

## **Dexter Downtown Development Authority**

April 20, 2017 <> 7:30 AM

**Dexter Senior Center**  
7720 Ann Arbor Street  
Dexter, MI 48130

### **MINUTES**

1. Call to Order: Called to order at 7:30 AM on April 20, 2017 by Chairman Steve Brouwer.

2. Roll Call

Becker, Patrick-ab	Bellas, Rich	Brouwer, Steve
Darnell, Don	Finn, Doug	Fitzpatrick, Mike
Jones, Carol	Keough, Shawn	Model, Fred-ab
O'Haver, Dan-ab	Schmid, Fred-ab	Willis, Randy

Also in attendance: Michelle Aniol, Community Development Manager.

3. Approval of Minutes from the Regular Meeting on March 16, 2017.

*Motion Willis; support Keough to approve the minutes of the Regular Meeting on March 16, 2017 as presented.*

*Unanimous voice vote approval with Becker, Model, O'Haver and Schmid absent.*

4. Approval of Agenda:

*Motion Willis; support Finn to approve the agenda as presented.*

*Unanimous voice vote approval with Becker, Model, O'Haver and Schmid absent.*

5. Pre-arranged Audience Participation: *None*

6. Non-Arranged Citizen Participation: *None*

7. Treasurer's Report: Treasurer Mike Fitzpatrick provided the following information and the Board took the following action:

a) April Invoices: Invoices from City of Dexter for City Maintenance in the amount of \$5,000.00; City of Dexter for Purchase of House in the amount of \$20,000.00; and US Bank for Bond Payments in the amount of \$130,424.38 for a total amount of invoices of \$155,424.38.

*Motion Finn; support Darnell to pay the April invoices in an amount of \$155,424.38.*

*Unanimous voice vote approval with Becker, Model, O'Haver and Schmid absent.*

b) Approval of April 2017 Treasurer's Report.

*Motion Bellas; support Willis to approve the March Treasurer's Report as presented.*

*Unanimous voice vote approval with Becker, Model, O'Haver and Schmid absent.*

c) Budget Amendments

- 1) LaFontaine Brownfield Reimbursement
- 2) 2015 LaFontaine MMT Refund

*Motion Keough; support Fitzpatrick to approve the Budget Amendments of the LaFontaine Brownfield reimbursement and the 2015 LaFontaine MMT refund.*

*Unanimous voice vote approval with Becker, Model, O'Haver and Schmid absent.*

8. Correspondence / Communications:

None

9. Action Items:

a) Old Business - None

b) New Business - None

10. Discussion Updates:

a) Main Street Tree Replacement – Staff will discuss request from Tree Board.

*Ms Aniol explained the issue with the Bradford Pear trees in the downtown that as they age they weaken and begin dying. The Tree Board would like to use some of their funds to begin replacing these trees concentrating on Broad Street and the walkway to the Encore Theatre. Next year they plan to replace Main Street trees. They would like to replace with flowery trees without fruit or pods.*

11. Reports:

a) Committee Reports

1) Broad Street Redevelopment Committee – Update in Staff Report.

*The committee has reworked the version of the RFQ along with qualifications and they are asking prospects for a concept.*

b) Mayor – Shawn Keough

- *Mayor Keough reported that City Council will see the 2017-2018 Budget next Friday (April 28) and will have a Council Work Session on the Budget on May 3.*
- *The Council completed the City Manager review last evening (April 17). Council has a lot of respect for Ms. Nicholls and her staff.*
- *We are still trying to negotiate a Fire Department contract. The sticking point is fire fighter physicals.*

c) Staff – Michelle Aniol

- *8180 Main Street has been demolished. No underground tanks were found, but did have to relocate a family of foxes.*
- *Dexter's Pub remodeled over the weekend. They added new TV's over the bar. The look is more open and airy.*
- *Master Plan Update – Will begin with a Plan-to-Plan joint meeting with Council and DDA is invited to attend this planning session.*

12. Chairman's Report: May 18, 2017 Agenda

*Nothing to report at this time.*

13. Non-Arranged Citizen Participation:

*None*

14. Adjournment

*Motion Willis; support Finn to adjourn at 7:52 AM.*

*Unanimous voice vote approval with Becker, Model, O'Haver and Schmid absent.*

Respectfully submitted,

Carol Jones, Secretary

## Memo

**To:** Dexter DDA  
**From:** Marie Sherry, City Treasurer & Mike Fitzpatrick, DDA Treasurer  
**Date:** May 10, 2017  
**Re:** Treasurer's Report for Fiscal Year End 06-30-2017

