

Dexter Downtown Development Authority

July 21, 2016 < > 7:30 AM

Dexter Senior Center
7720 Ann Arbor Street
Dexter, MI 48130

MINUTES

1. Call to Order: Called to order at 7:30 AM on July 21, 2016 by Chairman Steve Brouwer. Mr. Brouwer introduced Mike Fitzpatrick to the Board. Mr. Fitzpatrick replaces Tom Covert.

2. Roll Call

Becker, Patrick-ab	Bellas, Rich	Brouwer, Steve
Darnell, Don-ab	Finn, Doug	Fitzpatrick-Mike
Jones, Carol	Keough, Shawn	Model, Fred
O'Haver, Dan-ab	Schmid, Fred	Willis, Randy

Also in attendance: Michelle Aniol, Community Development Manager.

3. Approval of Minutes from the Regular Meeting on June 16, 2016.

Motion Willis; support Bellas to approve the minutes of the Regular Meeting on June 16, 2016 as presented.

Unanimous voice vote approval with Becker, Darnell and O'Haver absent.

4. Approval of Agenda:

Motion Model; support Finn to approve the agenda as presented.

Unanimous voice vote approval with Becker, Darnell and O'Haver absent.

5. Pre-arranged Audience Participation:

None

6. Non-Arranged Citizen Participation:

None

7. Treasurer's Report:

a) July Invoices: Invoice from Scott Munzel for Dexter Wellness Fees in the amount of \$2,413.00 for a total amount of invoices of \$2,413.00.

Motion Finn; support Willis to pay the June invoices in an amount of \$2,413.00.

Unanimous voice vote approval with Becker, Darnell and O'Haver absent.

b) Approval of July 2016 Treasurer's Report: *Ms. Aniol reviewed the report as Mr. Covert no longer is a Board Member and a new Treasurer had not yet been appointed.*

Motion Schmid; support Finn to approve the July Treasurer's Report as presented.

Unanimous voice vote approval with Becker, Darnell and O'Haver absent.

8. Correspondence / Communications:

None

9. Action Items:

a) Old Business – *None*

b) New Business – *Election of Officers*

Motion Finn; support Schmid to elect the current incumbent slate of the DDA: Chairman-Steve Brouwer; Vice-Chairman – Doug Finn; and Secretary – Carol Jones.

Unanimous voice vote approval with Becker, Darnell and O'Haver absent.

Motion Schmid; support Model to elect Mike Fitzpatrick as Treasurer of the DDA.

Unanimous voice vote approval with Becker, Darnell and O'Haver absent.

10. Discussion Updates: *None*

11. City Mayor and Staff Reports

a) Mayor – Shawn Keough

- *Mayor Keough commented on a recent email from Foremost Development regarding 3045 Broad Street and the moving of Broad Street. Mr. Keough explained the various options for Broad Street with the current thought to keep Broad Street in*

its present position. Looking to have another Community Meeting with the developer.

- *Tom Covert who is no longer a DDA member would like to stay on the Broad Street Redevelopment Committee as a community representative. Doug Finn expressed interest and volunteered to be the second DDA member on the committee.*
- *DTE will be walking the Dan Hoey property on July 25 to determine Phase 1 of the sub-station project.*
- *Bob Guenther of Guenther Homes has approached the City about purchasing the Schulz property and is looking to build primarily residential on the site.*

b) Staff – Michelle Aniol

- *The Home Store and Nichols & Stafford are relocating to the Huron Camera space. They are trying to be done by the end of July and open for Dexter Daze. That leaves their two spaces on Main Street open. The space recently occupied by Fitzgerald Jewelry may become a real estate office.*
- *I did have a conversation with one of the two buyers of the Mill Creek Sports property and they intend to open it as an outdoor recreation business. They are not looking to come into the City at present time.*
- *8080 Grand Street LLC has submitted revised plans and will be on Council's agenda for site plan approval on Monday, July 25.*

12. Chairman's Report: August 18, 2016 Agenda

- a) Underground Trash Receptacles - Estimates
- b) Maintenance of Public Stair behind Dexter Pub - Bids
- c) Security Cameras in Parking Lot

13. Non-Arranged Citizen Participation:

None

14. Adjournment

Motion Schmid; support Finn to adjourn at 7:50 AM.

