

**City of South Lyon
Planning Commission
Regular Meeting Minutes
May 12, 2016**

Approved: _____

The meeting was called to order by Mr. Lanam at 7:04 p.m.

Roll Call: Scott Lanam, Chair
 Keith Bradley, Commissioner
 Carol Segal, Commissioner
 Jerry Chaundy, Secretary
 Michele Berry, Commissioner
 Frank Leimbach, Commissioner
 Steve Mosier, Commissioner

Absent: Wayne Chubb, Commissioner, Excused
 Jason Rose, Commissioner

Guests: 3

Also Present: Carmen Avantini, Planning Consultant
 Attorney Tim Wilhelm
 Judy Pieper, Deputy City Clerk/Treasurer

Approval of Agenda

**Motion to approve Agenda as amended
Motion by Bradley, Second by Chaundy**

Motion made to exchange items 1 and 2 under New Business as Superb Fabricating has yet to arrive.

Voice Vote: Ayes: Unanimous
 Nays: None

Motion Approved

Approval of Meeting Minutes

Motion by Bradley, Second by Berry

Voice Vote: Ayes: Unanimous
 Nays: None

Motion Approved

Public Comments: Carl Richards, 390 Lenox, South Lyon, Michigan

Richards' reviews some Historical items that he feels may benefit the decision making of the Planning Commission down the road. He goes on to discuss the development of Colonial Acres in 1965, the concept of Condominiums, and on to Phase V of Colonial Acres in the late 1980's.

He states that developments sometimes go on a lot longer than what the original developer says it is going to take to be completed.

He then advises that due to time constraints and some personal issues, this will be his last meeting that he will be attending for a while. Adding that any items that he has passed on to the Commission over the past years be returned to him if they are not being used. Anything they are using, please keep. He goes on to thank the Commissioners and wish them the best.

Old Business

New Business

1. Pullum Windows, Site Plan Review #2016-03

Planning Consultant Avantini, referencing letter dated May 6, 2016, Revised Site Plan Review for Pullum Windows. The storage building to the rear of the primary building had burned down over a year ago and since that time, they have looking to erect a new building at the same location and same foot print. Because it is a total reconstruction, it has to be reviewed as a new Site Plan. In regards to setbacks, they do not need the rear yard setback; it falls under that same formula that we've encountered before. But they need to have a variance for that and they have already made application to the ZBA and will be on the agenda this month. With regards to parking, they need a total of 24 spaces and currently have 34. Avantini is recommending that the six spaces closest to the hydrant be striped off and not used.

The applicant will be sharing renderings of the building design tonight and continues to go on in detail about the lighting and the landscaping requirements.

Avantini goes on to review the recommendations that are listed on the letter dated May 6, 2016.

1. A variance from the ZBA for the Proposed 25 foot rear yard setback when a 95 foot setback is required under the ordinance.
2. The parking area to the northwest of the existing building is not currently improved and must be paved and indicated as such on the site plan.
3. Planning Commission acceptance of the appearance of the building exterior
4. Planning Commission acceptance of the existing school site vegetation will be maintained to buffer the addition from the school site
5. Manufacturer's specification sheets must be provided for all new light fixtures, including any pole- or building-mounted fixtures

6. Submission of a structural analysis from a qualified professional indicating that the existing foundation/footings will support a new building. If the report does not indicate the existing foundation/footings can be used, they will have to be removed and a new ones poured
7. The location of the new hydrant must be reviewed and approved by the Fire Chief and City engineering consultant
8. Site plan approval must be conditioned upon review and approval from other applicable consultants, departments and agencies.

Approval of Pullum Windows, Site Plan Review #2016-03, which includes the recommendations from the letter dated May 6, 2016

Motion by Leimbach, Second by Berry

Voice Vote: Ayes: Unanimous
Nays: None

Motion Approved

Motion to approve Agenda as amended

Motion by Leimbach, Second by Chaundy

Voice Vote: Ayes: Unanimous
Nays: None

Motion made to exchange items 2 and 3 under New Business as Superb Fabricating has yet to arrive.

