

**City of Brighton  
Planning Commission  
Minutes  
July 15, 2013**

**1. Call to Order/Roll Call**

Chairperson Monet called the meeting to order at 7:30 pm. The following were present:

John Wells	Dave Petrak
Al Wirth	Robert Pawlowski
Steve Monet	David McLane

**Motion** by Mr. Wells, supported by Mr. Wirth, to excuse Planning Commission members Smith, Bryan and Schillinger. **The motion carried 6-0-3.**

Also present were Amy Cyphert and Lauri French from Staff and an audience of eight.

**2. Approval of the March 18, 2013 Regular Meeting Minutes**

**Motion** by Mr. Wirth, supported by Mr. Pawlowski, to approve the March 18, 2013 regular meeting minutes as presented. **The motion carried 5-0-3-1, with three absences and Steve Monet abstaining.**

**3. Approval of the May 20, 2013 Regular Meeting Minutes**

There were not enough members present to approve the May 20, 2013 meeting minutes. **Motion** by Mr. Wirth, supported by Mr. Pawlowski, to table approval of the March 18, 2013 regular meeting minutes until the next Planning Commission meeting. **The motion carried 6-0-3.**

**4. Approval of the July 15, 2013 Agenda**

**Motion** by Mr. McLane, supported by Mr. Wells, to approve the agenda as presented. **The motion carried 6-0-3.**

**5. Call to the Public**

The call to the public was made at 7:34 p.m. Hearing no response, call to the public was closed.

**Public Hearings**

**Unfinished Business**

**New Business**

**6. Site Plan Amendment - St. Paul's Episcopal Church Remodel at 200 W. St. Paul Street #13-003**

Amy Cyphert, Planning & Zoning Director, briefly reviewed the applicant's request. Jeff Smith, Professional Engineering Associates, and Reverend Deon Johnson from St. Paul's Church were introduced. Mr. Smith noted that when the church finished their fundraising effort, they decided to scale back on their plans. Instead of demolishing the entire larger building, they will remove the roof, put on a new roof and build a new elevator tower, stairwell and hallway in front of the old building. He noted they have the same landscaping plan as the prior site plan and the old part of the church stays the same. They will also add windows in the front of the building that faces St. Paul Street. Mr. Smith noted they are planning a groundbreaking ceremony in August, will begin construction sometime in September, and they anticipate construction will be finished by June 2014. Reverend Johnson noted that the final worship service took place on Sunday, July 14, and that St. Mary Magdalene Church in Brighton Township has graciously offered to share their space until construction is completed.

**Motion** by Mr. Wirth, supported by Mr. Pawlowski, to recommend conditional site plan amendment approval for St. Paul's Episcopal Church as depicted on the plans prepared by PEA Professional Engineering Associates, sheets P-0-5, L-1, project #2012-0136, last dated 6-6-13 and plans prepared by Collaborative Architects, Landscape Architects, Interior Designers and Planners, sheets A1.00, A1.01, A3.01, and A3.02, project #106180, last dated 6-07-13 & 5-16-13. The approval is subject to the following conditions:

1. That a right of way permit be obtained from the Department of Public Services Director for the use of public property during construction.
2. That all signage comply with applicable Ordinances or variances obtained.
3. A cut sheet for the building lighting is submitted with the building permit application for review and approval by the Community Development Department.
4. That City Council approves any potential snow or water shed from the pitched roof onto the adjacent City-owned cemetery property.
5. Fire protection lead determination will be handled during the construction plan review process.

**The motion carried 6-0-3.**

7. Site Plan – 225 Building at 225 W. Grand River #13-005

Ms. Cyphert briefly reviewed the applicant's request and introduced the property owners, Tom and Mary Mitchell, and the architect, James Barnwell from Desine, Inc. Mr. Barnwell noted that this is a vacant parcel, thanks to assistance from the DDA in getting the building demolished. He noted that the Mitchells have a prospective tenant, Liberty Title, signed up to occupy the proposed office building. As discussed in the Blue Sky session, Ms. Cyphert asked that condition 5. "That the requirements from the July 13, 2013 Tetra Tech letter are met", be added to the motion. He sees no problems with any of the conditions presented. Tom Mitchell, owner of the vacant parcel and AA Muffler at 301 W. Grand River, stated that they want to start construction immediately as their tenant would like to be in the building by December 1, 2013.

There was a brief discussion about the possibility of connecting to the public parking at the "cemetery lot", but Ms. Cyphert noted such a connection would take away two spaces from the new office building property and up to three spaces from the public lot and that easements would have to be obtained from multiple property owners, including but not limited to the City and St. Paul's Church.