Unanimous voice vote approval with Becker, Darnell and O'Haver absent.

Respectfully submitted,

Carol Jones, Secretary

Fiscal Year 2016-2017 Revenue Expenditure Report

08/11/2016 REVENUE AND EXPENDITURE REPORT FOR CITY OF DEXTER							
PERIOD ENDING 07/31/2016							
% Fiscal Year Completed: 8.49							
			2016-17	YTD BALANCE	AVAILABLE		
			ORIGINAL	2016-17	07/31/2016	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	USED	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000-ASSETS, LIABILITIES & REVENUE							
248-000-405.000	TAX CAPTURE REVENUE	303,600.00	303,600.00	11,603.84	291,996.16	3.82	
248-000-574.001	PERSONAL PROPERTY TAX REIMBURSEMENT	7,800.00	7,800.00	-	7,800.00	0.00	
248-000-665.000	INTEREST EARNED	500.00	500.00	8.39	491.61	1.68	
Total Dept 000-ASSETS, LIABILITIES & REVENUE		311,900.00	311,900.00	11,612.23	300,287.77	3.72	
TOTAL Revenues		311,900.00	311,900.00	11,612.23	300,287.77	3.72	
Expenditures							
Dept 248-ADMINISTRATION							
248-248-802.000	PROFESSIONAL SERVICES	5,000.00	5,000.00	-	5,000.00	0.00	
248-248-803.000	CONTRACTED SERVICES	1,700.00	1,700.00	-	1,700.00	0.00	
248-248-810.000	ATTORNEY FEES	20,000.00	20,000.00	-	20,000.00	0.00	
248-248-957.002	DDA CAPTURE REFUNDS	5,000.00	5,000.00	-	5,000.00	0.00	
Total Dept 248-ADMINISTRATION		31,700.00	31,700.00	-	31,700.00	0.00	
Dept 442-DOWNTOWN PUBLIC WORKS							
248-442-803.015	CITY MAINTENANCE	5,000.00	5,000.00	-	5,000.00	0.00	
Total Dept 442-DOWNTOWN PUBLIC WORKS		5,000.00	5,000.00	-	5,000.00	0.00	
Dept 901-CAPITAL IMPROVEMENTS							
248-901-972.001	PURCHASE OF HOUSE	20,000.00	20,000.00	-	20,000.00	0.00	
248-901-972.002	DTE SUBSTATION MOVE	50,000.00	50,000.00	-	50,000.00	0.00	
Total Dept 901-CAPITAL IMPROVEMENTS		70,000.00	70,000.00	-	70,000.00	0.00	
Dept 965-TRANSFERS OUT - CONTROL							
248-965-999.394	TR OUT FOR BOND PAYMENTS - 394	287,400.00	287,400.00	-	287,400.00	0.00	
Total Dept 965-TRANSFERS OUT - CONTROL		287,400.00	287,400.00	-	287,400.00	0.00	
TOTAL Expenditures		394,100.00	394,100.00	-	394,100.00	0.00	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		311,900.00	311,900.00	11,612.23	300,287.77	3.72	
TOTAL EXPENDITURES		394,100.00	394,100.00	-	394,100.00	0.00	
NET OF REVENUES & EXPENDITURES		(82,200.00)	(82,200.00)	11,612.23	(93,812.23)	14.13	

Fund 394 - DDA DEBT FUND						
Revenues						
Dept 000-ASSETS, LIABILITIES & REVENUE						
394-000-695.248	TRANSFER IN FROM DDA FUND 248	287,400.00	287,400.00	-	287,400.00	0.00
Total Dept 000-ASSETS, LIABILITIES & REVENUE		287,400.00	287,400.00	-	287,400.00	0.00
TOTAL Revenues		287,400.00	287,400.00	-	287,400.00	0.00
Expenditures						
Dept 850-LONG-TERM DEBT						
394-850-992.000	BOND FEES	1,000.00	1,000.00	-	1,000.00	0.00
394-850-997.003	DDA 2008 TAXABLE BOND (\$1.6M)	90,000.00	90,000.00	-	90,000.00	0.00
394-850-997.004	DDA 2008 BOND (\$2+M)	116,500.00	116,500.00	-	116,500.00	0.00
394-850-997.005	2011 REFUNDING BOND (\$620K)	79,900.00	79,900.00	-	79,900.00	0.00
Total Dept 850-LONG-TERM DEBT		287,400.00	287,400.00	-	287,400.00	0.00
TOTAL Expenditures		287,400.00	287,400.00	-	287,400.00	0.00
Fund 394 - DDA DEBT FUND:						
TOTAL REVENUES		287,400.00	287,400.00	-	287,400.00	0.00
TOTAL EXPENDITURES		287,400.00	287,400.00	-	287,400.00	0.00
NET OF REVENUES & EXPENDITURES		-	-	-	-	0.00

