

**CITY OF DEXTER  
PLANNING COMMISSION  
REGULAR MEETING  
MONDAY, OCTOBER 1, 2018**

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

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

Matt Kowalski	Thomas Phillips-arr 7:04	Scott Bell
Jim Carty-AB	Alison Heatley	Karen Roberts
Marni Schmid -AB	James Smith	Scott Stewart

Also present: Michelle Aniol, Community Development Manager; Courtney Nicholls, City Manager; Mike Auerbach, Assistant Planner; Megan Masson-Minock, Carlisle Wortman Associates; and Carol Jones, Recording Secretary.

**II. APPROVAL OF THE MINUTES**

1. Regular Meeting Minutes – September 4, 2018

Motion Smith; support Bell to approve the minutes of the Regular Meeting of September 4, 2018 with the following corrections:

- Page 2 – Reports – D. Community Development, second bullet point, the word *hold* should be *hole*.
- Page 2 - Old Business – Ms. Masson-Minick’s remarks, the word *of* should be *or*.

Unanimous voice vote approval with Phillips, Carty and Schmid absent.

**III. APPROVAL OF THE AGENDA**

Motion Smith; support Bell to approve the agenda with the addition of Item D under New Business – Election of a ZBA Representative from Planning Commission.

Unanimous voice vote approval with Phillips, Carty and Schmid absent.

**IV. PUBLIC HEARING(S)**

None

**V. PRE-ARRANGED CITIZEN PARTICIPATION**

None

## VI. CITIZENS WISHING TO ADDRESS THE COMMISSION

### VII. 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 gave the following updates to her report:

- The public meeting for the Master Plan Update will be October 29, 2018 from 7-9 PM at the Dexter District Library.
- The September meeting for the Broad Street Committee was canceled due to recent information regarding cost estimates for the project and the need to get more estimates. An October meeting will be held after getting the information needed.
- There will be a ZBA meeting on October 15, 2018.
- Planning Commissioners are invited to attend the upcoming SEMCOG General Assembly on October 18, 2018 in Novi. I will be a panelist in one of the sessions.
- The court hearing on 2865 Baker Road has been rescheduled for November 5, 2018. I am working with the property owner on correcting issues with that property.
- I did want to meet prior to this meeting for a pre-application meeting for the Central Park Concept project as not all of the revisions and plans were not complete.
- October 10, 2018 is National Walk to a Park Day.
- There are two items on your tables this evening to take a look at – Streets of the Future and a Summary of the Dexter Community Needs Assessment.

### VIII. COMMUNICATIONS

None

### IX. OLD BUSINESS

**A. Master Plan Update:** Review and discuss Master Plan Update presentation for October 29, 2018 public input meeting.

Megan Masson-Minock of Carlisle Wortman Associates reviewed the Master Plan Presentation of the October 29, 2018 public meeting and provided an

exercise to determine Planning Commissioners ideas on future land use, reuse of buildings, additional living options, and downtown preservation. Discussion followed.

## **X. NEW BUSINESS**

**A. Central Street Reconstruction Project** – Review and discussion only. Input from Planning Commission will be forwarded to the City Manager.

City Manager, Courtney Nicholls, was present and gave a brief description of the 2019 Road Project on Central Street.

**B. Temporary Construct Signage** – Discussion only regarding temporary construction screen signs.

Ms. Aniol reviewed the ordinance information on temporary signage and corrections have been made by turning the existing sign around, except for about 85 square feet which was allowed to remain facing outwards. Ms. Aniol inquired of Commissioners if the ordinance should be changed for construction signs or do construction signs fall under temporary signage. Discussion followed with consensus being to leave the ordinance as is.

**C. Student Representative** – Discussion regarding the possibility of having a non-voting student representative on the Planning Commission.

Mr. Auerbach explained that City Council is looking for feedback on student representatives to Planning Commission, Arts, Culture and Heritage Committee and Parks and Recreation Commission and the guidelines for student members. Discussion followed with the recommendations to approach the schools to get a student's perspective on being a part of City committees and commissions and to limit the students to those in the 11<sup>th</sup> and 12<sup>th</sup> grades.

**D. Election of ZBA Board Member.**

Motion Smith; support Heatley to nominate Scott Bell as Planning Commission's representative to the Zoning Board of Appeals.

