

Charter Township of Lyon
Planning Commission
Regular Meeting Minutes
October 10, 2011

Approved: November 14, 2011, as written

The meeting was called to order by Mr. O'Neil at 7:02 p.m.

Roll Call: Lise Blades, Vice-Chair
Ed Campbell (arrived at 7:08 p.m.)
Michael Conflitti, Secretary
John Dolan
Kristopher Enlow
Sean O'Neil, Chairman
Carl Towne

Guests: 0

Also Present: Chris Doozan, McKenna Associates
Phillip Seymour, Township Attorney
Michelle Aniol, DDA Administrator/Economic Development
Coordinator

**Motion by Towne, second by Blades
To excuse Mr. Campbell's absence.**

**Voice Vote: Ayes: Unanimous
Nays: None**

MOTION APPROVED

APPROVAL OF AGENDA

**Motion by Towne, second by Blades
To approve the agenda as submitted.**

**Voice Vote: Ayes: Unanimous
Nays: None**

MOTION APPROVED

CONSENT AGENDA

**Motion by Towne, second by Blades
To approve the September 12, 2011 Meeting Minutes as presented.**

Voice Vote: Ayes: Unanimous
Nays: None

MOTION APPROVED

COMMENTS FROM PUBLIC ON NON-AGENDA ITEMS – None

DDA REPORT

Ms. Aniol reported that the Annual Oakland County Heritage conference was a success this year. Supervisor Young gave a very informative PowerPoint presentation, which was well received by attendees and organizers.

The DDA has kicked off its “Welcome to Lyon” initiative in September, and there will be three more presentations in October.

The DDA has received its first applications to the sign grant program. The businesses that are seeking assistance are Kennedy Industries and Ruskin Family Dentistry.

Updates to the Township’s website include a message from the Township Supervisor.

Ms. Aniol also reported on the historic photograph-lending program where the historic photos will be loaned out to various businesses in the DDA District for display.

Finally, the DDA has asked McKenna Associates to plan and host a joint meeting of the Township Board, Planning Commission and DDA to give members a better understanding of Form Based Code.

PUBLIC HEARINGS - None

OLD BUSINESS – None

NEW BUSINESS - None

ADDITIONAL BUSINESS

1. Parks and Recreation Plan

Mr. Doozan reviewed the McKenna Associates memo date 9/22/11. He explained that the DDA has approved funding for completion of the Parks and Recreation master Plan. A Scope of Services was prepared. He pointed out that since there is not an active Parks and Recreation Committee he proposed working with the Planning Commission.

Mr. Doozan reviewed the Scope of Services that would produce a plan that can be approved by the MDNR so that the Township can apply for grants.

Ms. Blades explained that she used to be the Chair for the Parks Committee and it has been disbanded. She believed there was zero intent on resurrecting the committee. Mr. Doozan stated that he didn’t know if there was interest in starting up the Parks

Committee again but that he could work with the Planning Commission or the Parks and Recreation Committee.

Ms. Blades felt that all of the decisions ended up being made administratively and not by the Parks Committee. She explained that there is no money, and there will not be a parks millage. Before a Master Plan should be done, she felt that that there needed to be a plan in place for management costs of that plan. Ms. Aniol explained that the DDA understands the funding. Also, the scope of work looks detailed but much of that work was done before as part of the Master Plan update and the DDA has learned that if something is built a maintenance budget must go along with that.

Ms. Blades questioned what services will be received for \$6,000.00. Mr. Doozan explained that some of the work has been done and an outline has been provided. Ms. Aniol explained that this is not a huge amount of money, and the goal is to have a plan. Ms. Blades explained that the DNR is not happy with the Township due to the violations that were in the park. The Township just got back in favor with the DNR, and she did not hold out hope that any grant money would be given to the Township in the near future.

Mr. Dolan questioned how to resurrect the Parks Committee, since he felt that a Parks and Recreation Committee would be a benefit to the Township and help get things going in the park.

Mr. Towne felt the plan was a good, solid plan with a vision but that there needed to be people on the committee that can bring attention to the park such as the President of Panthers Football and Junior League Baseball. He would like to see Ms. Blades as part of the Committee as well.

Ms. Blades explained that the Committee had tried working with the South Lyon Recreation Department and were not able to negotiate, so a lot of the activities that are offered did not take place in the park.

Mr. Dolan felt the price was good for a Master Plan Update, and it's a great start.

There was brief discussion regarding members of the community that they would like to see on the Committee. Ms. Blades concern was that volunteers are already spread thin.

Motion by Towne, second by Blades

To authorize/recommend to the Township Board the scope of services be adopted provided the Parks and Recreation Committee is resurrected.

**Voice Vote: Ayes: Unanimous
 Nays: None**

MOTION APPROVED

Mr. Dolan thanked Ms. Aniol for her contributions regarding the DDA.

2. Vehicle Decision Chart

Mr. Doozan reviewed the McKenna Associates memo dated 9/12/11. He explained that these are important amendments that will clarify where gas stations, repair garages, car washes and other vehicle related uses can go, and under what conditions.

Mr. Enlow suggested that one permitted principal use be used per category so that potential applicants are not deterred due to the requirement of a Special Land Use. Mr. Doozan stated that he didn't think a B-2 should have a principal permitted use. Mr. O'Neil stated that they need to be careful on how much to open these types of uses; there is flexibility with this plan. He agreed that a Special Use does take time, but at the same time it protects the surrounding areas. There was concern regarding the property across from the Township Hall being zoned B-3, and no one wanted to see this type of facility in that area.

Ms. Aniol confirmed that this would not impact the Township overlay.

Mr. Doozan explained that he would amend the definition and add a vehicle definition and remove the reference to alleys in item #4.

**Motion by Towne, second by Blades
To set a public hearing for the November meeting.**

Voice Vote: Ayes:	Unanimous
Nays:	None

MOTION APPROVED

3. Wayfinding Signs

Ms. Aniol explained that the DDA did approve the signage, and it is going out for bid. Most of the signage is entryway and directional signage around the ring road. Directional pedestrian signage has not been done yet. The concentration was on entryway, directional signs and welcome signs. The Planning Commission liked the examples of the signage.

Mr. Towne stated that he would like to see the signs made locally or in Michigan. Mr. Towne also questioned if there was a plan in place if the company went out of business. Ms. Aniol stated that bonding will not be done and, it would be possible to find another company that offers similar signs/posts. Ms. Aniol also explained that the downtown portion of the signage for New Hudson has not been done yet.

4. Community Reports

Mr. Dolan reported that the regulations for solar energy was approved by the Board in an amount not to exceed \$2,200.00

Mr. Doozan offered an article on the impact the economy is having on Real Estate and office space and an article that represents Lyon Township in the Planning and Zoning

News.

Mr. O'Neil questioned the work program. Mr. Doozan stated that he would meet with Mr. O'Neil about that.

ADJOURNMENT

**Motion by Towne, second by Blades
To adjourn the meeting at 8:48 p.m.**

Voice Vote:	Ayes:	Unanimous
	Nays:	None

MOTION APPROVED

The Planning Commission meeting was adjourned at 8:48 p.m. due to no further business.

Respectfully Submitted,

Kellie Angelosanto

Kellie Angelosanto
Recording Secretary