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### Invoice Approval Notes

- PNC 2011 Refunding Bond (394-850-977.005): \$39,643.25 (paid May 1, 2017)
- Pear Sperling Eggan & Daniels, PC (Scott E. Munzel - Dexter Wellness Center 248-248-810.000): \$96.25
- Pear Sperling Eggan & Daniels, PC (Scott E. Munzel - Dexter Wellness Center 248-248-810.000): \$1,408.75
- Combined total due for all invoices is \$41,148.25

### Cash Status

<b>DDA Cash Balances Report</b>			
<b>4/30/2017</b>			
Fund	Account Name	General Ledger Balance	Notes
248 - DDA General	TCF Pooled Account	\$ -	
394 - DDA Debt	TCF Pooled Account	\$ -	
	<b>Total DDA Pooled Checking</b>	<b>\$ -</b>	
248 - DDA General	TCF Money Market Account	\$ 133,797.84	
248 - DDA Parking	TCF Money Market Account	\$ 12,512.98	
394 - DDA Debt	TCF Money Market Account	\$ -	
	<b>Total DDA Pooled Savings</b>	<b>\$ 146,310.82</b>	
248 - DDA General	Old National Bank CD	\$ 202,983.70	1.08%, matures 10-21-2017
248 - DDA General	Flagstar Bank CD	\$ 201,050.00	.70%, matures 7-26-2017
	<b>Total Non-Pooled</b>	<b>\$ 404,033.70</b>	
Total General Cash		\$ 550,344.52	
Total Debt Cash		\$ -	
		\$ 550,344.52	
Month End Cash		\$ 550,344.52	
Projected FY 16/17 Revenue All Funds		\$ -	
Projected FY 16/17 Expenditures All Funds		\$ (67,433.86)	
Wellness Center Set Aside		\$ (338,669.37)	Through February 28, 2017
Projected Year End Cash		\$ 144,241.29	

