

**City of Brighton  
Planning Commission  
Minutes  
February 9, 2015**

1. Call to Order/Roll Call

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

The following were present:

Jim Bohn	Dave Petrak
Bill Bryan	Robert Pawlowski
David McLane	Susan Gardner
Steve Monet	Michael Schutz

**Motion** by Mr. Pawlowski, supported by Mr. Bryan, to excuse Commission Member Smith from tonight's meeting. **The motion carried 8-0-1.**

Also present was Amy Cyphert and Lauri French from Staff and an audience of 17.

2. Approval of the January 12, 2015 Regular Meeting Minutes

**Motion** by Ms. Gardner, supported by Mr. McLane, to approve the January 12, 2015 regular meeting minutes as presented. **The motion carried 7-0-1-1, with one absence and Commission Member Pawlowski abstaining.**

3. Approval of the February 9, 2015 Agenda

As noted in the Blue Sky session, Ms. Cyphert requested that items 6 and 7 be moved after item 9 since there will probably be a lengthy discussion. **Motion** by Mr. Petrak, supported by Mr. Bohn, to approve the agenda as amended. **The motion carried 8-0-1.**

4. Call to the Public

The call to the public was made at 7:32 p.m. Hearing no response, call to the public was closed.

**Public Hearings**

**Unfinished Business**

5. Awards Presentations:

E.D. Ewing Award:	116 Leith Street – Andrew & Kristy Koryzno 1220 Brighton Lake Road – Melanie & Jace Bachelor
Noeker Award:	225 W. Grand River – Mitchell Building Company
Karl H. Greimel Award:	Brewery Becker – 500 W. Main St – Matt & John Becker

E.D. Ewing Award: Melanie & Jace Bachelor, 1220 Brighton Lake Rd. – Mr. Monet listed the criteria for this award and noted that there were several projects to choose from. He stated there was a tie vote this year and congratulated Melanie & Jace Bachelor for their investment in the City of Brighton and their decision to remodel rather than move. The recipients spoke briefly about the project and they thanked the City for the award.

Andrew & Kristy Koryzno, 116 Leith Street, were the other recipients of the Ewing award. Mr. Monet presented the award and thanked them for their investment in the city. The recipients provided some background about the project and thanked the City for the award.

Karl Greimel Award: Brewery Becker, 500 W. Main Street – Matt and John Becker were present to accept the award. Steve Monet gave some background on the former planning consultant for whom the award is named and stated that he would be proud of the Becker Brewery project as it contains all the elements and design standards for which he was largely responsible. Mr. Monet congratulated the Beckers for undertaking and completing such a large-scale renovation. Matt Becker thanked the City for the award. John Becker noted that they were originally looking at another location to open a brewery but someone suggested the “Pink Hotel” building in Brighton. He also stated it was a much more complex project than they originally thought but they were glad they chose to do it.

Noeker Award: 225 W. Grand River, Mitchell Building Company. Mr. Monet gave some background on this award, which is named for Sally Noeker, a long-time member of the community and Planning Commission. He congratulated Mary and Tom Mitchell, owners of AA Muffler, for buying the former Virginia’s Hair Salon property and developing it into the Liberty Title building, which is a great addition to the City. Mary Mitchell thanked the City for the award and gave some background of the property and how they came to own and develop it.

### **New Business**

8. Site Plan – Caretel Inns Expansion #15-001 – Ms. Cyphert noted the applicants are in the audience to review the site plan details and answer any questions from Planning Commission. Brent LaVanway from Boss Engineering introduced Jamie D’Angelo from Caretel Inns and Kyle Stang of the Douglas Company, general contractor for the project. Mr. LaVanway reviewed the history of Caretel and explained why they are expanding. He explained there are seven total expansions in this project which will allow Caretel to expand from shared rooms to private rooms by creating additional units and creates new space for physical therapy. There are also road improvements and additional parking being created for the additional staff and visitors. He reviewed the site plan and noted the new 6-foot screen wall and vegetation that will provide screening of the parking area. As noted in Blue Sky, Caretel has agreed to add a stop sign to the exit point of the new parking area as condition number 6 in the motion for conditional site plan approval.

