

**Charter Township of Lyon**

**Downtown Development Authority  
And Development Council**

**Monday November 19, 2012**

**Special Meeting Minutes**

**Members Present:** John Bell  
Vince DeAngelis  
Tim Miner  
Mark Szerlag  
Lannie Young

**Absent:** Jay Howie  
Bryan Wallace  
Tamra Ward

**Also Present:** Michelle Aniol, DDA Administrator/Economic Development Coordinator  
Chris Doozan, Township Planner/McKenna Associates  
Nikki Jeffries, Township Engineer/Giffels Webster  
Scott Baker, Township Attorney

Chris Doozan resumed review of the draft Lyon Center Form-Based Code. The following changes and suggestions were discussed by the Board:

<b>SECTION 2.104, BUILDING DESIGN</b>	Sub-section F, Ground Floor Design: <ul style="list-style-type: none"><li>• Change first story clear height from “14 feet” to “12 feet.”</li></ul> Sub-section H.2, Flat Roofs Requirements: <ul style="list-style-type: none"><li>• Screen from vantage point of 6 feet above street level. Chris Doozan will review current standards to ensure roof top equipment is adequately screened from view at street level.</li></ul> Sub-section H.3.i, Pitched Roof Requirements: <ul style="list-style-type: none"><li>• Remove the entire last sentence beginning with “Plumbing vent pipes.”</li></ul> Sub-section I, Encroachments: <ul style="list-style-type: none"><li>• Replace the word “including” with the word “excluding.”</li></ul>
<b>SECTION 2.201, PARKING</b>	Sub-section A.2, Nonresidential Uses: <ul style="list-style-type: none"><li>• Relax the “1 parking space per 500 sq. ft” to 2 ½ spaces times the current standard in the Zoning Ordinance.</li></ul>

	<p>Sub-section A.4, Bicycle Parking: Replace the word “shall” with the word “<b>may.</b>”</p> <p>Sub-section A.6, Shared Parking Reductions: Replace the term “a possible option” with the word “permitted” in the first sentence.</p> <p>Sub-section E, Loading Spaces: Replace the word “any” with the word “main street.”</p>
SECTION 2.202, OUTDOOR AMENITY SPACE	<p>Replace the number “20,000” with the number “10,000.”</p> <p>Board discussed a place to site without requirements and encouraged quality rather than quantity.</p>
SECTION 2.203, OUTDOOR RETAIL SALES	<p>Sub-section A, No Permit Required: Insert the phrase “such as sidewalk sales” after the word “displays.”</p>
SECTION 2.204, OUTDOOR STORAGE	<p>Board discussed the need to better define the difference between outdoor storage and outdoor retail sales.</p>
SECTION 2.206, SIGNS	<p>Sub-section C, Design and Materials: Add sub-section 5, Exclude signs of temporary nature.</p> <p>Sub-section F.2.a, Awning and Canopy Signs: Replace the number “25%” with “30%”.</p> <p>Sub-section F.8, Restaurant Menu Signs: Add Decorative Free Standing Sign.</p>

The Board questioned where were the regulations for A-frame or sandwich boards, vertical projecting signs and pole signs. Chris Doozan will review and prepare a draft for next Form Based Code meeting.

The Memorandum submitted by Code Enforcement Officer, Mark Spencer will be discussed at the next Form Based Code meeting.

Vice Chairmen John Bell call the meeting to order on Monday, Nov 19, 2012.

### 3. Approval of Agenda:

**Lannie Young made a motion to integrate today’s discussion into the agenda. Mark Szerlag offered support for the motion, which was approved unanimously.**

### Adjournment:

**Lannie Young made a motion to adjourn. Tim Miner offered support for the motion, which was approved unanimously. Meeting adjourned at 4:35 p.m.**

Respectfully submitted

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Rose Case  
Recording Secretary

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Bryan Wallace  
DDA Secretary