

**City of Brighton
Planning Commission
Minutes
January 12, 2015**

1. Call to Order/Roll Call

Chairperson Monet called the meeting to order at 7:30 p.m.

The following were present:

David McLane	Jim Bohn
Steve Monet	Susan Gardner
Dave Petrak	Bill Bryan
Matt Smith	

Motion by Mr. Smith, supported by Mr. Bryan, to excuse Commission Members Pawlowski and Schutz from tonight's meeting. **The motion carried 7-0-2.**

Also present was Amy Cyphert and Lauri French from Staff and an audience of four.

2. Approval of the December 15, 2014 Regular Meeting Minutes

Motion by Mr. Petrak, supported by Mr. McLane, to approve the December 15, 2014 regular meeting minutes as presented. **The motion carried 5-0-2-2, with two absences and Commission Members Bryan and Bohn abstaining.**

3. Approval of the January 12, 2015 Agenda

As noted in the Blue Sky session, Ms. Cyphert requested that item 5, Noeker/E.D. Ewing/Greimel Nominations, be moved to item 7.A.

Motion by Mr. McLane, supported by Ms. Gardner, to approve the agenda as amended. **The motion carried 7-0-2.**

4. Call to the Public

The call to the public was made at 7:31 p.m. Hearing no response, call to the public was closed at 7:31 p.m.

Public Hearings

New Business

6. Site Plan – Tribute Salon and Spa at 401 W. Main Street #14-010

Ms. Cyphert briefly reviewed the applicant's request and noted that they are in the audience if Planning Commission members have any questions. As noted in Blue Sky, the salon will require 63 parking spaces, which is under the 64 space parking exemption for businesses within the DBD. Chairperson Monet requested that the applicant provide additional information regarding the request. Piet Lindhout, Lindhout and Associates Architects, spoke on behalf of the applicant and introduced Will Steinmetz, owner of the property, Ron Kirk, listing agent, and Mark Drewno, tenant at 401 W. Main St. Mr. Lindhout explained that this will be an interior remodel only with selective demolition of existing partitions. He reviewed the site plan and noted there will be 21 stations, areas for manicure/pedicure and shampooing, retail display areas and styling areas. He noted the salon will be a benefit to downtown with its proximity to retail shopping and dining. Mr. Steinmetz also spoke about the salon being a great benefit and

opportunity to downtown Brighton; salon customers will likely frequent downtown restaurants and stores after their appointments.

Motion by Mr. Bryan, supported by Mr. Smith, to recommend conditional site plan approval for Tribute Salon and Spa at 401 W. Main Street #14-010 as depicted on plans prepared by Lindhout and Associates, project #1494, sheets A1, last dated 12-12-14 subject to the following:

1. That all signage comply with applicable ordinances or variances obtained.
2. That right of way permits are obtained from the Department of Public Services for work within the right of way.
3. That any damages done to the existing sidewalk be repaired to current condition.

The motion carried 7-0-2. Ms. Cyphert noted that this item will be on this Thursday's City Council meeting (January 15).

7. Presentation and Discussion of Capital Improvements Program 2015-2021 Projects

Ms. Cyphert reminded the Commission members that CIP is an annual requirement for projects that need to be done in the City (i.e., police car replacement, equipment replacement at the water treatment plant, etc.). The CIP is done prior to the annual budget planning by City Council. Commission members will note that there are no unfunded projects in this year's CIP; everything has a potential funding source but may end up unfunded at budget time by Council if there is not enough money in the General Fund. Ms. Cyphert also noted that the CIP committee added maintenance projects this year. The items on the maintenance list are for projects that are ongoing (for example, roof replacement at City Hall) so these projects don't get excluded as City Council prepares the budget. Mr. Bohn noted that the City is setting aside money as bonds get paid off to help pay for CIP projects in the future. Ms. Cyphert advised that the Finance Director advised that the Utilities Depreciation Fund has been accumulating money and she expects it to pay for some of the water and sewer maintenance projects in the CIP.

There was discussion about whether Planning Commission wanted more time to review the CIP document before they approve it. Ms. Cyphert advised that they could approve it at the February meeting which is still within the time frame for City Council's budget process.

Motion by Mr. Bryan, supported by Mr. Smith, to table approval of the Capital Improvements Program 2015-2021 Projects until the February 9, 2015 Planning Commission meeting. **The motion carried 7-0-2.**

Unfinished Business

7.A. Noeker/E.D. Ewing/Greimel Nominations – Ms. Cyphert reviewed the nominees for the Ewing award. She reminded the Commission members that an award doesn't have to be given out every year and also that there could be a tie if there is support for two or more nominees. The Planning Commission members each spoke about the reasons they wanted to nominate one or more of the projects.

Motion by Mr. Bryan, supported by Ms. Gardner, to nominate the 116 Leith Street project (addition of covered front porch, new garage and landscaping) for the 2015 E.D. Ewing award. **The motion carried 6-0-2-1.**

Motion by Mr. Petrak, supported by Mr. Bohn, to nominate the 1220 Brighton Lake Road project (added a second floor to a former small cottage) for the 2015 E.D. Ewing award. **The motion carried 7-0-2.**

Ms. Cyphert will notify the award winners for the three categories and the awards will be presented at the February 9 meeting.

Other Business

8. Staff Updates – Ms. Cyphert reminded everyone that there will be a February meeting and that it will be held on February 9 instead of January 16 due to the Presidents Day holiday. She also asked for direction from Planning Commission regarding further discussion about the 64 parking space exemption in the DBD ordinance. There was a brief discussion about overall parking strategy and whether a parking structure is anticipated in the immediate future. Ms. Cyphert noted that Matt Modrack has been working to create additional parking spaces since the estimated cost of a structure is about \$6 million. Ms. French added that the DDA formed a parking strategy subcommittee about a year ago who have been working on an overall strategy, which could include metered parking. The Board consensus was that any changes to the 64 space exemption and the overall plan for parking downtown need to be addressed at the same time,
9. Commissioner Concerns - None
10. Call to the Public - The call to the public was made at 8:25 p.m. Hearing no response, call to the public was closed.
11. Adjournment

Motion by Mr. Smith, supported by Mr. Bohn, to adjourn the meeting at 8:25 p.m. **The motion carried 7-0-2.**

Bill Bryan, Secretary

Lauri French, Recording Secretary