### Fiscal Year 2016-2017 Revenue Expenditure Report

05/09/2017 REVENUE AND EXPENDITURE REPORT FOR CITY OF DEXTER						
PERIOD ENDING 04/30/2017						
% Fiscal Year Completed: 83.29						
		2016-17		YTD BALANCE	AVAILABLE	
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2016-17 AMENDED BUDGET	04/30/2017 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)	% BDGT USED
<b>Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY</b>						
<b>Revenues</b>						
<b>Dept 000-ASSETS, LIABILITIES &amp; REVENUE</b>						
248-000-405.000	TAX CAPTURE REVENUE	303600.00	303600.00	302687.33	912.67	99.70
248-000-574.001	PERSONAL PROPERTY TAX REIMBURSEMENT	7800.00	7800.00	8812.29	(1012.29)	112.98
248-000-665.000	INTEREST EARNED	500.00	500.00	1704.34	(1204.34)	340.87
248-000-671.000	OTHER REVENUE	0.00	38000.00	38242.94	(242.94)	100.64
<b>Total Dept 000-ASSETS, LIABILITIES &amp; REVENUE</b>		<b>311900.00</b>	<b>349900.00</b>	<b>351446.90</b>	<b>(1546.90)</b>	<b>100.44</b>
<b>TOTAL REVENUES</b>		<b>311900.00</b>	<b>349900.00</b>	<b>351446.90</b>	<b>(1546.90)</b>	<b>100.44</b>
<b>Expenditures</b>						
<b>Dept 248-ADMINISTRATION</b>						
248-248-802.000	PROFESSIONAL SERVICES	5000.00	5000.00	2544.00	2456.00	50.88
248-248-803.000	CONTRACTED SERVICES	1700.00	1700.00	1500.00	200.00	88.24
248-248-810.000	ATTORNEY FEES	20000.00	35000.00	25500.25	9499.75	72.86
248-248-955.000	MISCELLANEOUS	0.00	0.00	62.00	(62.00)	100.00
248-248-957.002	DDA CAPTURE REFUNDS	5000.00	21000.00	17133.27	3866.73	81.59
<b>Total Dept 248-ADMINISTRATION</b>		<b>31700.00</b>	<b>62700.00</b>	<b>46739.52</b>	<b>15960.48</b>	<b>74.54</b>
<b>Dept 442-DOWNTOWN PUBLIC WORKS</b>						
248-442-803.015	CITY MAINTENANCE	5000.00	5000.00	5000.00	0.00	100.00
<b>Total Dept 442-DOWNTOWN PUBLIC WORKS</b>		<b>5000.00</b>	<b>5000.00</b>	<b>5000.00</b>	<b>0.00</b>	<b>100.00</b>
<b>Dept 901-CAPITAL IMPROVEMENTS</b>						
248-901-972.001	PURCHASE OF HOUSE	20000.00	20000.00	20000.00	0.00	100.00
248-901-972.002	DTE SUBSTATION MOVE	50000.00	50000.00	0.00	50000.00	0.00
<b>Total Dept 901-CAPITAL IMPROVEMENTS</b>		<b>70000.00</b>	<b>70000.00</b>	<b>20000.00</b>	<b>50000.00</b>	<b>28.57</b>
<b>Dept 965-TRANSFERS OUT - CONTROL</b>						
248-965-999.394	TR OUT FOR BOND PAYMENTS - 394	287400.00	287400.00	286663.31	736.69	99.74
<b>Total Dept 965-TRANSFERS OUT - CONTROL</b>		<b>287400.00</b>	<b>287400.00</b>	<b>286663.31</b>	<b>736.69</b>	<b>99.74</b>
<b>TOTAL EXPENDITURES</b>		<b>394100.00</b>	<b>425100.00</b>	<b>358402.83</b>	<b>66697.17</b>	<b>84.31</b>
<b>Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:</b>						
<b>TOTAL REVENUES</b>		<b>311900.00</b>	<b>349900.00</b>	<b>351446.90</b>	<b>(1546.90)</b>	<b>100.44</b>
<b>TOTAL EXPENDITURES</b>		<b>394100.00</b>	<b>425100.00</b>	<b>358402.83</b>	<b>66697.17</b>	<b>84.31</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>(82200.00)</b>	<b>(75200.00)</b>	<b>(6955.93)</b>	<b>(68244.07)</b>	<b>9.25</b>

Fund 394 - DDA DEBT FUND						
Revenues						
Dept 000-ASSETS, LIABILITIES & REVENUE						
394-000-695.248	TRANSFER IN FROM DDA FUND 248	287400.00	287400.00	286663.31	736.69	99.74
Total Dept 000-ASSETS, LIABILITIES & REVENUE		287400.00	287400.00	286663.31	736.69	99.74
TOTAL REVENUES		287400.00	287400.00	286663.31	736.69	99.74
Expenditures						
Dept 850-LONG-TERM DEBT						
394-850-992.000	BOND FEES	1000.00	1000.00	1000.00	0.00	100.00
394-850-997.003	DDA 2008 TAXABLE BOND (\$1.6M)	90000.00	0.00	0.00	0.00	0.00
394-850-997.004	DDA 2008 BOND (\$2+M)	116500.00	116500.00	116378.76	121.24	99.90
394-850-997.005	2011 REFUNDING BOND (\$620K)	79900.00	79900.00	79814.55	85.45	99.89
394-850-997.006	2015 REFUNDING - TAXABLE BOND	0.00	90000.00	89470.00	530.00	99.41
Total Dept 850-LONG-TERM DEBT		287400.00	287400.00	286663.31	736.69	99.74
TOTAL EXPENDITURES		287400.00	287400.00	286663.31	736.69	99.74
Fund 394 - DDA DEBT FUND:						
TOTAL REVENUES		287400.00	287400.00	286663.31	736.69	99.74
TOTAL EXPENDITURES		287400.00	287400.00	286663.31	736.69	99.74
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES - ALL FUNDS						
		599300.00	637300.00	638110.21	(810.21)	100.13
TOTAL EXPENDITURES - ALL FUNDS						
		681500.00	712500.00	645066.14	67433.86	90.54
NET OF REVENUES & EXPENDITURES		(82200.00)	(75200.00)	(6955.93)	(68244.07)	9.25

