

**City of Brighton  
Planning Commission  
Meeting Minutes  
January 22, 2018**

1. Call to Order/Roll Call

Chairman Smith called the meeting to order at 7:00 p.m.

The following Commissioners were present:

Steve Monet	James Bohn
William Bryan	David McLane
David Petrak	Michael Schutz
Susan Gardner	Matt Smith

**Motion** by Commissioner Monet, supported by Commissioner McLane, to excuse Commissioner Pawlowski from tonight's meeting. **The motion carried 8-0-1.**

Also present was Brandon Skopek, Community Development/DDA Coordinator; Michael Caruso, Senior Community Development Associate, and an audience of 1.

2. Approval of the December 18, 2017 Minutes

Chairman Smith stated the minutes should be changed to state "Vice Chairman Petrak called the meeting to order".

**Moved** by Commissioner Monet, supported by Commissioner Petrak, to approve the minutes as amended. **The motion carried 8-0-1.**

3. Approval of the January 22, 2018 Agenda

**Moved** by Commissioner Petrak, supported by Commissioner Gardner, to approve the agenda as presented. **The motion carried 8-0-1.**

4. Call to the Public

The call to the public was made at 7:02 p.m. with no response.

Commissioner Monet suggested moving the public hearing after the site plan review.

**Moved** by Commissioner Petrak, supported by Commissioner Bohn, to reopen tonight's agenda. **The motion carried 8-0-1.**

**Moved** by Commissioner Monet, to move item 7 to item 4a. The motion was withdrawn.

**Moved** by Commissioner Gardner, supported by Commissioner Petrak, to modify the agenda and move New Business before the Public Hearing. **The motion carried 8-0-1.**

## **New Business**

### 5. Site Plan #18-01—205 W. Main Street—Roadies

Mr. Caruso stated a site plan application was submitted by Nicholas Zander for the occupancy of Roadies restaurant at 205 W. Main Street. He stated the applicant is proposing mostly interior renovations for a restaurant with an occupancy load of less than 100 persons. The site plan requires review by both the Planning Commission and City Council due to change of use as well as parking. He stated the modifications to the exterior include a new bay door and front door, as well as refurbishing the metal siding, and adding signage and exterior lighting. Mr. Caruso stated metal siding is not an approved material in the Downtown Business District, but the DDA Architect has approved it due to no renovations taking place other than refurbishing and other businesses downtown having metal siding. He stated the parking calculation has increased from 7 spaces for the previous retail use to 20 spaces for a restaurant, an increase of more than 20 percent, deeming it necessary for City Council approval.

Commissioner Monet asked when the business would be open.

Mr. Zander stated they anticipate opening in June after receiving the required approvals to start construction.

Commissioner Smith asked what type of menu would be served.

Mr. Zander stated the menu was country western, upscale, with a \$30 average ticket.

Commissioner Gardner asked what the hours of operation would be.

Mr. Zander stated they plan on opening at 11am and possibly closing between 10 p.m. and midnight depending on the season.

Commissioner Gardner asked about the windows on the front elevation drawings.

Mr. Zander stated they plan to have an accordion style glass door installed.

Commissioner Schutz asked if there would be outdoor seating.

Mr. Zander stated it is a small space to work with but they may have 10 feet in the back for outdoor seating.

Commissioner Schutz asked what the capacity would be.

Mr. Zander stated the capacity was 100 per the Fire Department. He stated they would have a full kitchen upstairs, downstairs storage, and an office. They plan to add a sprinkler system to increase the downstairs occupancy load to 49.

Commissioner Gardner asked if they would serve breakfast.

Mr. Zander stated they would be open for brunch.

**Moved** by Commissioner Monet, supported by Commissioner Petrak, to approve Site Plan #18-01—205 W. Main Street as proposed.

Mr. Skopek recommended that the Planning Commission approve the design variation to allow for the metal siding in the Downtown Business District.

**Moved** by Commissioner Monet, supported by Commissioner Petrak, to amend the motion to add the approval of the design variation for metal siding. **The motion carried 8-0-1.**

Mr. Skopek stated the Site Plan would go before City Council on February 1<sup>st</sup>.

## **Public Hearing**

### 6. Public Hearing and Possible Action 2018-2024 City of Brighton Capital Improvement Plan

Mr. Skopek stated the Capital Improvement Committee annually meets to discuss the Capital Improvement Plan for the next six years and makes sure it aligns with the goals of the Master Plan. He stated there have been a few additions, such as Grand River traffic studies and Downtown streetscape improvements. He also stated the Planning Enabling Act seeks public input as part of the Capital Improvement Plan process and staff would recommend the Planning Commission adopts and recommends the plan to City Council, pending public approval.