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

Nays: None

Motion carries

## **XI. PROPOSED BUSINESS FOR:**

**A. October 29, 2018 Special Meeting:** Master Plan Updates – Public Input Meeting

**B. November 5, 2018:** Regular Meeting – TBD

## **XII. CITIZENS WISHING TO ADDRESS THE COMMISSION**

None

**XIII.ADJOURNMENT**

Motion Smith; support Stewart to adjourn at 8:19 PM.

Unanimous voice vote approval with Carty and Schmid absent.

Respectfully submitted,

Carol J. Jones  
Recording Secretary

Approved for Filing: \_\_\_\_\_

**OFFICE OF COMMUNITY DEVELOPMENT**

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 580-2233 • Fax (734) 426-5614

**Planning Commission  
SPECIAL MEETING  
Minutes  
Monday, October 29, 2018 at 7:00 pm  
3255 Alpine Street  
Dexter District Library**

**I. Call to Order and Roll Call:**

The meeting was called to order at 7:03 pm by Chair Matt Kowalski at the Dexter District Library, 3255 Alpine Street, Dexter, MI with roll call.

Matt Kowalski, Chair  
Scott Bell  
Scott Stewart

Thomas Phillips, Vice Chair  
Alison Heatley  
Karen Roberts

Marni Schmid, Secretary - ab  
Jim Carty – arr 7:10 pm  
James Smith - Ex Officio

Also in attendance: Michelle Aniol, Community Development Manager; Mike Auerbach, Assistant Planner; Megan Masson-Minock, Carlisle Wortman Associates; Tyler Lasser, Carlisle Wortman Associates, and guests.

**II. Approval of agenda**

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

Unanimous voice vote approval with Schmid and Carty absent.

**III. Master Plan Update**

Megan Masson-Minock presented an overview of the planning process, summarized the history of the City of Dexter's Master Plan, and introduced the key topics for the current Master Plan Update. The topics included:

- Future Land Use
- Downtown Expansion/Preservation
- Additional Housing Options
- Re-use of Non-residential Buildings in Residential Neighborhoods

After her presentation was complete, Ms. Minock directed the audience to 4 stations throughout the room, where they could provide input on the key topics, and to a 5<sup>th</sup> station where the audience could provide comment on other topics, issues or concerns they may have.

**IV. Adjournment**

Motion Roberts; support Bell to adjourn at 8:28 pm.

Unanimous voice vote of approval with Schmid absent.

Respectfully submitted,

Mike Auerbach  
Assistant Planner

Approved for filing: \_\_\_\_\_

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### STAFF REPORT

**To:** Chairman Kowalski and Planning Commissioners  
Courtney Nicholls, City Manager

**From:** Michelle Aniol, Community Development Manager  
Michael Auerbach, Assistant Planner

**RE:** Staff Report for December 3, 2018

**Date:** November 27, 2018

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#### 1. Upcoming Meetings:

##### A. December 2018:

- Urban County Executive Committee, December 5<sup>th</sup>
- City Council, December 10<sup>th</sup>
- ZBA, December 17<sup>th</sup>
- DDA, December 20<sup>th</sup>
- City Council, December 26<sup>th</sup> (Weds)

#### 2. Meeting Review:

- A. November 12<sup>th</sup>, 8180 Main Pre-App Meeting:** The development proposal, submitted by the pre-applicant, Monopoly Real Estate, consists of a 3-story, 37,727 gross sq. ft. multi-family building overlooking the Mill Creek with additional frontage along Main Street. The building includes 16 one-bedroom (662 sq. ft.) units and 16 two-bedroom (1,287 sq. ft.) units, for a total of 32 units. The one-bedroom units are on the ground level, and the two-bedroom units span between floors 2 and 3 with internal stairs. Parking will include a 21-space carport that runs the western length of the primary building, a detached structure with 16 1-car garages backing against the northwestern property line, and 29 additional on-site parking spaces (66 spaces total). The discussion centered on 1) traffic and access, 2) parking, 3) public utilities, 4) landscaping, 5) ownership (i.e. ownership vs rental, affordable vs market rate), 5) design, and 6) emergency access. A copy of the meeting minutes accompanies this memo.

*Post Meeting Update:* The pre-applicant contacted the Washtenaw County Road Commission regarding the possibility of having a roundabout installed at the intersection of Main Street and Dexter/Chelsea Road. The Road Commission is reported to be receptive to the idea. The pre-applicant has inquired if the City would be willing to participate in the project. Council has not made any decisions or taken up a discussion at this juncture, but has asked for input from the Planning Commission.