### Outstanding Accounts Receivable for Site Improvements

- The following invoices from 2009 are outstanding:
  - Mary O'Neil: \$1,300. *Full payment received Friday, May 5, 2017. Small claims case will be dismissed.*
  - Dexter's Pub: \$3,000. *Partial payments made in 2010, 2011 and 2016 on an original balance of \$7,000. Dexter's Pub is aware of outstanding balance. Next step, per City Treasurer, is small claims.*

### Required Reporting

- Form 5176 – Request for State Reimbursement of Tax Increment Finance Authority. Deadline to file is June 15<sup>th</sup>.
- Form 2604 – Tax Increment Financing Plan Report for Capture of Property Taxes. Deadline to file is July 31<sup>st</sup>.
- Qualifying Statement – Deadline to file is December 31<sup>st</sup>.
- Audit – Deadline to file is December 31<sup>st</sup>.
- Publish the Fiscal Year 2014-2015 Annual Report by February 28<sup>th</sup>.

PEAR SPERLING EGGAN & DANIELS, P.C.  
24 FRANK LLOYD WRIGHT DRIVE  
SUITE D-2000  
ANN ARBOR, MI 48105

BUS (734) 665-4441  
FAX (734) 665-8788

TAX IDENTIFICATION NO.: 38-1892279

Date: 3/31/2017

COURTNEY NICHOLLS  
DEXTER DOWNTOWN DEVELOPMENT  
AUTHORITY  
8140 MAIN ST  
DEXTER, MI 48130

Regarding: DEXTER DOWNTOWN DEVELOPMENT AUTHORITY/CITY OF DEXTER (Chelsea Health & Wellness 2016 Tax Appeal)  
File No.: DEXTERDDA-0001  
Invoice No: 130001

**Services Rendered**

Date	Staff	Description	Hours	Rate	Charges
2/28/2017	SEM	TELEPHONE CALL WITH MATT KENNISON REGARDING CWF MOTION FOR ABEYANCE, HIS PREFERENCE I FILE NO OBJECTION OVER STIPULATION; DRAFT RESPONSE THAT INDICATES NO OBJECTION	0.35	\$175.00	\$61.25
3/01/2017	SEM	PROOF NO OBJECTION; EFILE WITH MTT; SERVE PARTIES	0.20	\$175.00	\$35.00
Total Fees					\$96.25
Total New Charges					\$96.25
Previous Balance					\$0.00
Balance Due					\$96.25

**Staff Summary**

Name	Hours	Rate
Scott E Munzel	0.55	\$175.00

Any payments received after the invoice date will be reflected on the next bill. If you have any questions regarding this bill, please do not hesitate to call our office. Thank you for your business!

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PAYMENT OF THIS INVOICE IS DUE WITHIN 15 DAYS.

PAYMENT METHOD:

CHECK FOR \$ \_\_\_\_\_ ENCLOSED.

PLEASE USE MY CREDIT CARD (ONLY FOR AMOUNTS IN EXCESS OF \$250)

- MASTERCARD
- VISA
- AMERICAN EXPRESS

CARD NO.: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

AMOUNT: \_\_\_\_\_ SVC CODE: \_\_\_\_\_

NAME ON CARD: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_



PEAR SPERLING EGGAN & DANIELS, P.C.  
24 FRANK LLOYD WRIGHT DRIVE  
SUITE D-2000  
ANN ARBOR, MI 48105

BUS (734) 665-4441  
FAX (734) 665-8788

TAX IDENTIFICATION NO.: 38-1892279

Date: 3/31/2017

COURTNEY NICHOLLS  
DEXTER DOWNTOWN DEVELOPMENT  
AUTHORITY  
8140 MAIN ST  
DEXTER, MI 48130

Regarding: DEXTER DOWNTOWN DEVELOPMENT AUTHORITY/CITY OF DEXTER (Chelsea Health & Wellness Tax Appeal #3)  
File No.: DEXTERDDA-0003  
Invoice No: 130003

