

DEXTER VILLAGE PLANNING COMMISSION
Monday, March 4, 2013
Regular Meeting

The meeting was called to order at 7:31 p.m. by Chair Kowalski at the Dexter Senior Center, 7720 Ann Arbor Street.

Present: Kowalski, Stewart, Robinson, Bell, Kimmel, Semifero

Phillips entered at 7:33pm

Absent: Schmid, Wilcox

Approval of Minutes

-Moved Robinson, support Semifero to approve the Regular Meeting minutes for January 7, 2013 as presented.

Voice vote: Unanimous Motion Carried

Approval of Agenda

-Moved Semifero, support Bell to approve the agenda as amended adding item New Business C. Dexter Town Center Land Banked Parking Discussion.

Voice vote: Unanimous Motion Carried

Public Hearings-

A. Special Land Use Request – 8099 Main Street – Bits n Pizza Outdoor Seating

The Hearing was opening at 7:33.

Staff provided a brief presentation on the information included in the packet, including but not limited to, consultant review comments, existing conditions of the site, construction activities and approvals granted by the Washtenaw County Building Department, changes from initial submittal in November, pedestrian access, ADA access, etc.

The applicant Rob and Mindy D’Oria answered a few questions about hours of operation and lighting. Lighting will be done by stringing lights around the perimeter of the deck and lights will be placed on the rear of the building. Hours of operation are as proposed. Applicant plans to be closed Sundays and does not see a need to remain open past 11 pm, even for events such as Dexter Daze.

There was no public wishing to comment.

The Hearing was closed at 7:39.

The Planning Commission discussion included, but was not limited to:

- Consultant review, including the sufficient information provided by the applicant based on the existing building and the requirements of the Washtenaw County Building Department.
- Existing site conditions
- Pedestrian access from the rear of the building.
- Approved and constructed ADA access; approved by building department and fire inspector.
- No tree removal required.
- Hours of operation, no hours Sunday and consideration for Dexter Daze (special events) not necessary.
- Lighting – string lights around perimeter of deck and on the back of building.
- No wrought iron fence- initial submittal changed
- Applicant considering making landscaping upgrades

Moved Bell, support Robinson.

Based on the information provided by the applicant at the March 4, 2013 Planning Commission meeting and pursuant to Section 8.03, Special Land Use review standards, the Planning Commission recommends that the Village Council APPROVE the Special Land Use application for outdoor seating at 8099 Main Street.

The Special Land Use permit is granted with the following conditions:

1. The applicant will be required to submit the outdoor seating permit.

Ayes: Stewart, Robinson, Kimmel, Semifero, Phillips, Bell, Kowalski

Nays: None
Absent: Schmid, Wilcox
Motion Carried

Pre-Arranged Citizen Participation-none

Reports of Officers-

- A. Chairman Report Kowalski - none
- B. Planning Commissioners Reports and Ex-officio Reports
 - 1. Ex-officio Semifero reported on Road Committee and Council Street Workshop; Cityhood Town hall meeting planned prior to May 7th election.
 - 2. Commissioner Kimmel provided an update on her progress meeting with the Post Office and Oxford Properties on relocating the Post Office to the Dexter Crossing Commercial Center. Commissioner Kimmel also reported on the need for the Speed Sign at Dover and Fifth and the need for more police presence to reduce speeding.
- C. Community Development Office Report
 - 1. ZBA Notice of Decision – Case 2013-01 and 2013-02
 - 2. Segment D1 Trail Update – construction hopefully this fall, meeting with County and MDOT to be approval of design.
 - 3. Redevelopment Ready Communities – staff introduced information on program. Planning Commission discussed several years ago and opted not to do. Staff asked if Planning Commission wanted to consider again. Planning Commission feedback was that the Village does not need assistance, Village is already progressive and current, the program is for communities that have not seen development in years and has not updated ordinances to address current issues in development, program a very low priority unless there are grant opportunities available. State of Michigan involved in program now, which may have changed a few things. Staff will look into.
 - 4. Pre Application Meeting – Staff reported that a pre application meeting has been requested by Steve Brouwer for the Dexter Town Center Building #3. Commissioners on the schedule for the next meeting are Kowalski and Wilcox. Staff will email out date, Commissioners asked to respond if they cannot make it.

