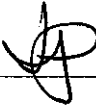


**City of South Lyon
Planning Commission
Zoom Meeting Minutes
June 25, 2020**

Approved: 

The meeting was called to order by Chairman, Scott Lanam at 7:00 p.m.

Chairman Lanam leads the Commission in the Pledge of Allegiance

Roll Call: Scott Lanam, Chair
 Steve Mosier, Commissioner
 Wayne Chubb, Commissioner
 Erin Kopkowski, Commissioner

Also in attendance: Kelly McIntyre – CIB Planning
 Lisa Deaton – City Clerk
 Judy Pieper - Deputy Clerk

Absent: Michael Joseph, Commissioner
 Jason Rose, Commissioner

**Motion to excuse Commissioner Joseph and Rose
Motion by Mosier, Second by Kopkowski**

Voice Vote: Ayes: Unanimous
 Nays: None

Motion Approved

**Motion to approve Agenda
Motion by Mosier, Second by Kopkowski**

Voice Vote: Ayes: Unanimous
 Nays: None

Motion Approved

**Motion to approve Minutes – 5/14/2020 Planning Commission Meeting
Motion by Mosier, Second by Kopkowski**

Voice Vote: Ayes: Unanimous
Nays: None

Motion Approved

Public Comments: None

Tabled Items: None

New Business: Zoning Ordinance draft working meeting. Review comments, questions, edits.

McIntyre states that she would like to go through the ordinance chapter by chapter to see if the Commission has any comments or questions about any of the language. She adds that there are still edits that need to happen and lay out issues that need to happen.

Article 1 – Title, Purpose, and Authority

No changes or questions

Article 2 – General Provisions

Commissioner Chubb asks for a clarification from McIntyre regarding a definition of a porch being defined as part of the main building. McIntyre refers to Sec 109-39, page 2-35, Projections into Yards, allowing porches to extend a maximum of 8 feet from the principal building into a required yard.

Chair Lanam asks if the definition is the same whether the porch is covered or not covered just as long as it is not living space and condition. McIntyre states that she will be getting a better definition of porch.

McIntyre goes on to say that there were some new things added which included donation boxes and residential development regulations for infill housing in existing neighborhoods.

Chair Lanam asks where he can find donation boxes. McIntyre refers him to

Sec 102-15, page 2-19, and states that this is basically to clarify placement and to avoid having things sit outside of the bin. Commissioner Chubb verifies with McIntyre that they did not want the bins in the front yards but it says that they must be placed 10 feet from the public sidewalk. McIntyre states that she will sit with the City Attorney and come up with better language.

Commissioner Chubb questions the mentioning of barbed wire fencing, page 2-22. McIntyre states that this can be amended so this is strictly Industrial.

Article 3 – Zoning Districts in General

No changes or questions

Article 4 – One-Family Residential Districts

McIntyre explains that when putting this together, they wanted to keep everything together showing the permitted uses and the bulk regulations. She states that they will be putting together a consolidated use table, so that every use that is permitted in the city will be listed.

Article 5 – Multiple-Family Residential Districts

No change or questions

Article 6 – Manufactured Housing District

McIntyre states that they used the State of Michigan regulations for this chapter.

No changes or questions

Article 7 – Office District

No changes or questions

Article 8 – Central Business District

McIntyre states that she would like to extend the boundaries of the central business district which currently goes from Wells to Liberty and from Washington to Detroit Street. She would like to extend it down to McHattie, incorporating the additional businesses. She goes on to explain the difference between being in the general business district vs the central business district.

Commissioner Mosier verifies with McIntyre that this is similar to the DDA.

Chair Lanam questions if we could go down to Reynoldsweet Parkway, this would add additional businesses. Commissioner Chubb agrees.

The discussion continues regarding parking in the downtown area.

Article 9 – General Business District

No changes or questions

Article 10 – Industrial Districts

No changes or questions

Article 11 – Conditional Land Uses

No changes or questions

Article 12 - Planned Unit Development (PUD) Overlay

No changes or questions

Article 13 – Special Land Uses

McIntyre states that they have not added any new items.

No changes or questions

Article 14 – Schedule of Regulations

No changes or questions

Article 15 – Site Plan Review

McIntyre states that she would like to verify with the Commissioners that this is something that they would want. She goes on to say that the site plan approval is valid for a period of 18 months. If actual physical construction of a substantial nature of the improvements included in the approved site plan has not commenced and proceeded meaningfully toward completion during that period, the approval of the site plan shall be null and void. She states that prior to the 18 months, they can apply for an extension. McIntyre questions if the Commissioners are comfortable with this. Chubb questions the length of time and thinks it should be more like one year.

Article 16 – Rezoning, Zoning Ordinance and Master Plan Amendment Review

McIntyre states that this is mostly administrative and there aren't any significant changes. She states that they made sure to stay consistent with the State of Michigan Planning and Zoning Act.

No changes or questions

Article 17 – Nonconforming Uses, Structures and Lots

No changes or questions

Article 18 – Condominium Development Standards

No changes or questions

Article 19 – Off-Street Parking and Loading Standards

McIntyre states that the biggest change here is that they did update all the parking standards according to Institute of Traffic Engineers (ITE)

No changes or questions

Article 20 – Access Management and Driveway Standards

McIntyre states that this is more into the engineering of things, but it is important for this to be here. This includes the spacing between driveways and it also allows you to have shared driveways.

No changes or questions

Article 21 – Landscape Standards and Tree Replacement

McIntyre states that a permit is required if more than 25% of trees are proposed for removal. Chair Lanam asks how this compares to our old ordinance. McIntyre states that it is the same. McIntyre talks about buffer zones and asks that the Commissioners look at the chart in this Article.

Article 22 – Lighting Standards

McIntyre goes on to explain that they have established guidelines to better explain what is required for review.

Article 23 – Administration and Enforcement

McIntyre states that someone will need to get a Zoning Certificate if the business change. If someone moves out and a new business moves in, there are things that need to be looked at. A zoning certificate is required for a building permit.

No changes or questions

Article 24 – Zoning Board of Appeals

McIntyre states that the big change for this section is that the ZBA no longer reviews and approves temporary uses.

No changes or questions

Article 25 – Definitions

McIntyre states that she will take the comments that were made during this meeting and put them in to the ordinance. She states that she will then send them out to the Commissioners, and they can let her know if that was what they were looking for. Then the next step would be to have a joint meeting with City Council. McIntyre states that this has been a long time and that they are close to finishing this.

Old Business: None

Discussion: None

Consultant Report:

McIntyre states that Fieldstone (formerly known as Thomasville) received preliminary site plan approval from the City Council meeting on Monday night.

Staff Report:

Pieper stated that the replacement person for Bob Donahue’s DDA position has started this past week. His name is Nate Mack. She also confirmed that City Hall is back open and at full staff.

Adjournment:

Meeting adjourned 8:42 p.m.

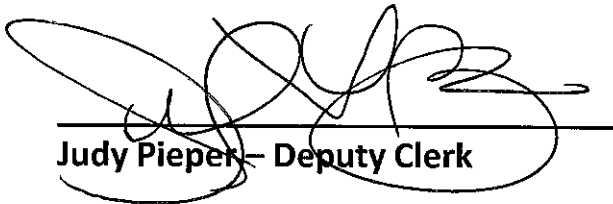
Motion by Mosier, Second by Kopkowski

Voice Vote: Ayes: Unanimous

Nays: None

Motion Approved

Respectfully submitted,



Judy Pieper – Deputy Clerk