**Services Rendered**

Date	Staff	Description	Hours	Rate	Charges
2/06/2017	SEM	EMAIL SHAWN AND COURTNEY REGARDING LEGISLATIVE EFFORTS OF NON-PROFIT GROUPS	0.05	\$175.00	\$8.75
2/13/2017	SEM	REVIEW CWF NEW MOTION TO STRIKE ARGUMENTS FROM STATE BRIEF	0.20	\$175.00	\$35.00
2/16/2017	SEM	REVIEW CWF MOTION; REVIEW COURT RULES REGARDING ASSESSMENT OF VALIDITY, TIME TO RESPOND	0.25	\$175.00	\$43.75
2/21/2017	SEM	TELEPHONE CALL WITH MATT HODGES AT STATE ATTORNEY GENERAL OFFICE REGARDING CWF PLEADING REGARDING THREE CASES, PERSPECTIVE OF DEXTER BRIEF OPPOSING	0.20	\$175.00	\$35.00
2/22/2017	SEM	REVIEW EMAILS REGARDING CWF PERSONAL PROPERTY, SUGGEST IT IS ON THE TAX ROLL AS ANY OTHER PROPERTY	0.10	\$175.00	\$17.50
2/22/2017	SEM	OBTAINS SPECTRUM DECISION FROM MTT WEBSITE	0.10	\$175.00	\$17.50
2/23/2017	SEM	REVIEW PRIOR PLEADINGS AND LANGUAGE AND ARGUMENTS USED; PREPARE OUTLINE FOR OPPOSITION TO CWF MOTION TO STRIKE; RESEARCH CASES ON USE OF UNPUBLISHED COURT OF APPEALS CASES; DRAFT OPPOSITION TO CWF MOTION; EMAILS TO SHAWN AND COURTNEY FOR REVIEW	3.15	\$175.00	\$551.25
2/24/2017	SEM	TELEPHONE CALL WITH SHAWN REGARDING HIS COMMENTS ON BRIEF; PROOF AND REVISE BRIEF; ADD CITATION FOR LATEST CASE; REVIEW	1.75	\$175.00	\$306.25

STERLING CASE TO CONFIRM APPROPRIATE TO  
CITE REGARDING UNPUBLISHED CASES, EFILE  
BRIEF WITH COURT OF APPEALS

Date	Staff	Description	Hours	Rate	Amount
2/24/2017	SEM	REVIEW STATE BRIEF IN OPPOSITION OF CWF MOTION	0.15	\$175.00	\$26.25
2/24/2017	SEM	REVIEW LATEST MTT DECISION ON SPECTRUM HEALTH ALLOWING TAX EXEMPTION	0.40	\$175.00	\$70.00
2/27/2017	SEM	SEND LATEST BRIEFS TO CLIENTS; TELEPHONE CALL WITH ANDREA CRUMBACK REGARDING SPECTRUM HEALTH MTT DECISION; PREPARE EMAILS WITH COMMENTS ON SPECTRUM DECISION, LEGISLATIVE ISSUES	0.85	\$175.00	\$148.75
3/01/2017	SEM	TELEPHONE CALL WITH COURTNEY REGARDING LATEST PLEADING, POTENTIAL IMPACT OF BARUCH SUPREME COURT DECISION, POTENTIAL SUPPLEMENTAL BRIEFS, LEGISLATIVE MEETING AND RELATED ISSUES	0.20	\$175.00	\$35.00
3/03/2017	SEM	REVIEW LOBBY GUIDE; REVIEW STATUTE ON LOBBY REGISTRATION; TELEPHONE CALL WITH BUREAU OF ELECTIONS REGARDING INTERPRETATION; EMAIL TO COURTNEY AND SHAWN REGARDING LOBBYING ISSUES	0.50	\$175.00	\$87.50
3/17/2017	SEM	TELEPHONE CALL WITH ANDREA CRUMBACK REGARDING MEETING WITH LEGISLATORS, STRATEGIC CONTACT WITH OTHER LEGISLATORS, STRATEGIC CONTACTS WITH OTHER LEGISLATORS, COALITION MEMBERS REGARDING POTENTIAL LEGISLATION	0.15	\$175.00	\$26.25

Total Fees \$1,408.75

Total New Charges \$1,408.75

Previous Balance \$0.00

Balance Due \$1,408.75

**Staff Summary**

Name	Hours	Rate
Scott E Munzel	8.05	\$175.00

Any payments received after the invoice date will be reflected on the next bill. If

you have any questions regarding this bill, please do not hesitate to call our office. Thank you for your business!