Delinquent Personal Property Taxes

- The following businesses within the DDA have delinquent personal property taxes as of August 11, 2016. Balances due include taxes not captured by the DDA.
 - Red Brick Kitchen & Bar, \$1,892.60: A verbal payment agreement is in place. Reminder notice sent May 27th. Phone contact made August 2016 with no return call. Continuing collection activities.

Outstanding Accounts Receivable for Site Improvements

- The following invoices from 2009 are outstanding:
 - Mary O'Neil: \$1,300. No payments were ever made.
 - Dexter's Pub: \$3,000. Partial payments made in 2010 and 2011 on an original balance of \$7,000.
- New invoices sent to business owners August 2016.

DDA Financial Forecast – *Nothing new at this time*

Required Reporting

- Form 5176 – Request for State Reimbursement of Tax Increment Finance Authority. Deadline to file for 2016 is June 15th.
- Form 2604 – Tax Increment Financing Plan Report for Capture of Property Taxes (deadline to file is July 31st of each year).
- Qualifying Statement – File the Fiscal Year 2015-2016 Statement by December 31, 2016
- Audit – File the 2015-2016 Audit by December 31, 2016.
- Publish the Fiscal Year 2014-2015 Annual Report by February 2017.

SCOTT E. MUNZEL, P.C.
ATTORNEY AT LAW

603 W. HURON STREET
ANN ARBOR, MI 48103
P: 734-994-6610 Fx: 734-769-9055
E: SEM@MUNZELLAW.COM

7/14/2016

Ms. Courtney Nicholls
Manager
City of Dexter
8140 Main Street
Dexter, MI 48130

\$3,281.00
248-248-80-000
DDA

Invoice
1901

DDA

Re: Invoice for Legal Services - Dexter Wellness Center

Dear Ms. Nicholls:

The invoice for legal services provided in June is below. Please contact me if you have any questions. Please note I have divided this invoice between the City and DDA.

6/1/2016	Review N. Ottawa case re governmental burdens; TC Adam Sadowski re appeal issues; revise Docketing Statement; efile Docketing Statement; serve Statement on all parties	2.3
6/2/2016	Review Court of Appeals Internal Procedure re potential dual pleading; review CWF Motion to Hold in Abeyance or Extend Time	0.9
6/3/2016	TC Adam Sadowski re response to CWF Motion; review Court of Appeals internal operating procedures re briefing schedule; email Shawn and Courtney re update	0.7
6/6/2016	TC Court of Appeals re timing issues, presentation to judicial attorneys; conference call Shawn, Courtney re strategy issues related to CWF Motions	0.8
6/8/2016	TC Supreme Court re status of Baruch appeal; prepare Response to CWF Motion to Extend Time; serve on parties	1.3
6/9/2016	Review pleadings by CWF re 2016 tax year; TC Adam Sadowski re 2016, intervention; review Court of Appeals Internal Operating Procedures re appeals issues; outline for Brief	3.1
6/10/2016	Review CWF Motion for Amicus status in Baruch case; review CWF Amicus Brief for Baruch	1.4
6/13/2016	TC Courtney Nicholls re update on motions in Court of Appeals, CWF amicus brief in Supreme Court, new appeal for 2016 taxes	0.4
	Work on Fact Statement for Brief	1.3
6/14/2016	Work on Fact Statement for Brief	2.4
6/15/2016	Work on Fact Statement for Brief; review State Response to CWF Motion	1.0