#### 3. General Updates:

- A. 3045 Broad Street Redevelopment Project.** Staff confirmed that Norfolk's goal is to complete its proforma and be ready to meet with the Committee before the end of the year.
- B. 3269 Central/7890 Ann Arbor Streets (Post Pre-app meeting):** A. R. Brouwer informed staff that the owner of 7890 Ann Arbor Street has re-signed a lease agreement with WISD, and as a result, would no longer be participating in a potential redevelopment project. Brouwer intends to pursue redevelopment of just 3269 Central. However, a variance will be necessary to allow a 3-dwelling unit multiple family development. The reason for the variance is 1) the Ordinance defines a multiple family dwelling as 3 units or more, and 2) the Ordinance limits a multiple family development in the VC Village Commercial District to a maximum density of 12 units per acre (3,630 sq. ft. of land area per dwelling unit).

The Central Street property measures 8,481.32 sq. ft. (0.197 ac). Based on the minimum lot area of 3,630 sq. ft. per unit, only 2 dwelling units would be allowed. So although the property is zoned to allow a multiple family development, due to the size of the property, only 2 dwelling units would be allowed. A. R. Brouwer has demonstrated the project would need all other yard requirements; thus it's candidate for a variance. The variance request will be considered by the ZBA on December 17<sup>th</sup>.

- C. **7668 Grand Street:** The ZBA is scheduled to consider a variance request for property located at 7668 Grand St. The property owner, Michael Szeles is requesting a 6.5-foot variance from the 10-foot side yard setback required by Section 20.01 of the Zoning Ordinance. According to Section 4.05(E)(2) of the Zoning Ordinance, non-conforming structure in any zoning district may be expanded only after approval of the Zoning Board of Appeals. Mr. Szeles house is a legal non-conforming structure because it was built prior to the establishment of the zoning ordinance and encroached into the required side yard. Mr. Szeles would like to expand the second floor of the house, but needs a variance to do so.
- D. **2865 Baker Road:** The November 5<sup>th</sup> court date was rescheduled to November 19<sup>th</sup>, after the property owner secured zoning compliance and building department approval to demolish the existing garage and after the property owner agreed to enter into a stipulation agreement regarding the remaining tasks needed to bring the property into compliance, including the following:
- 1) Updated scope of work for all improvements to bring property into compliance, including a new private water well and septic system;
  - 2) Names of contractors hired to do work and copy of signed contracts, complete with costs; and
  - 3) Schedule for
    - a. Completing pre-application work for well and septic system. (Deadline: December 2018).
    - b. Submittal of Application to Washtenaw County Health Department for well and septic system. (Deadline: December 2018).
    - c. Submittal of zoning compliance application to City. (Deadline: February 2019).
    - d. Submittal of application for all required building, plumbing, electrical and mechanical permits from the Washtenaw County Building Department. (Deadline: February 2019).
    - e. Completion of all improvement to bring property into compliance. (Deadline: April 2019).

**Conditions:** Failure to provide the required documentation (above) and/or to meet the deadlines (shown above) would result in the city having the right to bring property into compliance and put a lien on the property to cover costs associated with bringing property into compliance, which may include demolition of the primary structure, as well as for all attorney fees incurred since this enforcement began.

Prior to the November 19<sup>th</sup> hearing, staff received signed contracts for a property survey and perk tests and verified that the garage demo and property reclamation were completed. On Friday, November 16<sup>th</sup>, the city attorney and staff were informed that the property owner had requested a demolition cost estimate from A.R. Brouwer. With this information, staff and the city attorney agreed that to reschedule the hearing one more time to allow the property owner time to provide a signed demolition contract.

On Monday, November 19<sup>th</sup>, the attorney for the property owner submitted a copy of a signed contract for the demolition for certain structures at 2865 Baker Road. After reviewing the Scope of Work in the contract staff determined that it was ambiguous. Staff communicated the following concerns to the property owner's attorney and the city attorney:

- The scope of work calls for the existing house, floor slab and foundations to be removed and the debris to be hauled away; a small outbuilding is to be demolished; and a 10-ft x 10-ft shed is to be removed. However, there are 4 structures currently on site; the house and 3 other structures behind the house.



- The scope of work contains a specific notation that the following work is excluded from the demo contract:
  - permits and fees,
  - public utility disconnects,
  - hazardous materials testing,
  - hazard materials demolition and disposal,
  - basement removals,
  - backfill,
  - land clearing,
  - tree removal,
  - tree disposal, and
  - landscaping repair.