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PAYMENT OF THIS INVOICE IS DUE WITHIN 15 DAYS.

PAYMENT METHOD:

CHECK FOR \$ \_\_\_\_\_ ENCLOSED.

PLEASE USE MY CREDIT CARD (ONLY FOR AMOUNTS IN EXCESS OF \$250)

- MASTERCARD
- VISA
- AMERICAN EXPRESS

CARD NO.: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

AMOUNT: \_\_\_\_\_ SVC CODE: \_\_\_\_\_

NAME ON CARD: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

PNC BANK, N.A.  
 P O BOX 340777  
 PITTSBURGH PA 15230-7777

0016761

Direct any questions regarding your statement to the above address.

	Portfolio	Obligation	Obligor	Interest Paid
	010	605163477	34239695	Year to Date
				0.00
	Maturity	Billed	Due	
	Date	Date	Date	<b>Total Amount Due</b>
	05/01/20	04/14/17	05/01/17	<b>39,643.25</b>

VILLAGE OF DEXTER  
 8140 MAIN STREET  
 DEXTER MI 48130

Payment must be made in the amount indicated in the "Total Amount Due" section above to avoid additional interest and/or delinquency charges.

**Loan Summary**

Previous Interest Due	Interest Debits and Credits	Current Interest Due	Total Interest Due	Total Fees Due
4,171.30	4,171.30-	3,643.25	3,643.25	0.00
Previous Principal Due	Principal Debits and Credits	Current Principal Due	Total Principal Due	Total Late Charges Due
36,000.00	36,000.00-	36,000.00	36,000.00	0.00

**Activity Detail**

Date	Transaction Description	Interest Rate	Fee Amount	Principal Amount	Principal Balance	Days	Interest
1/01/16	Balance Forward	2.950000			284,000.00		4,171.30
0/26/16	Interest Paymt	2.950000			284,000.00		4,171.30-
0/26/16	Principal Paymt	2.950000		36,000.00-	248,000.00		
1/01/16	Adjustment				248,000.00		14.75-
1/01/17	Int. Accrual	2.950000			248,000.00	60	1,219.33
5/01/17	Int. Accrual	2.950000			248,000.00	120	2,438.67

*394-850-977.005*  
*2011 Refunding Bond (DDA)*

Please return this portion with payment. Make check payable to "PNC Bank".

**PNC Bank Commercial Loan Statement**

VILLAGE OF DEXTER

Interest Due	Principal Due	Due Date
3,643.25	36,000.00	05/01/17
Fees Due	Late Charges Due	<b>Total Amount Due</b>
0.00	0.00	<b>39,643.25</b>
Portfolio	Obligation	Obligor
010	605163477	34239695

PNC BANK, N.A.  
 COMMERCIAL LOAN OPERATIONS  
 P O BOX 747046  
 PITTSBURGH PA 15274-7046

Amount Paid

201000100605163477342396954000039643259



## OFFICE OF COMMUNITY DEVELOPMENT

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

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### STAFF REPORT

**To:** Downtown Development Authority  
Courtney Nicholls, City Manager

**From:** Michelle Aniol, Community Development Manager

**Date:** May 18, 2017

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#### Planning Commission Updates

The Planning Commission considered the following cases on Monday, May 1, 2017:

- AP2016.17-25 150 Jeffords – The Planning Commission conducted a public hearing to consider an Application for Planned Unit Development (PUD) and Area Plan for 150 Jeffords. The application was submitted by Guenther Building Company and Joseph Schulz, Schulz Development II, LLC, on behalf of Mill Creek Terrace LLC. The applicants are proposing a 4-story, 20-22 unit owner-occupied residential development to be located at 150 Jeffords, across the street from Mill Creek Park, and one block south of the intersection of Alpine and Main Street, in downtown Dexter.

Following presentations by the Planning and Engineering Consultants (CWA and OHM, respectively), City Staff and the applicant, Chairman Kowalski opened the public hearing. No public comments were offered.