Citizens Wishing to Address the Commission - none

Old Business

- A. Discussion of: 2013-2018 Capital Improvements Plan

Staff reviewed the memo highlighting discussion from the last meeting, the draft executive summary, and the changes made to the summary sheet. The Planning Commission briefly discussed if anyone had any questions and that the Planning Commission has seen the document several times. Planning Commissioners were encouraged to provide any additional feedback to staff.

Moved Robinson, support Bell to set a public hearing for review of the 2013-2018 Capital Improvements Plan for April 1, 2013 at 7:30 pm at the Dexter Senior Center.

Ayes: Stewart, Robinson, Kimmel, Semifero, Phillips, Bell, Kowalski
Nays: None
Absent: Schmid, Wilcox

Motion Carried

New Business

- A. Discussion of: 2013 Ordinance Revisions – Signs, lighting and landscaping

Staff provided a memo in the packet discussing potential options for moving forward with ordinance revisions that may be necessary per the Planning Commission discussion at the February meeting. The discussion in February revolved around the need to review the Article 3, Lighting, Article 6 Landscaping and Article 7, Sign Regulations given observations in the field that they are not functioning as desired. Staff provided several options for moving forward and the Planning Commission directed staff to complete a list of goals and objectives for what the planning Commission hopes to accomplish by revising the ordinances. The Planning Commission can then review the list at the April and May meetings. The Planning Commission

will then communicate to the Village Council the goals in an effort to get feedback on the need for revisions or if the Planning Commission should not spend time providing ordinance revision recommendations.

- B. Discussion of: Arts Heritage and Culture (ACH) Selection Committee Representative
Zoning Board of Appeals (ZBA) Representative

Moved Kimmel, support Bell to nominate Marni Schmid to continue serving as the Planning Commission representative on the ACH Selection Committee

Voice Vote: Unanimous Motion Carried

Moved Bell, support Robinson to nominate Derk Wilcox to continue serving as the Planning Commission representative on the ZBA.

Voice Vote: Unanimous Motion Carried

- C. Discussion of: Dexter Town Center Land Banked Parking

Staff provided new information to the Planning Commission that included a letter from DWC Investments LLC and a site plan for the Dexter Town Center notifying the Village that DWC was considering installation of the previously approved 22 land banked parking spaces on the south side of the Dexter Wellness Center. Staff provided the Planning Commission with a review of the requirements of Article 21, Site Plan Review and approval and informed them that per Section 21.02 expansion of a parking lot requires site plan approval. Staff also informed the Planning Commission that there is no protocol for what needs to occur if an applicant wants to construct approved land banked parking. Staff requested that the Planning Commission provide feedback on how they envision the process for approval. The Planning Commission discussed the issue, including but not limited to:

1. The parking was reviewed and approved as part of site plan review.
2. Installation of the parking is voluntary
3. Land banked parking is not a singularly approvable item, it is up to developer
4. Discretion for installation of the parking needs to be permitted otherwise requirement needs to be in the ordinance.
5. Site plan approval process could add a condition of approval that notification be provided.
6. Requiring that additional approval be required to construct land banked parking could be added to ordinance; however that would discourage developers from land banking therefore not a preferred option.
7. Planning Commission appreciated notification, but did not expect more.
8. Agreed that notification to Council would be next step.

No further action was taken by the Planning Commission. Staff confirmed with the Commission that they were satisfied with staff notifying the Village Council via the staff report and that no further action was necessary. The Planning Commission noted that they appreciated the notification but additional approval should not be required if previously approved. The Planning Commission does not want to discourage developers from land banking parking if possible.

Proposed Business for Next Agenda

- A. CIP 2013-2018 Public Hearing
- B. Dexter Town Center Building 3 (Tentative May)
- C. Ordinance Revisions (Articles 3, 6 and 7– Goals and Objectives)
- D. Segment D1 B2B Trail Plan Review

Citizens Wishing to Address the Commission-none

Adjournment

Adjourn at 8:35 p.m.

Respectfully submitted,

Allison Bishop
Recording Secretary

Filing Approved 4-1-13