In addition, the scope states that access to the existing driveway is required for demolition equipment and dump trucks, but repairs to the driveway, if needed, are also not included in the contract.

- Staff forwarded the following questions to the attorneys:
  - Who is handling the permits and fees?
  - Who is going to order the public utility disconnections?
  - Has anyone checked to make sure there isn't any hazardous material on site, including a potential abandoned illegal septic tank or abandoned illegal well? Has an inspection of the outbuildings been conducted, especially the 10-ft x 10-ft shed?
  - Who is going to remove any basement and haul away the debris?
  - Who is going to backfill the site, in the event a basement is discovered and removed?
  - How is the demo contractor going to remove the other outbuildings if he's not clearing land, removing trees and disposing of those materials? There is at least one very large tree that has fallen over two of outbuildings. Not sure how the structures can be removed without the tree being remove. Additionally, how is the contractor going to remove the shed that's farther into the interior of the property without removing trees and overgrown vegetation?
  - Once the demolition is complete, who is going to complete the reclamation of the site?
  - Who is going to dispose of trees and other vegetation that must be removed from the site in order to complete the demolition?
  - Who is going to repair the driveway, if damaged?

Although the Scope of Work is incomplete, staff is pleased to see the property owner has decided to pursue demolition. Staff is optimistic that the details of the demolition will be resolved prior to December 10<sup>th</sup>, the date of the next hearing.

#### **E. Business Updates:**

- Staff met with Carl Arft, Sr. Director, Systems Engineering for STime. Council will recall STime is a California based semi-conductor manufacturer that wanted to establish a presence in Michigan, and chose Dexter (2830 Baker Road) earlier this year. The company expects to outgrow their location in 2 years. The company's concern is that there won't be space available to accommodate its growth, and therefore may not be able to stay in Dexter.

#### F. Legislative Updates:

- The State Senate has introduced a bill to take away local control to regulate tree removal and replacement on non-residential development projects. The Senate Natural Resources Committee will consider SB 1188-1194, Tuesday, November 27<sup>th</sup> at 8:30 a.m. These bills would prohibit local governments from enacting or enforcing ordinances that regulate natural areas on nonresidential property. This would include any provisions under the planning enabling acts. The bills could pass the full Senate as early as Tuesday, November 27<sup>th</sup>.

These bills would likely mean that planning commissions could no longer require site plans to have protected natural areas, regardless of whether the purpose is to manage stormwater, provide buffers, or preserve unique natural features.

The legislation was introduced two weeks ago and all indicators point to a concerted effort to pass this legislation in the next few weeks. If this happens, it would potentially eliminate all aspects of implementing a green vision on anything except residential property.

The critical part of SB 1188 reads:

*A local unit of government shall not adopt, maintain, or, for violations occurring on or after July 1, 2017, enforce an ordinance, charter provision, or regulation that does any of the following, and an ordinance, charter provision, or regulation that does any of the following is void:*

- (a) *Prohibits, requires approval for, or otherwise restricts the trimming, felling, or removal of any vegetation, other than a heritage tree, located on private property with an agricultural, business, commercial, or industrial zoning classification.*
- (b) *Requires mitigation, including, but not limited to, the planting of trees or other vegetation or the payment of a fee or fine, for the trimming, felling, or removal of any vegetation, other than a heritage tree, from private property with an agricultural, business, commercial, or industrial zoning classification.*

The Southeast Michigan Council of Governments (SEMCOG), the Michigan Municipal League (MML) and the Michigan Association of Planning (MAP) have all come out against the legislation and strong urge us to contact our state senator, Joe Hume and State Representative, Donna Lasinski. The bills are anticipated to move swiftly though the lame-duck session. Prompt action is needed immediately!

#### 4. Updates to On-going Projects:

- A. 150 Jeffords:** Walls to grade are in place and backfilling is scheduled for completion on Wed, November 21<sup>st</sup>, depending on the weather. The adjacent property owner is being updated regularly.
- B. Grandview Commons** – Staff and the City engineer conducted an on-site meeting with A.R. Brouwer regarding changes to downspout and sump pump drainage discharge and potential impacts on property adjacent to the south. Mr. Brouwer agreed to provide a written description/explanation of the changes that he's made to the downspout and sump pump discharge lines and he will provide a revised as-built drawing, so that we can verify the location of the discharge pipes, in relation to the property lines. That will satisfy the requirements of the zoning ordinance and keep the final zoning compliance process on track.
- C. Victoria Condos** – The developer received a ROW permit to make improvements to portions of Victoria Drive that are located with the public right-of-way. As a condition of approval, the developer will be required to make improvements to now public portions of Victoria Drive that were damaged during construction. Unfortunately, with weather temperatures being consistently in the 20's at night, the developer will not be able to complete the road repairs until spring. Concrete

repairs can and are being completed, however. Residents are being kept informed throughout the process.

