

**CITY OF DEXTER  
PLANNING COMMISSION  
REGULAR MEETING  
MONDAY, MARCH 5, 2018**

**I. CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 7:00 PM by the Chairperson Matt Kowalski at the Dexter Senior Center located at 7720 Ann Arbor Street in Dexter, Michigan with roll call.

Matt Kowalski (left at 9:33pm)	Thomas Phillips - AB	Scott Bell
Jim Carty	Alison Heatley	Karen Roberts
Marni Schmid - AB	James Smith	Scott Stewart

Also present: Michelle Aniol, Community Development Manager, Justin Breyer, Assistant to the City Manager/Clerk; Laura Kreps, Carlisle-Wortman; Megan Mason-Minock, Carlisle-Wortman Associates; Tony Grant, Northern United Brewing Company; and Larry Zahn, Realtor.

**II. APPROVAL OF THE MINUTES**

1. Regular Meeting minutes – January 2, 2018.

Motion Smith; support Bell to approve the minutes of the Regular Meeting of January 2, 2018 as presented.

Unanimous voice vote approval with Commissioners Phillips and Schmid absent.

**III. APPROVAL OF THE AGENDA**

Motion Smith; support Bell to approve the agenda as presented.

Unanimous voice vote approval with Commissioners Phillips and Schmid absent.

**IV. PUBLIC HEARING(S)**

**A. AP2017.18-018 SLU 3479 CENTRAL STREET** - Public hearing to consider a special land use application, submitted by Larry Zahn, on behalf of the Encore Musical Theatre, to allow temporary employment housing at 3479 Central Street.

Applicant: Larry Zahn, 4536 Burns Way, Webster Township – appeared on behalf of the Encore Theatre to request the use of 3479 Central for temporary housing for actors from all over the country at the Encore Theatre.

Staff Comments: Laura Kreps, Carlisle-Wortman Associates - reviewed Planning Commission's previous discussions on the topic. She indicated that the application is consistent with Special Land Use Standards under Section 8.03. She also reported that the Planning Commission previously found that the use is consistent with the Master Plan. She stated that Carlisle-Wortman's determination

was based on the number of occupants, exterior of the structure, parking, traffic, and noise. Expectation that the use will require limited parking and will have limited traffic.

Michelle Aniol, Community Development Manager - discussed the Section 3.07 review, and indicated that the use is permissible as a special land use. She also reviewed the necessary determinations and conditions that the Planning Commission would need to review and consider and offered examples of conditions in other communities and the International Property Maintenance Code. She recommended using a standard for making the decision for number of people allowed. Property has a gravel driveway – upgrade from gravel to concrete and use for parking, and install parking from alleyway.

Public Hearing: Chairman Kowalski opened the Public Hearing at 7:19 PM. There was no one in the audience who spoke at the hearing. The Public Hearing was closed at 7:20 PM.

Motion Smith; support Roberts that based on the information provided by the applicant, staff and CWA, the Planning Commission finds AP2017.18-18 SLU Special Land Use Application for Temporary Employment Housing at 3479 Central Street, received December 1, 2017, meets the requirements of Section 8.03, and recommends approval to City Council, subject to the following conditions:

1. Staff review dated, February 28, 2018;
2. CWA review dated, February 21, 2018;
3. OHM email, dated February 11, 2018;
4. Adoption of text amendments to Articles II and XI of the Zoning Ordinance to define temporary employment housing and to allow temporary employment housing, as a special land use in the VR, Village Residential District;
5. Maximum number of sleeping rooms shall not exceed 3 and shall be limited to the second floor;
6. Maximum occupancy shall not exceed 7 persons;
7. The exterior of the structure shall maintain the appearance of a single-family residence.
8. The use of the structure shall be compatible to that of a single-family residence in terms of operation, including parking, traffic, noise, etc.

