

**City of South Lyon
Planning Commission Meeting**

March 8, 2012

Chairperson Weipert called the meeting to order at 7:01 p.m.

All present recited the Pledge of Allegiance to the Flag

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

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

APPROVAL OF AGENDA:

Motion by Mosier, supported by Kurtzweil

To approve the Agenda March 8, 2012.

VOTE

MOTION CARRIED UNANIMOUSLY

APPROVAL OF MINUTES:

Motion by Culbertson, supported by Lanam

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

VOTE

MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENT

None

NEW BUSINESS

1) Sun Steel Addition Site Plan

Pete Lindhout, Lindhout and Associates, 10465 Citation Drive, Brighton, MI
Also present Steve Sutton

Mr. Lindhout reviewed the current plans as well plans for future growth. He described the business process and what will be done in each building area. He

described the exterior elevations and material plans. There are no objections to the review letters and he plans to comply with all requirements.

Avantini provided an overview of the February 27, 2012 review letter, which was the second review. He noted the client has been great to work with. There are two main issues but one can be addressed administratively and the landscape concerns can be dealt with later, should they grow in the future. Avantini recommended approval conditional on the cross easement, lighting and anything else noted in the reviews from the city's departments.

There was a general discussion regarding the setbacks and condenser screens.

Kurtzweil asked if there was a lunchroom or cafeteria for the employees. Lindhout replied yes, in the existing building.

Kurtzweil asked for clarification on the building design comment in his review. Avantini replied the ordinance as written is not what they want to see. Kurtzweil stated that would be a lot of metal facing the street. Lindhout noted they would lose their R-thermal value with more masonry. Also the metal matches the existing building so they want to leave it.

There was a general discussion regarding lighting.

Kurtzweil asked if there is water on the property for the River Birch. Lindhout stated there is some high ground water in the area. Sutton added there would be water after storm events and certain times of the year. Kurtzweil stated she wants to see more fall color foliage. Sutton replied he would look into that for her. Kurtzweil added she wants them to consider a little more color to offset the lack of building design. Sutton stated they can substitute plant and tree materials to accomplish that request.

There was a general discussion regarding the retention basin and the type of plants surrounding it. Landscaping can be pushed to compensate for lack of building design.

Leimbach disclosed his business relationship with the applicant and recused himself from the discussion and voting.

Motion by Bradley, supported by Lanam

To approve the final site plan conditional on the lot split approval; all requirements noted in reviews from LSL, Hubbel, Roth and Clark, and the city departments are met; and the landscape be reviewed as suggested.

VOTE

MOTION CARRIED

2) Master Plan Sub Areas

There were general discussions regarding what is a sub area, what portion of the city is defined as downtown, parks, the gateway into South Lyon, and commercial corridor areas.

The Planning Commissioners agreed the sub areas for the Master Plan would be:

1. Downtown
2. McHattie Park
3. Commercial Corridor

Avantini will provide maps to review the boundaries of each area.

3) Ordinance Approval Process

Murphy explained that moving forward Mr. Avantini would present ordinance recommendations to City Council and answer their questions. The City Council receives their packets the Thursday before their meeting. They will also be reviewing fee structures, escrows, and other internal processes.

There was a general discussion regarding the Planning Commission meeting schedule.

Kurtzweil stated she feels the Planning Commission should get out of the ordinance business. Murphy stated once the Master Plan is completed then LSL would be hired to write the ordinances. Lanam noted if the ordinances were left to Council then the Planning Commission may not have all the information in order to its job. Avantini stated correcting the process is the key.

There was a discussion regarding the site plan review process. Avantini's goal is to keep standards high but make the process more efficient.

There was general discussion regarding large developments by South Lyon Township and the impacts on the city's utilities and resources.

Murphy announced the city attorney is retiring.

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

Delaney present copies of Northfield Township's Master Plan.

There will be no second meeting in March.

Residential in B3 is going back to City Council for their next meeting.

There was an update on Alexander Center.

DNR Stakeholder Open House for Island Lake will be on March 26, 2012.

There was a discussion regarding the election of officers for the next meeting.

There was a discussion regarding how often the Planning Commission meets. It was agreed to change the schedule so the second Thursday of the month is the set meeting. The fourth Thursday of the month will be scheduled as needed. Everyone agreed to reserve the right to workshops on the fourth Thursday.

ADJOURNMENT

Motion by Culbertson supported by Kurtzweil

To adjourn the meeting at 9:16 p.m.

VOTE

MOTION CARRIED UNANIMOUSLY

Pam Weipert, Chairperson

Jennifer Knapp, Recording Secretary

Keith Bradley, Secretary