**5. On-going Projects (Not Updated Since Last Report):**

- A. 7960/7956 Grand Street** – The pre-app committee (Keough, Fisher, Cousins, Bell and Roberts), along with city staff, the city’s planning and engineering consultants, and DAFD met with Jack Campbell and his architects to review and discuss 2 development schemes for infill redevelopment of 7960/7956 Grand Street. Of the two schemes, scheme F was the one the committee liked. It offers a strong presence along the sites entire Grand Street frontage, including a 3 story building, 23 units and 45 off-street parking spaces and 9 on-street parking spaces. The design is pedestrian focused with podium-type parking under the building and ingress/egress from Grand Street and the public alley at the rear of the site. Mr. Campbell is proposing an increase in density, and as such, he will be pursuing a PUD.
- B. Rainbow Child Care Center** - In their application for a ground and building sign permit, the Johnson Sign Company indicated that the ground sign will be set back 10-feet from the Dexter-Ann Arbor Road right-of-way, instead of 15-foot, as shown on the approved final site plan. This change complies with the minimum sign setback of 10 feet required by Section 7.03(1)(F) of the Zoning Code. Additionally, the modification constitutes a minor site plan change, in accordance with Section 21.11(B)(10), of the Zoning Ordinance.
- C. Master Plan Update:** Public input meeting on Master Plan Update. Approximately 30 people attended the special meeting. The planning consultant, Megan Masson-Minock gave presented the status of the up and before sending attendees to 4 stations, where they could provide input on key topics, including future land use, downtown expansion/preservation, additional housing options, and reuse of non-residential buildings in residential neighborhoods. A 5<sup>th</sup> station allowed attendees to provide comments and input on other areas of concern. Ms. Minock will compile the comments and present her recommendations for changes/updates to the Master Plan at the Planning Commission’s December 3<sup>rd</sup> meeting.
- D. Downtown Parking Update:**
- Drafted newsletter article about parking study, encouraging long-term parking in unrestricted public lots
  - Drafted letter for downtown businesses encouraging employee parking in unrestricted public lots
- E. Asset Management System (AMS) Update:**
- Review AMS with DPW staff
  - Met with Northville Township to discuss Cityworks
  - Met with Superior Township to discuss Lucity

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**OFFICE OF COMMUNITY DEVELOPMENT**

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**Pre-Application/Site Plan Review Committee**

**Meeting Minutes**

**Monday, November 12, 2018 at 6:00 pm**

**7720 Ann Arbor Street  
Dexter Senior Center**

**Attendance:** Jim Carty (PC), Paul Cousins (CC), Shawn Keough (Mayor), Julie Knight (CC), Marni Schmid (PC), Jim Smith (CC)

Also in attendance: Katrina Berishaj (Monopoly Real Estate), Mark Berishaj (Monopoly Real Estate), and Francesca (Designhaus)

Michelle Aniol (CDM), Mike Auerbach (Asst. Planner), Laura (CWA), Patrick Droze (OHM), Dan Schlaff (DPW), Donald Dettling (DAFD)

- 1) **8180 Main Street** – Designhaus Architecture of Rochester, MI and Monopoly Real Estate are proposing a multi-family development at the former Mill Creek Sports site, located at 8180 Main Street, (08-03-31-474-01). The site is zoned VC, Village Commercial District. In the VC district, multi-family dwellings are a special land use. Density in the VC district for multi-family developments is 12 units per acre, or 3,630 sq. ft. minimum lot area per unit. Based on that standard, a total of 19 dwelling units would be allowed on the 1.57 acre site. The density proposed by the pre-applicant is just above 20 dwelling units per acre, which the pre-applicant is aware of. Staff have advised the pre-applicant that obtaining a variance for their proposal would be difficult, and that a PUD would be the recommended option for them to proceed with the project as proposed.

