

**City of Brighton
Planning Commission
Meeting Minutes
May 6, 2019**

1. Call to Order/Roll Call

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

The following Commissioners were present:

Susan Gardner	Rob Pawlowski
David Petrak	James Bohn
Ken Schmenk	William Bryan
Matt Smith	Steve Monet
Michael Schutz	

Also present was Michael Caruso, Community Development Manager; Kelly Haataja, Executive Assistant to Community Development, and an audience of 3.

2. Approval of the April 15, 2019 Meeting Minutes

Moved by Commissioner Monet, supported by Commissioner Schutz, to approve the April 15, 2019 minutes as presented. **The motion carried 9-0.**

3. Approval of the May 6, 2019 Agenda

Moved by Commissioner Gardner, supported by Commissioner Bohn, to approve the agenda as presented. **The motion carried 9-0.**

4. Call to the Public

The call to the public was made at 7:01 p.m.

Hearing and seeing none, the call to the public was closed at 7:01 p.m.

Public Hearing

5. None

Old Business

6. None

New Business

7. Consider Approval of Planned Unit Development Agreement (PUD)—Brighton Square, LLC

Mr. Caruso stated the Planning Commission approved the rezoning and site plan for Brighton Square at the April 15 meeting.

Commissioner Monet asked if the HOA bylaws were included in the agreement.

Mr. Caruso stated the HOA bylaws were approved with the site plan at the previous meeting. He stated the HOA bylaws would be an attachment to the PUD agreement.

Commissioner Pawlowski asked what the transitional period was for the HOA to be established.

Tim Loughrin, Robertson Brothers, stated the HOA is usually established at seventy five percent construction.

Commissioner Bohn asked what the amount would be for the irrevocable letter of credit required.

Mr. Caruso stated that the amount was based on the non-building site improvement cost estimate negotiated between the City Engineer and the developer. He stated a letter of credit would be required at the beginning of each construction phase per the agreement.

Commissioner Gardner asked about the use of a construction trailer for pre-sales of units.

Mr. Loughrin stated they may have a construction trailer on site until the model unit is completed.

Mr. Caruso stated the construction trailer would require a building permit and would have to

meet specific code requirements.

Moved by Commissioner Bryan, supported by Commissioner Gardner, to approve the PUD Agreement for Brighton Square. **The motion carried 9-0.**

Other Business

8. Staff Updates

Mr. Caruso stated there was a meeting scheduled on May 20 for the site plan review of eight proposed townhomes on North First Street. He stated this proposal did not require City Council approval since it was under ten units. He stated Cheresko Development was in the appeal process for their redevelopment liquor license. He also discussed the updates to the DBD zoning ordinance and stated Giffels-Webster would bring drafts for the Planning Commission to review in June or July. Mr. Caruso stated the Lindbom PUD may come back in June for an extension.

9. Commissioners Report

Commissioner Pawlowski asked for an update on the former Wildnerness building. Mr. Caruso stated he has not heard from the contractor in a few weeks and will have to follow up.

10. Call to the Public

The Call to the Public was made at 7:19 p.m.

Susan Bakhaus, asked when Brighton Family Pharmacy would be open.

The call to the public was closed at 7:19 p.m.

Mr. Caruso stated the tenant had received a certificate of occupancy and discussed the ordinance regarding vacant buildings.

11. Adjournment

Moved by Commissioner Bryan, supported by Commissioner Bohn, to adjourn the meeting at 7:21 p.m. **The motion carried 9-0.**

William Bryan, Secretary

Wendy Ayala, Recording Secretary