**Motion** by Mr. Petrak, supported by Mr. Wells, to recommend conditional site plan for 225 Building #13-005 as depicted on plans prepared by Desine, Inc., job no. 9121991, sheets EX, SP, GR, UT, WS, SE, LA, DT1, DT2, last dated 7-2-13 and plans prepared by Pucci & Vollmar Architects, PC, project no. 1323, sheets A1 and A2, last dated 7-2-13 subject to the following:

1. That all signage comply with applicable ordinances or variances are obtained.
2. That the applicant must address any outstanding Fire Code requirements with the Fire Department during the construction review.
3. That right of way permits are obtained from the Department of Public Services for work within the right of way.
4. That any damages done to the existing sidewalks or public parking lot be repaired.
5. That the requirements from the July 13, 2013 Tetra Tech letter are met.

**Motion carried 6-0-3.**

8. Site Plan – East Main Street Salon and Spa at 114 E. Main Street #13-006

Ms. Cyphert introduced the owners of 114 E. Main, James and Nancy Matthews, and briefly described the proposed renovations to the building to allow for a hair salon and spa. The renovations will include changes to the interior and exterior of the building, construction of a porch on the north side of the building and a barrier free ramp on the east side of the building. James Matthews, owner of 114 E. Main Street, advised that the major renovation is to provide the handicap access ramp. The business will be a hair salon with nails done on the second floor. He has no issues with any of the conditions for granting site plan approval.

**Motion** by Mr. McLane, supported by Mr. Petrak, to recommend conditional site plan approval for East Main Salon and Spa at 114 E. Main Street #13-006 as depicted on plans prepared by Pucci and Vollmar Architects, project #1315, sheets AS1, A1, A2, last dated 7-3-2013 subject to the following:

1. That a landscape plan be submitted with the building permit that includes the type, location, sizes, and number of plants
2. That all signage comply with applicable ordinances or variances obtained.
3. That right of way permits are obtained from the Department of Public Services for work within the right of way.
4. That any damages done to the existing sidewalk be repaired to current condition.
5. That the requirements listed in the BAFA letter dated 7/10/2013 are addressed during the building permit review.

**The motion carried 6-0-3.**

9. Site Plan Extension – Veteran’s Memorial #13-007

Ms. Cyphert noted that Ricci Bandkau from the Veterans Memorial Committee is in the audience. Ms. Bandkau gave an update on the project. They have raised \$44,000 to date and need \$6,000 to reach their goal. A lot of material is being donated in-kind. Bids are being checked by contractors who are double checking with their sub-contractors. They are planning a dedication on Sunday, November 10, either on-site or at the Brighton Center for the Performing Arts if the weather doesn’t cooperate. She noted they plan to break ground in about six weeks. The request before Planning Commission tonight is for extension of the site plan and there have been no changes to the original plan.

**Motion** by Mr. Wirth, supported by Mr. Pawlowski, to recommend site plan extension for the Veterans Memorial, last dated 4-3-2012, as drawn by Lindhout Associates, job #1229, subject to the following conditions:

1. That irrigation is provided for the new planting beds.
2. That right of way permits are obtained from the Department of Public Services, if applicable.
3. That any damages done to the existing public sidewalk be repaired to current condition.
4. That an engineering review be conducted during the building permit process, if applicable.

**The motion carried 6-0-3.**

**Other Business**

10 **Staff Updates** – None.

10. **Commissioner Concerns** – Mr. Wells asked what work is being done on Third Street. Gary Markstrom from Tetra Tech responded that a sewer line collapsed. DPS is extending the excavation north. They are concerned about endangering a water main along Third Street if the soil collapses. Due to the rain, DPS will be doing bypass pumping tonight and resuming construction in the morning.

Mr. Monet inquired about the Buon Gusto mirrored glass issue. His concern is that the owner is the only one who has been able to make a go of a business at that location. Ms. Cyphert noted that Council authorized the City Attorney to file papers to get him to comply; to comply he has to remove

the mirrored glass and can use lightly tinted or clear glass.

**11. Call to the Public**

The call to the public was made at 7:55 p.m. Hearing no response, call to the public was closed.

**10. Adjournment**

**Motion** by Mr. Petrak, supported by Mr. Wirth, to adjourn the meeting at 7:55 p.m. **The motion carried 6-0-3.**

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*John Wells, Secretary*

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*Lauri French, Recording Secretary*