been at Lyon Townships DDA meeting and they had someone speak from the Economic Council regarding help with fundraising. Fagan noted as the new chair he needed to get a handle on what money they have now. Kurtzweil stated Lyon Township was working on strategic planning. Tallerico stated he had the breakdown of all the different programs that would be available to South Lyon and he would pass them along to Ms. Delaney.

Kurtzweil noted downtown Rochester turned themselves around in just five years. Saline might also have some good advice. Delaney stated she knew people would want changes faster but South Lyon simply did not have the resources that some other communities have. They were doing the best they could with what was available.

Kurtzweil stated the need to identify South Lyon with a distinct flavor. Fagan replied they were a historical town. There was a general discussion regarding what sets South Lyon apart from Lyon Township.

There was a general discussion regarding the timeline for a joint meeting.

TABLED ITEMS

Wind Energy Ordinance
Item to remain tabled.

Blight: Grass Height
Item to remain tabled.

STAFF REPORTS

Delaney reported Bella Luna had received some offers.

ADJOURNMENT

Motion by Culbertson supported by Bradley

To adjourn the meeting at 8:42 p.m.

VOTE

MOTION CARRIED UNANIMOUSLY

Pam Weipert, Chairperson

Jennifer Knapp, Recording Secretary

Keith Bradley, Secretary