7/14/2016

Page Two

6/16/2016	Review CWF Motion to File Response Brief to Dexter opposition to motion for abeyance; work on Fact Statement	0.6
6/17/2016	TC Gary Campbell, attorney for Tittabawasee Township, re Baruch case, appeal to Supreme Court, CWF Motion to File Amicus Brief; TC Marie Sherry re CWF proposed legislation appears to be not be proceeding	1.0
6/18/2016	Work on Fact Statement for Brief; review Wexford cases	3.3
6/20/2016	Review McLaren case; Hope case; TC Laura Genovitch re current status of appeal, Baruch issues; work on Fact Statement for Brief	3.3
6/21/2016	Work on Fact Statement for Brief; TC Courtney Nicholls re update, Baruch case, related issues	3.7
6/22/2016	Complete Fact Statement; begin Argument section	3.0
6/23/2016	Work on Argument One section of Brief	4.0
6/24/2016	Meet Laurie Pettinaro re update on litigation, personal property, related issues; complete first draft of Brief	3.1
6/25/2016	Draft introductory sections	1.0
6/26/2016	Revise Fact Statement; complete Argument sections of Brief; review Baruch appellate pleadings	6.0
6/27/2016	Revise Brief for editing, strengthening; email to parties for review and comment; begin drafting Questions Presented	4.5
6/28/2016	Draft COA formatting portions of Brief, Index of Authorities; revise Brief for clarity and effect	7.0
6/29/2016	Make final revisions to Brief; prepare Index of Authorities prepare Table of Contents; TC Courtney Nicholls re her comments; TC Shawn Keough re his comments; revise per comments; file Brief with Court of Appeals	9.0
6/30/2016	Address Oral Argument issues; TCs COA; draft and file motion for oral argument	NC

Total Time 38.6 at \$170/hr

Current Invoice \$ 6,562.00

Expenses- none \$ -

Total Balance Due \$ 6,562.00

Divided between DDA and Village \$3,281.00

Outstanding balance \$3,435.06

Total amount due \$6,716.06

Sincerely,

Scott E. Munzel

EIN 38-3120196

◆◆ SCOTT E. MUNZEL, P.C.
ATTORNEY AT LAW

603 W. HURON STREET
ANN ARBOR, MI 48103
P: 734-994-6610 Fx: 734-769-9055
E: SEM@MUNZELLAW.COM

7/14/2016

Invoice
1898

Ms. Courtney Nicholls
Manager
City of Dexter
8140 Main Street
Dexter, MI 48130

Re: Invoice for Legal Services - Broad Street Redevelopment

Dear Ms. Nicholls:

The invoice for legal services provided in June is below. Please contact me if you have any questions.

6/30/2016	Review email re DTE would like to investigate Dan Hoey property; TC Courtney Nicholls re should obtain indemnification agreement to be conservative, use language from draft purchase agreement	0.5
-----------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----

Total Time		0.5 at \$170/hr
Current Invoice	\$	85.00
Expenses- none		
Total Balance Due	\$	85.00
Outstanding balance		\$374.00
Payment received- thank you		\$0.00
Outstanding balance due		\$374.00
Total amount due	\$	459.00

1898

Sincerely,

Scott E. Munzel
Scott E. Munzel

EIN 38-3120196

248-248-810-000
85.00

DDA

→



City of Dexter
 Attn: Courtney Nicholls
 8123 Main Street
 Dexter, MI 48130

Invoice Date: 07/15/2016
 Invoice #: 179150
 Project: 0130-16-0012

Structures

Fixed Rates Labor

<i>Classification / Employee Name</i>	<i>Date</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Professional Engineer/Architect IV KIMBERLY O'REAR	5/22/2016	1.00	160.0000	160.00
<i>Stair behing Dexter Pub review and recommendation</i>				
	5/25/2016	1.00	160.0000	160.00
<i>Stairs behind Dexter Pub Memo</i>				
	Subtotal	2.00		320.00
	Fixed Rates Labor subtotal	2.00		320.00
	Total Structures			320.00

Professional Fees

Fixed Rates Labor

<i>Classification / Employee Name</i>	<i>Date</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Professional Engineer/Architect II PATRICK DROZE	5/17/2016	0.25	129.0000	32.25
<i>DDA: Search old plans for Pub retaining wall</i>				
	5/18/2016	0.50	129.0000	64.50
<i>DDA: Site review of Pub retaining wall</i>				
	6/1/2016	1.50	129.0000	193.50
<i>Dexter Pub Stair Case Memo</i> <i>DDA Refuse Container Memo</i>				
	Subtotal	2.25		290.25
	Fixed Rates Labor subtotal	2.25		290.25
	Total Professional Fees			290.25