**Presentation by pre-applicant** – The development proposal consists of a 3-story, 37,727 gross sq. ft. multi-family building overlooking the Mill Creek with additional frontage along Main Street. The building includes 16 one-bedroom (662 sq. ft.) units and 16 two-bedroom (1,287 sq. ft.) units, for a total of 32 units. The one-bedroom units are on the ground level, and the two-bedroom units span between floors 2 and 3 with internal stairs. Parking will include a 21-space carport that runs the western length of the primary building, a detached structure with 16 1-car garages backing against the northwestern property line, and 29 additional on-site parking spaces (66 spaces total).

**Discussion notes:**

- *Traffic and Vehicle Access* – Several committee members were concerned about traffic and vehicle access to the site during peak traffic hours. As proposed, the development entrance would align with Dexter-Chelsea Road. Patrick Droze advised that the level of service to the site will likely be poor, although additional evaluation is needed. The background traffic study conducted for the Mill Creek Outdoor Adventure Center should be sufficient to evaluate the site's potential level of service. Committee members suggested that a traffic circle (i.e. roundabout) at the site's entrance could improve vehicle access, and that the developer should contact the Washtenaw County Road Commission regarding the cost and feasibility of that type of road improvement. According to Patrick, a previous warrant analysis recommended improvements to the intersection. Coordination with downtown traffic signals will also be important.
- *Parking* - The developers are providing the carport and garage parking spaces in order to appeal to ownership. Discussion followed about on-site parking configuration options and how the developers plan to meet the zoning requirement for 72 on-site parking spaces. For reference, Section 5.03 of the Zoning Ordinance requires 2 off-street parking spaces per dwelling unit, and 0.5 guest spaces for every 3 dwelling units. The developers said they will likely pay into the City's parking fund to make up for the deficiency.

- *Water/Storm/Sewer* – The developers presented several public water and sanitary sewer connections, as well as stormwater discharge options, which the City Engineering consultant, Patrick Droze had recommended prior to the pre-application meeting. Discussion followed. The developers stated that they plan to route water mains under the Mill Creek. Developer was advised to consult with the MDEQ regarding stormwater discharge to Mill Creek and that permitting process. Several committee members emphasized the importance of minimizing the stormwater impact on the Mill Creek, and recommended that the developer utilize swales and underground options to mitigate stormwater impact.
- *Landscaping* – The committee discussed existing trees along the Mill Creek. The developers stated that few significant trees are present along the Creek, but that they intend to preserve and add additional trees. Committee members emphasized the importance of outdoor recreation along the Mill Creek to the Dexter community, and that the site must compliment this use. Committee members also advised that the Planning Commission will look favorably on additional trees.
- *Ownership* – Committee members emphasized the need for additional affordable rental housing in the City. Discussion about ownership options followed. The developers believe that the financial viability of the project depends on condominium sales due to the complexity and expense of developing this property. The developers estimate that to rent a one-bedroom unit the rent would be \$1,800 per month and a 2 bedroom would rent for \$2,000 per month; whereas the price of a one bedroom would sell for \$300,000 to \$325,000 and a two bedroom would sell for \$350,000 to \$375,000. Committee members asked if affordable units could be provided if greater density were permitted on the site. The following discussion determined that added density isn't a likely solution due to the lack of space for additional on-site parking.
- *Design* – The committee discussed various design details. The dumpster location is undesirable, but options for different placement are limited due to the site's dimensions. The City's Planning Consultant, Laura Kreps suggested that the carport and garage design be reconsidered, partially because carports quickly degrade in appearance. The Committee also voiced concern that the rear elevation of the building lack depth and interest. Laura also advised that the master deed dedicate space for an eventual sidewalk connection across the viaduct, and that the developers include additional screening for the 6 parking spaces that front along Main Street. Several committee members expressed concern that the height of the principal building combined with developments across the Mill Creek would create a cavern effect. Staff advised that the proposed height meets zoning requirements, and that this would not be a sufficient basis to deny a permit.
- *Emergency Access* – Chief Smith expressed concern that the site's interior may be too narrow for emergency access, and that the elevator may be too small for EMS access. The developers confirmed that they are planning to include fire suppression sprinklers.



