

Present: Council: President Mooney; Pro-Tem Peddie Members: Abboud, Borgon, Delaney and Mueller,

Planning Commission: Chairperson Ostrowski; Vice-Chair Westerlund; Members: Chegash, Drummond, Grinnan, Ruprich

Absent: Council: Oen
Planning: Borowski, Jensen, and Stempien

Also Present: Village Manager, Wilson
Planning and Zoning Administrator, Wilks
Planning Consultant, Kathleen Duffy

Chairperson Ostrowski called the meeting to order at 7:30 p.m. in the Village municipal building at 18500 W. Thirteen Mile Road.

ADDITIONS TO AGENDA/APPROVE AGENDA

Motion by Westerlund, second by Chegash, to approve the agenda as published.

Motion passed.

PUBLIC COMMENTS

None

RECAP OF 2015

Ostrowski recapped last year's Planning Commission activities. The majority of time was spent on the Master Plan. There will be a public hearing on the updated Master Plan at the Council meeting March 15, 2016. The Planning Commission looked at several ordinances this past year, while continuing the progress on the Master Plan and the Village Center plans.

MASTER PLAN PRESENTATION

Goals/Objectives

Ostrowski stated the biggest change to the Master Plan is the Goals and Action Section which will outline the steps required to enact the vision in the plan. Kathleen Duffy, LSL Planning, explained that the goals from the previous year were reviewed and updated, thus setting a new tone for the document and allowing the Village to better reach these goals. The Michigan Enabling Act requires that the Master Plan is reviewed every five years.

The Goals outlined in this Master Plan relate to Land Use and Development, Transportation and Infrastructure, Community and Quality of Life.

Implementation of Action Plan

The Master Plan Top Priority Actions for 2016-17 are:

1. Prepare new zoning ordinance: improve organization, modernize language, add graphics, digital navigability, and make it more user friendly.
2. Refine zoning tools for residential redevelopment. (i.e. add PUD (Planned Unit Development) and revise cluster development option)

3. Streamline site plan review application and submittal process.
4. Adopt a woodland ordinance to a) preserve landmark trees, b) require new development to replace or preserve trees, and/or c) establish permitting process for tree removal.
5. Consider adoption of flexible street design standards with required construction standards and right-of-way width for public and private streets.
6. Market the Village Center to developers. Continue to work with owners on new plans for their properties.

Ostrowski reviewed each of the Action Items listed. Regarding the new zoning ordinance, it should be accessible to people and streamlined for easier usability online. Westerlund stated that streamlining the site plan review process by creating a site plan package for people will cut back on the amount of missing information. Wilson suggested that modifications to the current method could streamline the approval process. Currently the process is at a 90+ day time frame.

Ostrowski stated that adopting a woodland ordinance is a great step towards environmental stewardship. Peddie clarified the parameters for determining a "landmark tree". That is defined as any tree that is over a certain age or height. It does not prohibit a single family residence from removing trees on their property.

Ostrowski stated that adoption of flexible street design standards allows for the Village engineer, DPW, Fire Marshal and the Planning Commission to work together to implement new strategies to develop the Village.

Marketing the Village Center to developers has been discussed at previous meetings and continues to be a priority for the Village.

Ostrowski opened the floor for Council commentary. Mueller stated that he would like to see the Commission take a look at the enforceability of the ordinances. He also suggested they review the Saturday morning construction start time.

Council expressed their support for the Master Plan Top Priority Actions.

CODE AND ORDINANCE ISSUES

Establish business licensing for ease of code enforcement

Ostrowski stated this is a simple application when someone has a change of business that allows the Village to bring the site into conformance of current ordinances. Westerlund stated that it is most important when there is a change in use for any location. Wilson stated that this would help to eliminate issues that arise when owners sign leases with new tenants. He also clarified that a small fee should be established for this licensing. There are approximately 100 businesses in the Village that would need to be registered.

Private road discussion

Grinnan explained that although private roads were seen as a good idea in the past, they have led to some unintended consequences. Homeowners are finding that although they pay the same money in taxes, they are privately responsible for the road. The proposed flexible street design will give options to builders. Wilson stated there are approximately 12 private roads in the Village. Ostrowski stated that there are communities that do not allow private roads. Ruprich

inquired if there is any incentive for the Village to adopt these private roads. Wilson explained that the Village has worked with several homeowners associations regarding this, and will only consider it if they meet the current village road standards or are brought up to those standards. There is currently no precedent set regarding this issue.

SOUTHFIELD CORRIDOR

Corridor marketing opportunities - Gibbs

Planning Commission reviewed the amended proposal from Gibbs. Planning Group explained that the intent was to get a marketing plan as opposed to a plan to review the existing Plan. Mueller, Abboud, Ruprich, Drummond, and Wilson agreed to form a sub-committee to meet with Mr. Gibbs and clarify what the Commission and Council require within the next month.

RCOC status on Southfield Road

Wilson stated that the plan is mostly completed. The Lathrup Village section continues to be a concern. The engineers will be working with Lathrup Village to find a plan that is agreeable to all.

PUBLIC COMMENTS

None

ADMINISTRATION COMMENTS

None

COMMISSIONER'S COMMENTS

Westerlund and Ostrowski thanked Council for attending the meeting, and all of their support on the Master Plan.

COUNCIL COMMENTS

Delaney inquired about the BP gas station plans. Wilson stated they had been reviewed by LSL, and that revisions may be necessary. The Road Commission and HRC have received the plans and will do their own review. An environmental assessment has not been completed yet.

Delaney asked that the Vestivich property parking lot pavement be reviewed, it appears to be in poor condition. Wilson agreed to check the pavement. He explained that Vestivich has a parking agreement with The Club which owns the parking lot.

Abboud thanked the Planning Commission for their hard work and overseeing the Master Plan process. He thinks that there should be a review of the fence ordinance. He shared ideas for the downtown development. He thanked Mooney for creating subcommittees to help better the Village. He welcomed new recording secretary Elizabeth Lyons. He shared that Bob Wiszowaty appreciated the support and visits.

Peddie stated that she would like to see the Planning Commission review the fence ordinance. She suggested this ordinance would tie in with zoning and lot sizes.

Mooney thanked Ostrowski for having the Council at their meeting, and stated that the Council supports the Master Plan.

Motion by Ostrowski, second by West, to adjourn the meeting at 8:42 p.m.

Motion passed.

**George Ostrowski, Chair
Planning Commission**

**John Mooney
Council President**

**Ellen E. Marshall
Village Clerk**

**Elizabeth Lyons
Recording Secretary**