Total Project: 0130160012 - Dexter DDA - General Assistance 610.25

248 248.802.000

REMIT TO:

OHM Advisors
 34000 PLYMOUTH RD
 LIVONIA, MICHIGAN 48150-1512

T 734.522.6711
 F 734.522.6427

OHM-Advisors.com



OFFICE OF COMMUNITY DEVELOPMENT

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

STAFF REPORT

To: Chairman Steve Brouwer and DDA Board of Directors
Courtney Nicholls, City Manager

From: Michelle Aniol, Community Development Manager

Date: August 18, 2016

CITY COUNCIL UPDATES

City Council granted conditional approval of the Area Plan for Grandview Commons, a 76 unit mixed residential development, located at the southwest corner of Grand Street and Baker Road. See attached Decision. The development proposal involves four parcels, which total 8.21 gross acres, plus .36 acres of city owned property, which the applicant is proposing to swap with the city in exchange for a public stormwater easement. Once the conditions of approval are satisfied, the applicant can move to Final Site Plan review with the Planning Commission.

ZBA UPDATES

The ZBA postponed action on the request for a variance at 7200 Dan Hoey Road, submitted by Dexter Commerce Center, to Monday, August 22, 2016 at 6:00 pm, at the Dexter Senior Center. The reason for the postponement was to allow the applicant time to be able to demonstrate that a ground sign, located east of the west entrance drive from Dan Hoey Road, could not meet the setback requirements.

PLANNING COMMISSION UPDATES

The August 1, 2016 Planning Commission meeting was cancelled.

MISCELLANEOUS UPDATES

- DPS crews did some minor trimming and removal of invasive plants/trees along Mill Creek between the Main Street bridge and the boardwalk over the Creek.
- Northern United Brewing Company (NUBC) has submitted plans for its new sanitary sewer pretreatment system. In addition, staff met with James Toner, from NUBC on Friday, August 12th. Staff was informed that Jolly Pumpkin has been invited to participate in Zwanze Day 2016. Zwanze Day is the brain child of Cantillon brewer, Jean Van Roy. Cantillon is considered one of Belgium's greatest breweries. The company makes a traditional lambic, a strong, sweet Belgian beer. In 2008, Van Roy began bottling a series of beers called Zwanze. The word zwanze refers to a semi sarcastic style of humor or a joke or to kid, depending on regional dialects. Zwanze Day was established in 2011 to bring lambic enthusiasts together through a worldwide release party.

NUBC is one of 28 breweries in the United States selected to participate this year, and the only one in Michigan. Zwanze Day would be an outdoor, ticketed event at NUBC, with 500 attendees anticipated. The hours would be 2:15-7:15 pm, Saturday, October 1, 2016. NUBC is partnering with the non-profit *Feelgood Tap*. The Feelgood Tap raises fund to support local and regional nonprofits throughout Michigan with a focus on community, culture and wellness. NUBC must apply for and obtain a permit for a temporary special event, in accordance with Section 3.07 of the Zoning Ordinance.

- Staff met with Sean Burton, Dexter Public Schools regarding alternative screening options of Bates and Creekside parking lots fronting onto Baker Road.
- 8106 Main Street, formerly known as, Nicholls and Stafford has been leased to local businessman, Chris Jones. Mr. Jones plans to open a frozen yogurt and gourmet popsicle establishment on the first floor and relocate his business, Intuitive Technology, currently located at 8011 Main Street. To the 2nd floor. Congratulations to property owner, Fred Model.

- Staff and the City engineer met with a party interested in redeveloping 2830 Baker Road (a/k/a The Alley). Since the initial meeting, staff has informed the party that the liquor license has been revoked by the state. Staff contacted the Liquor Control Commission (LCC) to find out what happens to the license. According to Jane Schmitt, of the LCC, the licensee has 60 days to appeal the LCC's action. If no appeal is filed, the status of the license is changed from *revoked* to *dead*. Normally the license would come back to the city as a quota license. However, the City, based on its population, was granted 3 licenses. According to the LCC's records, we have 4 licenses because one was transferred in from another municipality. Thus, the license in this case would remain with the state.
- The sale of the vacant property at the corner of Hudson and Forest Streets has been finalized. The new owner has submitted an application to remove a tree in the ROW and trim others. The new owner is also aware of the city's sidewalk requirements.