**Carlisle | Wortman**  
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

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**TO:** City of Dexter Planning Commission  
**FROM:** Megan Masson-Minock, Planner  
**DATE:** November 21, 2018  
**RE:** Master Plan Community Meeting Results and Next Steps

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Thank you all for your participation in the Master Plan Community Meeting on Monday, October 29. Please find attached the results from each station. While participation was limited, we feel like there was clear direction on the following:

- **Future Land Use Approach is sound.** Overall, participants agreed with the major changes to the future land use map, including different mixed-use districts and neighborhoods.
- **General support for more housing options, if existing character is maintained.** Participants were generally in support of more housing options, but expressed concern about the character of the City being adversely affected, especially by lot split flexibility. Also, participants did not want alleys to become like streets, with through traffic if housing off of alleys were allowed. We can add language in the Master Plan to emphasize protection of existing character and to limit the number of housing units with sole alley access.
- **Support re-use of building, but hesitation about lack of control.** Participants saw the value of re-using existing buildings, but some were hesitant about losing oversight during the review process. In the Master Plan, the text can describe appropriate uses for those buildings and leave decisions on the actual mechanism (special land use or PUD) for the zoning ordinance rewrite.
- **Downtown preservation desired.** Participants want the downtown preserved, but had no clear consensus on how. Most of the suggestions centered on how to preserve the downtown through improvements.
- **Other comments.** Participants gave additional comments on ways to improve the non-motorized network in the City (i.e. crossing guard, crosswalks, connections), suggestions for parks, requests for no additional annexations and street improvements. These suggestions generally fit with what has been discussed so far. Many of the suggestions can be incorporated into the Parks and Recreation Plan or the CIP, during their next updates.

At your upcoming meeting, we would like to discuss the following:

- How should the Master Plan describe the approach to growth beyond borders? Previously, we had agreed that the text would describe areas and circumstances where and when the City would consider annexations, and these would be handled on a case by case basis. The text would describe areas, but these would not be shown on a map.
- In January, we will bring you a draft of the Future Land Use chapter with specific language on housing in each future land use category. What suggestions do you have to be included for housing in the future land use chapter?
- We would also want to discuss with you in depth options for downtown preservation in January, such as a form-based code, historic district, architectural requirements, etc. We would like to know at your next meeting if any of the options listed should be taken off the list and if you have any suggestions.

We look forward to meeting with you in December! Happy Thanksgiving!



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**CARLISLE | WORTMAN ASSOC., INC**  
**Megan A. Masson-Minock, AICP**  
**Planner**



Question:	Yes	No	Not Sure	What housing types would work best (check all that apply)?	Why or why not?	What are your concerns or suggestions?
<b>Should there be more housing options?</b>	x			Lot Split Flexibility, Off-Alley Housing, Live/Work Units	Generally single family - multi family may be out of context with "small scale residential"	Illusion of "low cost housing". All housing built today will be expensive.
		x		Lot Split Flexibility, Off-Alley Housing, Live/Work Units, Duplex, Multi Family, Senior Living	I want the current look/feel of housing Dexter to stay	I want it to be easy for buildings to change uses (ie: church to rental housing/multi-family) rather than tearing it down. We do need more affordable housing in Dexter.
	x			Lot Split Flexibility, Off-Alley Housing, Accessory Dwelling Unit, Tri-plex - Certain areas, Multi Family, Senior Living, Other: Townhouse		Focusing on infill housing, finding pockets for new/infill houses. Second street! @ adairs

**Board comments:**

Duplex: Don't want to look at garage doors. Multi-Family: Yes, but urban design. Accessory Dwelling Unit & Lot Split Flexibility: like options that maintain economic diversity.

No off-alley housing. Safety concerns.

High utility of Dexter Crossing? Seems like underutilized space

No apts at the end of Monument Park

Like row-house idea for Baker Rd Corridor

Ok w/lot split flexibility. Ok w/off-alley housing. Multiple housing types is good. No decks to 2nd story on front. No single story apartment options

There is an apartment in an accessory building on Grand - legal? Do we want that?