Motion Approved

2. Knolls of South Lyon, Entrance Sign, #2016-05

Avantini explains that the applicant is here to request a change of materials and design for the entry way sign going in to the Knolls project. The Commissioners have a copy of the original plans that were approved and a copy of the proposed sign. Because the sign was previously approved by the Planning Commission, Avantini did not feel that this change should be reviewed by administration only. Changes are based on aesthetics.

Paul Elkow, one of the developers of the Knolls, goes on to explain that the major change is swapping out stone for the approved brick. He refers to the retaining wall, feeling that this will help pull the two together. Chair Lanham questions the size difference from 8'9" to approximately 6 feet. To which Elkow replies that he was not aware of any size difference, the request is primarily just changing building material, trying to match the retaining wall as best as they can but with the same theme.

Commissioner Leimbach states that he prefers the original sign, and it's more elegant than the new one being proposed. He suggests possibly changing brick color to gray to better match the stone in the retaining wall. He is not in support of the change. Lanam goes on to agree, but does not agree with changing the color of the brick. Consensus of all Commissioners present is to not change the sign.

Motion to deny Knolls of South Lyon, Entrance Sign, #2016-05

Motion by Bradley, Second by Segal

Voice Vote: Ayes: Unanimous

Nays: None

Motion Approved

3. Superb Fabricating, Site Plan Review #2016-02

Avantini reviews letter dated April 28, 2016, revised site plan for Superb Fabricating. They are looking to erect a second building that is immediately south of the main building. He goes on to say that they have applied for a variance as they cannot meet the dimension requirements for the front setback and will be on the agenda for this month's ZBA meeting.

Avantini continues discussion on the building design, sidewalks, signage, and the planting and removal of trees.

Avantini is recommending approval of the site plan with condition to the following items:

1. Approval of the front yard variance on Donovan Street
2. Installation of asphalt surface on the Donovan Street entry way
3. Planning commission acceptance of the building material selection
4. The addition of the sidewalk connection between the entrance of the new office addition and the sidewalk along Reese Street
5. The addition of the revised landscape plan
6. Addition of a complete lighting plan, both pole and building mounted
7. Review approval from other applicable consultants, departments and agencies

Commissioner Chaundy questions if they plan on doing asphalt on the north side of the site plan, where there is some parking. Chair Lanam confirms that he does see some parking back in that area. Avantini agrees that this would be a great question to ask them.

Commissioner Leimbach recommends tabling the site plan review until they are able to talk with the applicant. Chair Lanam goes on to state concerns of Commissioner Chubb, which includes the detention location, landscaping (quantity and types of trees) and is wondering if there is a conflict between the new master plan and draft zoning ordinance.

Motion to table Superb Fabricating, Site Plan Review #2016-02

Motion by Leimbach , Second by Bradley

Voice Vote: Ayes: Unanimous
Nays: None

Motion Approved

Tabled Items

Planning Consultant Report

Avantini advises that today was Kelly's last day. He also advises that he will not be available for the next meeting (May 26, 2016) and is hoping to have someone to sit in on his behalf. Commissioners and Avantini go on to discuss up and coming agenda.

Staff Report

Chair Lanam requests an update on the Lyon Car Wash sign. Avantini advises that they have dropped the foot candles on it to lower the intensity of the lighting. They have also added a framing around the LED to reduce the size of the surface to comply with the ordinance. Avantini added that there is an ordinance update currently in draft form.

Adjournment

Approval to Adjourn

Motion by Leimbach, Second by Chaundy

Voice Vote: Ayes: Unanimous
Nays: None

Motion Approved – Meeting Adjourned – 8:27 p.m.

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Scott Lanam, Chairman

Judy Pieper, Recording Secretary

Jerry Chaundy, Secretary