Chairman Smith opened the Public Hearing at 7:18 p.m.

Hearing and seeing none, the Public Hearing was closed at 7:18 p.m.

Commissioner Bohn discussed the Grand River and Orndorf mast arm replacement, stating money was allocated years ago when a development went in, however the replacement was never completed.

Mr. Skopek stated he could look into the matter with the Department of Public Works.

Commissioner Bohn discussed the low priority ranking for a parking structure downtown.

Mr. Skopek stated originally the Downtown Development Authority (DDA) was going to bond for the construction of a parking structure, but due to a significant cost increase from \$1.5 million to \$7 million, there is no anticipated start date for the project. He stated the DDA has allocated funding for parking studies to see where additional parking can be incorporated downtown.

Commissioner Bryan stated a parking structure is the right thing to plan for due to several current and future developments which will increase the demand for parking.

Commissioner Gardner discussed the fact that many of the parking lots downtown are temporary and could be lost.

Commissioner Bryan discussed the Planning Commission's need to enforce parking minimums with proposed developments.

Commissioner Monet discussed raising the priority level for parking and giving specific dates for it.

Commissioner Petrak asked how many parking spaces the structure would provide.

Mr. Skopek stated the proposed 4-story deck would have about 203 spaces and the current lot provides about 30 spaces.

Commissioner Bohn discussed the comprehensive energy audit and stated DTE had done one a few years ago. He stated some of their recommendations were acted on but suggested looking to see what still needed to be done.

Commissioner Monet asked about the rankings for the police in-car video and vests. He also discussed the holiday light decorations and the need to raise its priority ranking as well as include Main Street.

Commissioner Gardner stated the Holiday Decorations should be planned and budgeted for months in advance.

Mr. Skopek stated staff is currently working with the Principal Shopping District (PSD) to form a Christmas Light Committee in the next couple of months.

Commissioner Bryan asked about the proposed millage and street maintenance for residential streets.

Mr. Skopek stated street reconstruction for residential streets was not included in the CIP discussion due to uncertainty of funding sources and of the millage proposal passing. Staff has been working on a plan to prioritize street reconstruction and maintenance.

Commissioner Bohn discussed the possibility of the DDA ideally accepting responsibility for street maintenance costs on the roads within the DDA district with the millage money going toward streets outside the district.

Commissioner Monet asked if the increase in taxes could be determined for each property in the city.

Mr. Skopek stated the capital improvement plan could be approved as put forth and forwarded to City Council or the Commission can recommend that staff make changes.

**Moved** by Commissioner Bryan, supported by Commissioner Petrak, to approve the Capital Improvement Plan as presented with an increase in priority ranking for holiday decorations for the fourth quarter of 2018. **The motion carried 8-0-1.**

### **Old Business**

7. None

### **Other Business**

8. Election of Officers

**Moved** by Commissioner Petrak, supported by Commissioner Bohn, to keep the current officers. **The motion carried 8-0-1.**

9. Staff Updates

Mr. Skopek stated January 29 there is a Special Planning Commission meeting for a public hearing and site plan review for Second Street Flats. There will also be a discussion of a proposed downtown residential zoning district. Mr. Skopek stated staff would like to schedule a special meeting at 6 p.m. on February 26 for a master plan update from Giffels-Webster, which is before the 7 p.m. regular meeting.

Commissioner Gardner asked about the proposed hotel that would be coming before the Planning Commission.

Mr. Skopek stated no submission has been received, but they anticipate having a pre-application meeting with the developer in the next month. He also stated there will be a conceptual plan review on February 26 for a proposed residential development on Second Street. This is to seek feedback from the Planning Commission prior to a formal site plan submission.

10. Commissioners Report

Commissioner Gardner asked about the assisted living facility under construction.

Commissioner Monet stated he will be absent at the February and March Planning Commission meetings.

11. Call to the Public

The Call to the Public was made at 7:59 p.m.

Elizabeth Gabry, stated she lives in the city and was here for a class assignment.

12. Adjournment

**Moved** by Commissioner Monet, supported by Commissioner Bryan, to adjourn the meeting at 7:59 p.m. **The motion carried 8-0-1.**

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*William Bryan, Secretary*

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*Wendy Ayala, Recording Secretary*