

**City of South Lyon
Planning Commission Meeting**

April 12, 2012

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

All present recited the Pledge of Allegiance to the Flag

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

Also present were Carmine Avantini (Planning Consultant) and Kristen Delaney, Director of Community and Economic Development.

APPROVAL OF AGENDA:

Motion by Mosier, supported by Lanam

To approve the Agenda April 12, 2012.

VOTE

MOTION CARRIED UNANIMOUSLY

APPROVAL OF MINUTES:

Motion by Bradley, supported by Culbertson

To table review of the Minutes for February 9, 2012 and March 8, 2012 until the next meeting.

VOTE

MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENT

Carl Richards, 390 Lennox

Mr. Lewis had three statements to make:

1. Phillips Funeral Home in the central business districts. They had a terrific picture on their program. They are a vital part of the community.
2. He did not think a bar and grill would make it back to the central business district. It is great. Everyone should go to eat there. They are vital to downtown development.

3. He struck up a conversation with a new member of the community. He is new to small town communities and he loves it here. He mostly like that South Lyon was out of the fast lane. As the Planning Commission looks at re-vitalization they should consider the slogan “Are you tired of the fast lane? Come to South Lyon”.

NEW BUSINESS

1) Master Plan Sub Areas

Avantini passed out new map outlining sub areas. Unless anyone has objections the map as presented is what he is looking at using. Mark Russell met with the DDA to mesh together the streetscape with the Master Plan. He is organizing meetings and schedules to keep things moving. Very encourage as this process has started.

Weipert asked about commercial corridor area borders. Avantini does not want to exclude the township and will meet with them to see what they are planning so there can be some integration. Weipert noted it sounded like the township did not really think about the corridor so it might mesh quit easily. Avantini stated they did not really look at it but we want to institutionalize the plans for the area.

There was a general discussion regarding what is the difference between the downtown and the DDA; what is city versus township; and the north portion of the commercial corridor.

2) Proposed Amendment to Article 4 Site Plan Review

Avantini reviewed the entire zoning ordinance and there some areas that needed to changed sooner rather than later. He does not want to make more changes than necessary because there will be a full ordinance review after the Master Plan has been finalized. The site plan review section was one of the bigger areas of concern. The four big points are:

1. There is no purpose state in this section
2. Berm illustrations should move to the landscape section
3. Review considerations are focused on transportation issues and do not really belong here
4. Streamline the review process and only have them appear for final site approval with the option of meeting the Planning Commission before if the applicant wants.

Avantini reviewed the actual text and what was changed. There was a discussion regarding whether or not the wind and solar energy structures should be added to the table because they are allowed as accessory structures. Avantini will review.

Avantini added new escrow requirements under the fees. Removed some submission requirements and added some new steps. Not all projects will have

to follow all steps. Avantini and LSL will determine the appropriate steps during the pre-planning meeting with the applicant. The intent is to keep the process simple.

There was a general discussion regarding building materials table and the pros and cons of using it and when and how to change the façade requirements. The Planning Commission agreed to add a note regarding industrial façade facing the street for now and re-evaluate the whole façade ordinance later.

Avantini recommends that the Planning Commission wait to sign-off on the final site plan until after the meeting minutes are adopted. He also recommends they sign the construction plans instead. There was a general discussion regarding why and how motions and signing of plans would work.

There was a discussion regarding denying site plans to access the ZBA and what the ZBA can approve after denial by the Planning Commission. Creating Design Guidelines will help to support the Planning Commission's decisions.

Minor deviations from site plans can be handled administratively, otherwise the developer will be brought back to the Planning Commission. There was an agreement to remove administrative authority regarding the façade. There was a general discussion regarding how the process works to catch deviations from site plans to construction plans to actual construction.

3) Election of Officers

Motion by Culbertson, supported by Chaundy

To retain current officers for one more year

Bradley stated that Chairperson Weipert made it clear she does not want to continue in the role so he would only support the motion if it were fair to her.

Weipert noted that Mr. Lanam expressed an interest.

Weipert declined nomination as chair.

Culbertson stated his rationale was with a year with new consultants and all the other planning changes there was a need for some continuity. This year deserves her experience. Weipert noted while she appreciated the comments, she is not planning on leaving the Planning Commission, just stepping down as Chair.

Kurtzweil stated because there is a new planner it might be good to have a change of leadership, especially since they are not losing her experience.

VOTE

MOTION DENIED (1 - YAY 6 – NAY)

**Motion by Kurtzweil, supported by Bradley
To nominate Scott Lanam as Chair.**

Lanam accepted the nomination

VOTE

MOTION CARRIED UNANIMOUSLY

Delaney thanked Ms. Weipert for her many years of service.

**Motion by Lanam, supported by Kurtzweil
To nominate Keith Bradley as Vice-Chair.**

Bradley accepted the nomination

VOTE

MOTION CARRIED UNANIMOUSLY

Kurtzweil asked to nominate Mr. Mosier for Secretary. Mosier declined.

**Motion by Kurtzweil, supported by Bradley
To nominate Jerry Chaundy as Secretary.**

Chaundy accepted the nomination

VOTE

MOTION CARRIED UNANIMOUSLY

Weipert thanked Mr. Mosier and Mr. Bradley for their service.

OLD BUSINESS

None

TABLED ITEMS

Alexander Center
Medical Marijuana Dispensary Ordinance
Complete Streets & Safe Routes to School
Wind and Solar Energy Ordinance

PLANNING CONSULTANT REPORT

None

STAFF REPORTS

Next meeting on May 10, 2012 will likely have Lexington and Michigan Seamless Tube.

There was an update on Sun Steel.

ADJOURNMENT

Motion by Culbertson supported by Bradley

To adjourn the meeting at 9:26 p.m.

VOTE

MOTION CARRIED UNANIMOUSLY

Pam Weipert, Chairperson

Jennifer Knapp, Recording Secretary

Keith Bradley, Secretary