Ayes: Bell, Roberts, Heatley, Smith, Stewart, and Kowalski

Nays: Carty

Absent: Phillips and Schmid

Motion carries

**B. AP2017-18-19 SLU NULL TAPHOUSE EXPANSION** – Public hearing to consider a special land use application submitted by Northern United Brewing Company (NUBC), for an expansion to the existing tasting room at 2319 Bishop Circle East.

Applicant: Tony Grant CEO of Northern United Brewing Company – discussed the layout of new kitchen and bathrooms to NULL.

Staff Comments: Michelle Aniol, Community Development Manager – reported that the applicant wants to install a full kitchen and offer food service greater than what is currently being offered. Kitchen would be behind the bar where the restrooms currently are. Current tap room is 9% of the facility, and the addition would then make the area 10% of the facility, which is less than the 15% zoning ordinance requirement. Under their former approval, the applicant would be able to start their buildout, but they would need to meet sanitary sewer discharge levels for 90-days. They have decided not to add a larger dining area, but instead plan to expand into the existing area. She reported that the expansion as proposed is consistent with Master Plan, R&D district, and would not create a greater amount of noise, light, vehicular trips, or impact to the natural environment.

Public Hearing - Chairman Kowalski opened the Public Hearing at 7:58 PM. There was no one in the audience who spoke at the hearing. The Public Hearing was closed at 7:59 PM.

Motion Heatley; support Carty based on the information provided by the applicant, staff and CWA, the Planning Commission finds AP2017.18-19 SLU Special Land Use Application for NULL Taphouse (Meets) the requirements of Section 8.03, and recommends (approval) to City Council, subject to the following conditions:

1. The NULL Taphouse must be accessory to the Northern United Brewing Company facility, and licensed as such by the State of Michigan; and
2. The total area of NULL Taphouse shall not exceed 15% of the gross floor area of the NUBC facility; and
3. The parking lot must be repaired and maintained to comply with zoning ordinance requirements; and
4. No less than eight (8) bicycle parking spaces shall be provided

Ayes: Stewart, Heatley, Carty, Roberts, Bell, and Kowalski

Nays: Smith

Absent: Phillips and Schmid

Motion carries

## **V. PRE-ARRANGED CITIZEN PARTICIPATION**

None

## **VI. REPORTS**

### **A. Chairman Report – Matt Kowalski**

No Report

### **B. Planning Commissioners and Council Ex-Officio Reports**

No Report

### **C. Committee Reports**

No report

#### D. Community Development Office Reports – Michelle Aniol

Ms. Aniol submitted her report as per packet. She provided the following updates:

- 3045 Broad St. public meeting was Wednesday. She indicated that it was very important for Planning Commission members attend the 3<sup>rd</sup> public input meeting.
- The Commission discussed the Encore Theatre's presentation to City Council and how the Theatre and/or the City Offices would be incorporated into the 3045 Broad St. project.
- Asked the Commission whether there would be an appetite to incorporate allowing mixed use on 2<sup>nd</sup> floor as well as 1<sup>st</sup> floor for Village Commercial and Village Residential into the zoning ordinance.
- Demolition has started for the property at Baker Rd. and Grand St.

#### VII. CITIZENS WISHING TO ADDRESS THE COMMISSION

Donna Fisher, 3035 Inverness – asked why the Commission was dealing with updating the ordinance after it dealt with the subject of temporary housing (The Commission has in the past worked with businesses to complete projects. There is a certain amount of urgency due to the process that was taken.)

Kyle Marsh, 7820 4<sup>th</sup> St. – following discussion on parking minimums and maximums and believes the Commission made a good decision. Heard the discussion on mixed use and floors and believes there is flexibility.