Jamie D’Angelo noted that the revised site plan is similar to the original master plan and that there is still room to expand on the site. Ms. Cyphert agreed that the plan is similar and they are keeping the expansion within the loop road at the back of the property. Mr. D’Angelo explained that it was always planned to have patients who require less care in the units closest to Grand River, and the new additional units will be for assisted living. The expansion also adds much-needed physical therapy space which they need to stay competitive with newer facilities being built. In response to a question about what type of outreach to the neighboring subdivisions was done, he noted that he put together a packet that was sent to the neighbors with the plans and photographs. They put together an open house on January 27, 2015 but none of the neighbors showed up. Ms. Cyphert also noted that she had received no correspondence or phone calls from any of the neighbors.

Motion by Mr. Pawlowski, supported by Mr. Bryan, to recommend conditional site plan approval for the Caretel Inns Expansion #15-001 as depicted on plans prepared by Boss Engineering, job no. #14-295, sheets C1 – C13, last dated 1-29-15 and plans prepared by Interface Architecture & Design, job no. 2839, last dated 1-28-15, sheets A1 – A6 subject to the following:

1. The sidewalk adjacent to the drop off lane shall be increased from 3 feet to the required minimum of 4 feet.
2. That the applicant must address any outstanding Fire Code requirements with the Fire Department during the construction review.
3. That the applicant must address any outstanding City Engineer requirements during the construction review.
4. That the applicant must address any outstanding Building Code requirements with the Building Department during the construction review.
5. That public utilities easement documents be reviewed/approved by the City/City Attorney and, once approved, filed with Livingston County.

6. That a stop sign be added to the exit point of the new parking area.

**The motion carried 8-0-1.** Ms. Cyphert noted this item will be on the February 19 City Council agenda for approval.

9. Site Plan – CSX West Parking Lot #15-004 – Mr. Monet asked the applicants to review the project. DDA Architect Piet Lindhout, Lindhout Associates, introduced Wayne Perry from Desine Engineering and advised that DDA Executive Director Matt Modrack was also in the audience if Planning Commission members have any questions. Mr. Lindhout reviewed the background of the project and noted that the project has been in the works for some time. The project before Planning Commission tonight is only for the paved portion of the CSX lot, not the overflow area since the revised parking ordinance has not yet been approved. One addition to the site plan includes a new bike rack for riders coming off the Genoa Trail to park their bikes and walk into town. He also noted that the curb line is 10 feet off the property line; the existing vegetation will remain and we will augment it where required with arborvitae. The new paved parking lot will conform to City standards such as curbing and lights, which will be LED. He noted there will be a roll-over curb at the back of the paved lot that will allow cars to drive over it into the overflow area beyond. There was a discussion about whether the two handicapped spaces are required or if they could be put on the street instead. Mr. Lindhout noted the handicapped spaces are in the parking ordinance. There was also discussion about whether left hand turns would be allowed from the new parking lot onto Main Street and whether we might want to consider right turns only, especially once the overflow lot opens. Mr. Lindhout noted that the current plan does call for either right or left turns out of the lot and Ms. Cyphert stated that Main Street is closed for large events so this may not cause a problem. Kari Kozwik, TetraTech, suggested that the City could use temporary “No left turn” signage if this becomes an issue. There were some questions about the details on the site plan.

Ms. Gardner noted that there is a lot of pedestrian traffic crossing the street from the condominiums across from the proposed parking lot and the reflective tape needs to be more reflective. Mr. Lindhout noted that there will not be any lights at this crosswalk because we don't want commercial standards creeping into the adjacent neighborhood. He suggested that thermal plastic tape could be used such as on West and North Streets. Mr. Modrack noted that the current striping needs to be repainted and he will discuss this issue with the City's DPW Director to find out if that will happen this spring.