Following the public hearing, and after a thorough discussion the Planning Commission voted unanimously to recommend approval of the proposed Application for PUD and Area Plan for 150 Jeffords, subject to the following conditions:

- (1) Staff review dated May 1, 2017;
- (2) CWA review dated, April 19, 2107;
- (3) OHM review dated, April 19, 2017;
- (4) DAFD review dated, April 8, 2017;
- (5) The applicant must submit an amendment to the Mill Creek Terrace Development Agreement for review and approval of city staff, the DDA, and the City Attorney, prior to City Council consideration of the Area Plan; and
- (6) The following recommendations/determinations:
  - a. The proposed mixed-use development, with retail or office on the first floor and residential dwelling units on the 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> floors, complies with the Master Plan.
  - b. The proposed density, 22 residential dwelling units, is recommended.
  - c. The request for a deviation from the 70% glass requirement in Section 15(A).04C is recommended.
  - d. The proposed property swap is recommended.
  - e. The proposed building height is recommended.
  - f. Twenty-four under building (on-site) parking spaces is recommended; and
  - g. The proposed \$2,500/parking space contribution to the City's Parking Fund, for 24 parking spaces, is recommended as a recognized and material benefit.

- The Planning Commission conducted a public hearing to consider amendments to the Zoning Ordinance.
  - Article I, Enacting Clause, Title, Purpose
  - Article IV, Non-Conformities
  - Article VIII, Special Land Uses
  - Article XIX, Planned Unit Development (PUD)
  - Article XXI, Site Plan Review
  - Article XXII, Administration and Enforcement
  - Article XXIII, Ordinance Amendments
  - Article XXIV, Zoning Board of Appeals

There were no public comments offered. After the public hearing, the Planning Commission voted 5-2 to postpone action until its June 5<sup>th</sup> meeting.

- The Planning Commission considered a Combined Site Plan for a 29,371 sq. ft. addition to the existing 52,149 sq. ft. Variety Die and Stamping facility, located at 2221 Bishop Circle West. It's been two years since the company's last expansion.

The Planning Commission voted unanimously to recommend conditional Preliminary Site Plan approval to City Council. The reason for the recommendation for preliminary approval rather than final approval was due to 1) the applicant's last minute request for landscape modifications, and 2) the site plan did not have sufficient detail to evaluate the applicant's request. The recommendation for approval is subject to the following conditions:

- Staff review dated, May 1, 2017
  - CWA review dated, April 20, 2017
  - OHM review dated, April 19, 2017
  - DAFD review dated, April 8, 2017 and
  - The applicant must submit a revised landscape plan.
- The Zoning Board of Appeals is scheduled to conduct a public hearing on Monday, May 15, 2017. The purpose of the hearing is to consider a variance request, submitted by 814 Development, on behalf of Rainbow Rascals MI – Dexter LLC, for a portion of vacant property located at the intersection of Dexter Ann Arbor Road and Eaton Court (portion of parcel 08-08-05-300-061). The applicant has requested a variance from Section 15(B).02.C.1, of the City of Dexter Zoning Ordinance, which requires new building setbacks to be uniform with adjacent lots in the PB Professional Business Districts.

Backstory: On May 1, 2017 the Planning Commission considered a Combined Site Plan for a child care center that showed the structure having a front yard setback of 86.89 feet, which was not uniform with an existing structure, on the lot adjacent to the southeast of the subject site. The front yard setback of said adjacent structure is 39.86 feet. The Commission expressed concern that plan did not provide a "uniform front building setback" with the bank on the adjacent property, in accordance with the ARC Dexter Ann Arbor Corridor Overlay District (Section 15(B).02.C.1). The Planning Commission postponed action on the combined site plan for Rainbow Child Care Center to allow the applicant time to address the setback issue.

Following the May 1<sup>st</sup> Planning Commission meeting, the applicant has submitted a revise the plan that provides a more "uniform front building setback". Consequently, the applicant has asked and staff recommends the public hearing to consider the variance request must be postponed,

until the Planning Commission has a chance to review the revised plan, and determine if it complies with Section 15(B).02.C.1.

#### **Miscellaneous Updates**

- Written questions regarding the Requests for Proposals an Economic Development Strategy were accepted on or before April 26<sup>th</sup>. Inquiries were compiled and answers were posted on the City's website <http://www.dextermi.gov/doing-business-village-2> and the Michigan Intergovernmental Trade Network (MITN). Answers were also emailed to the individuals who submitted questions. Proposals are due by 2:00 pm on May 12, 2017.