

**City of Brighton  
200 N. First St. Brighton, MI 48116  
Planning Commission  
Regular Meeting Minutes  
July 20, 2020**

The Board for the Planning Commission held a Regular Meeting on Monday, July 20, 2020 at 7:00 p.m., conducted virtually.

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

Chairman Smith called the meeting to order at 7:02 p.m.

**Commissioners Present:** Susan Gardner, Ken Schmenk, Dave Petrak, Jim Bohn, Matt Smith, Steve Monet and Bob Pawlowski

**Commissioners Absent:** Mike Schutz and Bill Bryan

**Also present:** Michael Caruso, Community Development Manager; Kelly Haataja, Executive Assistant to Community Development; Jill Bahm, Giffels Webster and an audience of four (4).

**Motion** by Monet, supported by Bohn to excuse Commissioners Schutz and Bryan for personal reasons. **Motion passed unanimously by a roll call vote.**

**2. Consider Approval of Consent Agenda Items**

**Consent Agenda Items**

- a. **Approval of the June 15, 2020 Regular Meeting Minutes**
- b. **Approval of the July 20, 2020 Agenda**

**Motion** by Gardner supported by Pawlowski to approve the Consent Agenda Items. **The motion carried unanimously by a roll call vote.**

**3. Call to the Public**

Chairperson Smith opened the Call to the Public at 7:05 p.m.

Hearing no comment, the Call to the Public was closed at 7:07 p.m.

**Old Business**

**4. Consider Approval of Site Plan #20-11; Preliminary PUD Extension - West Village -1010 State St.** Manny Kianicky, S.R. Jacobson explained the reason for the request is the COVID pandemic has resulted in lenders delaying financing commitments. He is hopeful financing commitments will be available later this year.

The board discussed an extension time frame.

**Motion** by Petrak, supported Bohn to approve Site Plan #20-11; Preliminary PUD Extension – West Village – 1010 State St. for eight (8) months. **Motion carried unanimously by a roll call vote.**

### **5. Draft Zoning Ordinance Amendment Review – Temporary Uses**

Ms. Bahm presented a recap of the continued temporary uses review and an updated list based on proposed regulation and code updates.

The board discussed regulations, events and activities, seasonal outdoor sales and exemptions.

Commissioner Monet commented food trucks should be explored further. The board discussed food truck concepts. Staff will continue research on the topic and bring back to the board for further review.

### **New Business**

#### **6. Consider Approval of Site Plan #20-12; Change of Use – 522 E. Grand River**

Mr. Caruso stated BMH Realty has applied for a change of use for the property located at 522 E. Grand River; The Huntington Center. The proposed tenant space is for a new medical office, which was previously a salon. The change of use necessitates Planning Commission review due to an additional 20% of off-street parking required. With the addition of the new use, the parking calculation determined by the zoning ordinance, requires 115 spaces for the complex, yet the complex provides 104 spaces.

Mr. Caruso explained BMH Realty owns the Pine Hollow office development adjacent to the Huntington Center, which requires 100 parking spaces and provides 111. The applicant is proposing an easement agreement between the two properties for the combination of the parking lots to meet the required parking spaces.

Commission Bohn commented the Pine Hollow parking seems to have plenty of extra parking spaces available and an agreement should be made. The board had discussion and agreed.

**Motion** by Gardner, supported by Schmenk to approve Site Plan #20-12; Change of Use – 522 E. Grand River, with a condition an easement agreement is executed between property owners, and recorded by the Livingston County Register of Deeds. **Motion carried unanimously by a roll call vote.**

## **Other Business**

### **7. Staff Updates**

Mr. Caruso commended Commissioner Pawlowski for being a valuable asset to the Planning Commission board for many years, as tonight he serves his last meeting. The Mayor and staff will be conducting interviews soon.

Next, Mr. Caruso gave updates on the status of construction projects.

### **9. Commissioner Report**

None

### **10. Call to the Public**

Chairperson Smith opened the Call to the Public at 8:01 p.m.

Hearing no comments, the Call to the Public was closed at 8:01 p.m.

### **11. Adjournment**

**Motion** by Petrak, supported by Monet to adjourn the meeting. **The motion carried unanimously with a roll call vote.** The meeting was adjourned at 8:02 p.m.

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**Matthew Smith, Chairperson**

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**Kelly Haataja, Recording Secretary**