OFFICE OF COMMUNITY DEVELOPMENT

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

DECISION

To: City Council and Planning Commission
Courtney Nicholls, City Manager

From: Michelle Aniol, Community Development Manager

Re: PUD-AP-2016-01 Grandview Commons Amended PUD Petition and Revised Area Plan, plan dated July 11, 2016, Elevation and floor plans received July 12, 2016, and revised Development Agreement, received June 15, 2016.

Zoning: I-1 Limited Industrial District

Date: August 9, 2016

The Planning Commission conducted a Public Hearing on June 6, 2016, to consider an amended Planned Unit Development (PUD) Petition and revised Area Plan for Grandview Commons, submitted by Steve Brouwer on behalf of MMB Equities, LLC. The Amended Petition and Revised Area Plan were dated May 6, 2016, and received on May 6, 2016. The amended petition and revised area plan called for a 80-unit mixed residential development, located at the southwest corner of Grand Street and Baker Road. The development proposal involves four parcels, which total 8.21 gross acres, plus .36 acres of city owned property, which the applicant is proposing to swap with the city in exchange for a public stormwater easement. The four primary parcels include the following:

- 7961 Grand Street; Parcel ID 08-08-06-285-004
- 7931 Grand Street; Parcel ID 08-08-06-155-001
- 7905 Grand Street; Parcel ID 08-08-06-427-001
- Baker Road (vacant); Parcel 08-08-06-427-002

On June 2, 2016, the applicant submitted a revised layout plan and parallel plan just as the Planning Commission packets were being prepared. The primary change to the plan centered on the elimination of an 8-unit building in the center of the development and the creation of a 4-unit building and 4 benches. The net change in density was a loss of 4-units, which reduced the total number of units proposed to 76. Everything else remained the same.

PLANNING COMMISSION ACTION

Following the public hearing the Planning Commission, in a 6-2 voted, determined the amended PUD Petition and revised Area Plan received June 2, 2016, met the qualifications for consideration as a PUD and recommended approval to City Council, subject to the following conditions:

1. Recommendations, as cited in the CWA review dated, May 20, 2016, including the following:
 - a. Applicant shall provide a parallel plan showing the entire project area and shall demonstrate all required setbacks of the proposed VR Village Residential District.
 - b. Site modifications, as provided in the applicants June 2, 2016 correspondence, page 4, item 6;
 - c. Applicant shall submit a revised area plan that provides the following information:
 - i. Location and dimensions of all proposed, existing and/or modified utility lines;
 - ii. List of dimensional deviations sought through the PUD approval;
 - iii. Verification of height of townhouse, duplex and 4-unit structures;
 - d. Attorney review and approval of Development Agreement;
 - e. City Engineer's review and approval.

2. All General, Water and Sanitary Sewer, Stormwater Management, and Paving and Right-of-Way review comments, as cited in the OHM review dated, May 19, 2016;
3. Recommendations, as cited in the DAFD review dated, May 11, 2016.
4. The applicant shall provide a revised area plan that includes the following, as cited by staff herein:
 - a. All plan sheets must be sealed by the professional, as required by the State of Michigan;
 - b. Legal description of the each parcel, along with acreage;
 - c. Soil classifications on the topographic survey; and
 - d. Adjacent land uses and zoning, as well as the location of adjacent buildings, drives and streets.
5. Material and recognized benefits, as determined by the Planning Commission, including the following:
 - a. The benefits listed in staff memo dated, May 31, 2016, items 2.a, b, e, f, and g¹, plus elevations depicted along Grand Street, in rendering distributed by applicant at the June 6, 2016 meeting and sidewalk connectivity between Baker Road and the proposed duplexes.