#### VIII. OLD BUSINESS

**A. Master Plan Update** –Megan Mason-Minock, Carlisle-Wortman Associates lead the discussion on the Master Plan Update with regard to the Existing Land Use Map and draft Background and Transportation chapters. Discussion included:

- The Plan-to-Plan process, including the fall community engagement process the online comment tool MICommunity Remarks Tool, Parking Study, existing land use study, background studies on mobility and transportation, and surrounding communities' plans
- Upcoming steps, including meeting with City Council to discuss goals and objectives; and looking at future land use and implementation; review by adjacent communities; public hearing; and adoption
- Stated goals from previous meetings included addressing: planned growth, parking, sustainability, and character of mixed-use areas
- Reviewed surveys and walking tours and the public feedback received
- Existing Land Use Map
- Potential Development/Re-Development Map - Annexed parcels, 425 parcels, potential vacant areas within the City and the trends that emerged
- Low-income housing and aging-in-place and the Commission's ability to address these items
- Accessory dwellings/lot splits
- Need for placemaking activities
- Addressing the viaduct

- Transportation
- Protection of the character of downtown – form based code vs. historic district

## **IX. NEW BUSINESS**

### **A. AP2017.18-21 CSP Dexter Wastewater Treatment Plant Project**

Staff: Ms. Aniol introduced the Wastewater Treatment Plant Project – essential services project. The City must follow its own rules, will need to go to PC and City Council. Outlined the pieces of the project. Permitted use in I-1 District. Have site plan, schedules, details, elevations.

Motion Smith; support Bell that Based on the information provided by the applicant, and staff, the Planning Commission finds AP2017.18-21 CSP Combined Site Plan for 2018 Wastewater Treatment Plant Improvements, dated February 19, 2018 meets the standards for final site plan approval and recommends approval to City Council, in accordance with the provisions set forth in Article 21 of the City of Dexter Zoning Ordinance.

Ayes: Smith, Roberts, Heatley, Bell, Stewart, Carty, and Kowalski

Nays: None

Absent: Phillips and Schmid

Motion passes

**Motion Smith; support Heatley to amend the agenda to move New Business Item C to come before New Business Item B**

**Unanimous Voice vote**

**Motion passes**

### **C. Text Amendments to the Zoning Ordinance**

Staff Comments: Michelle Aniol introduced the item and reported that the Planning Commission would want to ensure that any approval is not misconstrued to approve short term rentals. She indicated that the use is similar to workforce housing for migrants or the mining industry. She indicated that the goal is to address the item in the Zoning Ordinance

**Chair Kowalski left the meeting. Scott Bell took over as Chair of the meeting.**

Ms. Aniol clarified missing language on Village Residential document.

Motion Smith; support Stewart to set the public hearing for April 2, 2018 to consider an amendment to Articles 2 and 11 of the Zoning Ordinance.

Ayes: Smith, Bell, Stewart, Carty, Roberts, and Heatley

Nays: None

Absent: Phillips, Schmid, and Kowalski

Motion passes

**B. FY 2018-2023 CIP**

Staff Comments: The second meeting in March was called to keep the Master Plan on track, but we could review the CIP instead as Carlisle-Wortman seems to have received the feedback they were seeking.

Motion Smith; support Carty to set a public hearing on the 2018-2023 Capital Improvements Plan for Monday, April 2, 2018.

Ayes: Carty, Bell, Smith, Stewart, Heatley, and Roberts

Nays: None

Absent: Phillips, Schmid, and Kowalski

Motion passes

**X. PROPOSED BUSINESS FOR MARCH 19, 2018 SPECIAL MEETING**

**A.** FY 2018-2023 CIP Public Hearing

**B.** Text Amendment to Articles 2 and 11

**XI. CITIZENS WISHING TO ADDRESS THE COMMISSION**

None

**XII. ADJOURNMENT**

Motion Smith; support Roberts to adjourn at 9:50 PM.

Unanimous voice vote approval with Commissioners Phillips, Schmid, and Kowalski absent.

**XIII. COMMUNICATONS**

None

Respectfully submitted,

Justin Breyer  
Assistant to the City Manager/Clerk

Approved for Filing: 2018-04-02