

**City of South Lyon
Planning Commission Meeting**

January 26, 2012

Chairperson Weipert called the meeting to order at 7:03 p.m.

All present recited the Pledge of Allegiance to the Flag

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

Also present were Carmine Avantini and Sherrin Hood (Planning Consultants) and David Murphy, City Manager.

APPROVAL OF AGENDA:

Motion by Mosier, supported by Culbertson

To approve the Agenda January 26, 2012.

VOTE

MOTION CARRIED UNANIMOUSLY

APPROVAL OF MINUTES:

Meeting minutes from December 8, 2011 were reviewed. The Planning Commission asked that the motion for the approval of the site plan for 220 N. Mill Street be corrected

Motion by Chubb, supported by Chaundy

To approve the Minutes for December 8, 2012 as amended.

VOTE

MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENT

None

OLD BUSINESS

None

NEW BUSINESS

Introduction LSL Planning

Weipert introduced Sherrin Hood and Carmine Avantini. Mr. Avantini and Ms. Hood provided overviews of their professional experience. Hood noted that they do work with Marc Russell who is a landscape architect as part of their team as well.

The Planning Commissioners introduced themselves and provided their background and experience as it relates to the city of South Lyon.

Avantini noted one of their goals was to be in lockstep with the Planning Commission and create a high level of trust over time. He wanted to develop an understanding of what the city is looking for in projects.

Avantini and Hood presented a Power Point presentation that reviewed their services which include: development reviews; Master Plans; zoning ordinances and form based codes; downtown planning; recreation plans; training seminars; public involvement and visioning; transportation planning; site and landscape design; accessibility audits.

Avantini and Hood reviewed their approach to work as a partnership which included his view as an extension of the city's staff and include the following: result oriented processes; constant communication; streamlined development reviews; respect for the public and applicants; concise reports and valuable presentations. LSL will work with the applicants prior to the site plan coming before the Planning Commission. He and Ms. Hood are working with Kristen Delaney to determine the flow of communication and reporting.

Culbertson asked if the timeline would become longer for the applicant. Murphy stated he does not envision it taking longer. Hood stated she thought it would expedite the process because the plan will be more compliant. Murphy noted the billing process would also be changing so the application will have to come in with progress at the start.

Avantini reviewed possible work plan items that include: priority zoning ordinance amendments; Master Plan update; parks and recreation update; procedures manual; escrow policy; fee structure.

Phil Weipert

400 S Lafayette St, South Lyon

Mr. Weipert stated some developers are and pushy and insist they do not have to meet a request of the Planning Commission because they meet the ordinance requirement.

Avantini replied that was why he has some recommendation to give the Planning Commission the backing through the ordinance.

Avantini and Hood reviewed their plan for zoning revisions which include: sketch plan requirements; site plan review table; non-conforming sites; ongoing site compliance; changeable message signs; site inspections; iZone, which is an online interactive posting of the ordinances with links to appropriate forms.

There was a general discussion regarding proposed work items priorities, timing and preferences. Avantini asked for feedback on the Master Plan specifically.

There was a general discussion regarding the Master Plan and the process that should be taken to determine the best outcome.

There was a general discussion regarding a few emergent ordinance changes and some zoning changes that LSL will recommend as part of the Master Plan. Most of the emergent items were procedural.

There was a general discussion regarding some areas of town that are of concern.

There was a general discussion regarding the history of Alexander Place.

TABLED ITEMS

No updates

PLANNING CONSULTANT REPORT

None

STAFF REPORTS

None

ADJOURNMENT

Motion by Culbertson supported by Lanam

To adjourn the meeting at 8:55 p.m.

VOTE

MOTION CARRIED UNANIMOUSLY

Pam Weipert, Chairperson

Jennifer Knapp, Recording Secretary

Keith Bradley, Secretary