

**City of Brighton  
Planning Commission  
Minutes  
October 17, 2011**

**1. Call to Order/Roll Call**

Chairperson Monet called the meeting to order at 7:31 pm. The following were present:

Al Wirth	Steve Monet
Larry Schillinger	Dave Petrak
David McLane	Robert Pawlowski

Absent: John Wells, Bill Bryan, Matt Smith

**Motion** by Mr. McLane, supported by Mr. Wirth, to excuse Commission Members Wells and Bryan from tonight's meeting. **Motion carried 6-0-3.**

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

**2. Call to the Public**

The call to the public was made at 7:32 p.m. Susan Tucker, Executive Director for the CoBACH board, asked what remedies would be available if the Livingston Players wanted to put up temporary banners for a longer period of time than the two weeks allowed in the proposed downtown sign ordinance. Their shows run for a two-week period and they would like to put a sign up across the balcony of the building to advertise it at least a week prior to the opening. Chairperson Monet responded that the Commission would answer this question during the meeting. Hearing no further response, call to the public was closed at 7:35 p.m.

**3. Approval of the September 19, 2011 Regular Meeting Minutes**

Mr. McLane noted a typo in the minutes in the third sentence from the bottom of the first page; the word "one" should be "once". The change will be made to the final meeting minutes. **Motion** by Mr. McLane, supported by Mr. Pawlowski, to approve the September 19, 2011 regular meeting minutes as amended. **The motion carried 6-0-3.**

**4. Approval of the October 17, 2011 Agenda**

**Motion** by Mr. McLane, supported by Mr. Petrak, to approve tonight's agenda as presented. **The motion carried 6-0-3.**

**Old Business**

**5. Public Hearing Date for and Possible Action on Amendments to Chapter 66, Article I, Section 66-2, Definitions, and the addition of 66-100, Downtown Business District (DBD) Signage Requirements**

Ms. Cyphert reviewed the history of the amendments to the DBD sign ordinance. The request to review and amend the sign ordinance originated with the ZBA due to the number of requests for projecting signs on downtown businesses that required variances. The DDA Design Subcommittee, the DDA Board, the Principal Shopping District (PSD) Board and the Planning Commission have reviewed the draft amendments, and all suggested changes have been incorporated. A notice was published in the paper for tonight's public hearing and an email was sent to the downtown merchants for whom we have email addresses. She only received one question from a downtown business in regard to an existing wall sign,

and the proposed amendments would have no impact. The next step is to send the amendments with any changes from tonight's meeting to the City Attorney for comments and there will probably be one more public hearing at Planning Commission.

Motion by Mr. Pawlowski, supported by Mr. Petrak, to close the regular meeting and open the public hearing at 7:50 p.m. Motion carried 6-0-3.

Susan Tucker, Executive Director for the CoBACH Board, stated that as she stated earlier in the call to the public, she would like to see something worked out for non-profits that would not require having to request a variance each time the CoBACH building tenants want to put a temporary banner up. Also, the last banner that the Brighton Art Guild hung on the building was 3' x 5', which is too small for the space across the balcony.

Ms. Cyphert noted that the amendments could be revised to handle non-profits differently by adding a separate section under general requirements. Mr. Schillinger asked if this could be handled and approved by Staff and Ms. Cyphert responded that it could if it was in the general requirements section of the ordinance. She also noted that Planning Commission could increase the 2-week period of time for temporary signs. The proposed ordinance increases the square footage of the signs from 10 square feet to 20 square feet and allows a sandwich board option.

Hearing no further comments, the public hearing was closed at 7:55 p.m.

Mr. Pawlowski noted that any changes for temporary signs for non-profits should be simple. Ms. Cyphert noted that the language in the downtown sign ordinance could be similar to that in the section for private and public schools (Article I, Section 15) where signs are permitted two weeks prior to the event and for the week of the event and must be removed within seven days of the event. Mr. Schillinger requested that since the request for changes to the sign ordinance was requested by the Zoning Board of Appeals that any changes made as a result of tonight's meeting be reviewed by the ZBA as well as the City Attorney.

Motion by Mr. Schillinger, supported by Mr. Wirth to direct Staff to include a section in general requirements of the ordinance for non-profits and to send the amendments to the Zoning Board of Appeals and City Attorney for review. Motion carried 6-0-3.

**New Business** - None

**Other Business**

**6. Staff Updates** - None

Chairperson Monet requested a motion to excuse Commission Member Smith from tonight's meeting. Motion by Mr. Schillinger, supported by Mr. McLane, to excuse Commission Member Smith from tonight's meeting. Motion carried 6-0-3.

**7. Call to the Public**

The call to the public was made at 8:05 p.m. Hearing no response, Call to the Public was closed.

**8. Adjournment**

**Moved** by Mr. Petrak, supported by Mr. Schillinger, to adjourn the meeting at 8:05 p.m. **The motion carried 6-0-3.**

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*John Wells, Secretary*

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*Lauri French, Recording Secretary*