On July 19, 2016, the Planning Commission voted unanimously to amend the motion it adopted on June 6, 2016, to recommend conditional approval of PUD-AP2016-01 Grandview Commons PUD Petition and Area Plan to City Council by striking condition #4, Recommendations, as cited in the DAFD review, dated May 11, 2016, and inserting Fire Protection Ordinance requirements, as cited in the DAFD review, dated May 11, 2016.

REVISED PLAN SUBMITTAL AND REVIEW

The applicant submitted a revised Area Plan dated, July 11, 2016, along with a cover letter and updated elevation and floor plans on July 12, 2016. In addition, the application packet included the following documents:

- Applied Geotechnical Service, Inc., Infiltration Basin Exploration dated, June 16, 2016
- Traffic Impact Study, revision dated May 18, 2016
- Gibbs Market Study Executive Summary (email), received May 31, 2016
- Grandview Commons revisions-benefits outline, received May 18, 2016
- CWA review letter dated, July 26, 2017
- OHM review letter dated, July 27, 2016
- DAFD review letter dated, July 21, 2016
- Development Agreement, with edits recommended by staff and the City Attorney

CITY COUNCIL ACTION

The City's planning and engineering consultants, CWA and OHM, respectively, along with the DAFD have reviewed the proposed PUD Area Plan. The following summary of their reviews are provided for your convenience:

- (1) Carlisle Wortman Associated (CWA) noted that a number of previous contingencies in its recommendation have been addressed. Subsequently, CWA finds the proposed area plan meets the intent of the PUD standards, the City of Dexter Master Plan, and the allowable density,

¹ 2a) On-street public parking along Grand Street, 2b) Decorative streetlights along the Baker Road frontage, 2e) Public art pad at the corner of Baker Rd and Grand St, 2f) Public access easement and multi-purpose pathway from Grand St to Mill Creek Park, and 2g) Installation of rapid flashing beacon to improve pedestrian crosswalk on Baker Rd.

as presented in the parallel Plan demonstrating VR, Village Residential, as the underlying zoning district.

- (2) OHM noted the plans were reviewed in accordance with the City’s engineering standards and are acceptable for area plan approval, subject to the following conditions:
 - (a) The existing parcels are described to the right of way lines of Baker and Grand. The proposed combined parcel shall be shown in the same manner. Dedication of right of way along Grand at the far western parcel will be necessary as the property is currently described to the right of way centerline.
 - (b) The storm sewer extending from the Grand Street right of way into the site shall be included within a drainage easement and shall be dedicated public. The easement shall encompass the pipe from Grand Street to the outfall to Mill Creek.
- (3) DAFD cited the following requirements as conditions of approval; 1) confirm roadway names and addressing of structures, as well as individual units, 2) confirm location of fire hydrants, and 3) install “no parking fire lane” signage on both sides of drive aisle and access drives.

Staff and the city attorney have reviewed the draft development agreement submitted by the applicant and recommended a number of edits. Although the development agreement requires some revisions, staff and the city attorney are recommending approval, subject to administrative review and approval.

SUGGESTED MOTIONS – PUD-AP 2016-01 Grandview Commons PUD Petition and Area Plan

Based on the recommendation of the Planning Commission, along with information provided by the applicant, staff, consultants and DAFD, and reflected in the minutes of the August 8, 2016 City Council meeting, City Council (**APPROVES/DENIES**) PUD-AP 2016-01 Grandview Commons Amended Planned Unit Development (PUD) Petition and Revised Area Plan dated, July 11, 2016, in accordance with the provisions set forth in Article 19, PUD Planning and Development Regulations for Planned Unit Development Districts, in the City of Dexter Zoning Ordinance, and subject to the following conditions:

- 1. CWA review dated, July 26, 2016;
- 2. Requirements cited in the OHM review dated, July 27, 2016;
- 3. Requirements cited in the DAFD review dated, July 21, 2016
- 4. Administrative review and approval of the Development Agreement, by staff and the city attorney,

OR

Based on the information provided by the applicant and reflected in the minutes of this meeting, the City Council moves to **POSTPONE** action on the PUD-AP 2016-01 Grandview Commons Amended Planned Unit Development (PUD) Petition and Revised Area Plan dated, July 12, 2016, until (**DATE**), to allow the applicant more time to address the following issues:

- 1. _____
- 2. _____
- 3. _____

Please let me know if you have any questions or comments. Thank you.