Chairperson Monet noted that two residents from the neighborhood adjacent to the proposed parking lot are in the audience and asked them if they had questions for the applicant that Mr. Monet could ask for them. Bob Pettengill, 608 W. Main, and Jim Fowkes, 130 N. Third St., wanted to know if there would be access to Third Street from the overflow lot, which would be a problem for residents on Third Street. Mr. Modrack responded that it has never been the intent of the DDA to permit access from the overflow lot to Third Street. The only access planned is for emergency vehicles. The second question was whether there will be a gate between the permanent parking lot and the overflow lot. Mr. Lindhout responded that there will be a lockable gate between the two lots and that the lot is totally enclosed by fencing.

Motion by Mr. Petrak, supported by Ms. Gardner, to recommend site plan approval for the CSX Parking Lot #15-004 as depicted on plans prepared by Desine Engineering, project no. 142520, sheets cover sheet C1.0, C2.0, C2.1, C3.0, C4.0, and C4.1, last dated 2-15-15 and plans prepared by Lindhout Associates, project no. 1484, sheets A1.0 & A7.0, last dated 1-16-15 subject to the following:

1. That right of way permits are obtained from the Department of Public Services for work within the right of way.
2. That any damages done to the existing sidewalk (outside the scope of site plan work) be repaired to current condition.
3. That the new lights are LEDs.

**The motion carried 8-0-1.** Ms. Cyphert noted this item will be on the February 19 City Council agenda for approval.

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

Ms. Cyphert reviewed the CIP format and noted that there are no unfunded projects as in past years; a proposed funding source is provided for each project. We will not know how many of the year 1 projects will be approved until Council goes through the budget process for FY 15-16. Mr. Petrak recommended adoption of the document as presented; he noted that Staff has done a lot of work on the CIP and he doesn't think Planning Commission should micro-manage it. Mr. Monet stated he is looking for any comments to take back to City Council before they consider the projects. Mr. Bryan noted that the CIP is much better than in past years and that Staff did a good job filtering out projects with no funding source. Mr. Monet noted that one of the possible funding sources for roads is special assessments and in his opinion this would be a hard sell to residents unless there is a change in the participation rates. He asked what the road construction priorities are and Ms. Cyphert noted that DPW Director Dave Blackmar has looked at all the roads and prioritized them based on need. She also noted the priorities will also be based on available funding.

**Motion** by Mr. Petrak, supported by Mr. Bryan, to adopt the 2015-2021 Capital Improvements Program as presented and recommend approval by City Council. **The motion carried 8-0-1.**

7. Discussion on zoning ordinance amendments pertaining to seasonal event parking per a City Council Goal and possibly set a public hearing date

Ms. Cyphert noted that a copy of the revised draft ordinance was handed out at tonight's meeting and asked Mr. Maynes from the City Attorney's office to summarize the changes. Mr. Maynes explained that the prior version of the proposed parking ordinance would have permitted overflow and transitional parking everywhere in the City, which was not the intent. Also, the changes in the last draft were not consistent in the various sections of the ordinance. The latest draft includes overflow and transitional parking in the DBD parking ordinance exemptions. The draft also now creates these types of parking lots under special use permits which require approval by City Council.

There was discussion about the 3-year extension for transitional lots and how the owner of such a lot would prove a hardship for another 3-year extension

Motion by Mr. Pawlowski, supported by Mr. McLane, to schedule a public hearing for the March 16, 2015 Planning Commission meeting. **The motion carried 8-0-1.**

#### **Other Business**

10. Staff Updates – Ms. Cyphert advised that there will be a March Planning Commission meeting and she does have some site plans in addition to the public hearing that will be held.
11. Commissioner Concerns - None
12. Call to the Public - The call to the public was made at 8:50 p.m. Hearing no response, call to the public was closed.
13. Adjournment

**Motion** by Mr. Petrak, supported by Ms. Gardner, to adjourn the meeting at 8:50 p.m. **The motion carried 8-0-1.**

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*Bill Bryan, Secretary*

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*Lauri French, Recording Secretary*