Questions:	Yes	No	Not Sure	Why or why not?
<p><b>Do you agree with having three separate categories for the downtown, Dexter-Ann Arbor Corridor, and Baker Road Corridor?</b></p>	x			<p>They need to have a cohesive feel. Right now its quite different areas. Downtown should look different but Baker &amp; Dexter-Ann Arbor Road need to have a more cohesive feel like you can tell its historic Dexter you are now entering. Keep parks/open spaces/public use spaces.</p>
	x			
	x			<p>They are basically different places.</p>
<p><b>Do you agree with that there should be three neighborhood categories – Village Residential 1, Village Residential 2 and Suburban Residential?</b></p>	x			<p>Yes - It is done to change codes to make it easy to re-use buildings for new purposes rather than tearing them down and rebuilding for a new purpose</p>
	x			
	x			<p>They are different. Huron Farms should be circulated into the city. Forcing it into a pocket off Dexter-Ann Arbor was a monumental planning error.</p>
<p><b>Should the semi-public use category be kept?</b></p>	x			<p>I prefer considering each case individually as these are embedded in neighborhoods with real implications for residents. Re-use should be very influential.</p>
<p><b>What are your concerns or suggestions for the Future Land-Use Map?</b></p>	<p>No multiple choice option for this question.</p>			<p>Consider creating land use category for land adjacent to Mill Creek and Huron River. Should have very specific considerations for natural resource protection and public access of water quality.</p>

**What other issues are you concerned about that can be addressed in the Master Plan?**

More bicycle parking downtown (bike racks to park your bikes)

---

Need safe road crossings at all schools: 1) Dexter-Ann Arbor needs flashers at Mill Creek & keep the crossing guard (serves Mill Creek, Wylie, Cornerstone). 2) Creekside + Bates needs flashing crosswalk and a crossing guard. 3) DHS needs a crossing guard where the flashing crosswalk is.

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We are trying to keep healthy communities & keep our kids active. We need to encourage them to safely walk/ride bikes to all schools.

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Preserve Downtown as "old Dexter"

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Expand Monument park to include WISD property

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Something nice to go @ former gun range site: community space-passive park, mirror of Mill Creek - replace trees.

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Yellow paint: All "bump out" curbs

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Pedestrian safety? Flashing crosswalks? (Ann Arbor St./Inverness) Ann Arbor/Kensington. Plans for future annexation/expansion?

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Speed limit signs on all alleys

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Second street corridor - future residential? City/fire/police. Main st. through (rush hour) traffic

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No parking (signs) on street 15' from a stop sign!

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No annexations

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More bike parking downtown (we need bike racks) to park our bikes into

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Preserve & increase parks/open spaces

---

Police/Fire City need new space - but don't want to see decreased response times.

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Must improve safety of our kids walking/biking to work

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More crossing guards: 1) Baker for Creekside. 2) at the flashing crosswalk for the HS. 3) Put in flashing crosswalk @ Dexter-A2 for Mill Creek & the elementary schools) & keep the crossing guards.

---

Mobility - Objective 1 "balances protection of ped/cycle w/ efficient movement". I think balance is the wrong word. It is not a balance. Pedestrians have the right of way. Keep pedestrians safe while having efficient flow of traffic.

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Better flow leads to more traffic/less traffic? Slow it down. People who only want to flow through will find alternative routes.

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Pedestrian lights

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Connect Huron Farms to b-to-b trail for easy pedestrian flow to downtown

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Special consideration of creek and river corridor properties. Unique development requirements and what is desirable from a water quality/natural resource standpoint & public access & aesthetic

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							Handle on	Not Sure	Other
	None	Government Buildings	Office	Retail	Multi-Family	Senior Living	case by case basis (status quo)		
<b>What uses would work best for semi-public buildings in neighborhoods (check all that apply)?</b>		X	X	X	X	X	X		
				X	X	X		Mixed Use	
			X	X			X		

**Why or Why Not?**

I'd like to see more affordable housing in Dexter. I like re-uses of any building

Mixed use in neighborhoods can help reduce traffic (increase walking to destinations) and add to character of community uses should consider parking needs

There are so few, it's easier to deal w/PUD + gives better control

**Board Comments:**

Mix of uses makes the fabric more interesting, less suburban

[comment off of cons] This seems like a significant loss of control. Since there are not too many, is it better to maintain case by case consideration?

I want the buildings kept. Make it easier to change the use (ie: church can now be a dentist office)

	Current Zoning	Form-Based Code	Not Sure	Other
<b>What is the best mechanism to preserve the downtown?</b>	x	x - Certain zonings - CBD		

**Why or Why Not?**

FBC should only be considered where we are certain we want to see a specific form. Such as in CBD.

**What are your concerns or suggestions?**

"Density" calls need to be revisited. "Public Benefit" in PUD needs review. Arch standards needs focus more on materials & gross.

**Board Comments:**

- More parking turnover
- Preserve present residential streets!
- Support form based code - preserve arch that maintains history & historical character
- Restore & better utilize second & third stories of buildings
- Central park is limited with the size & traffic on roads - could we turn central street to more park or pedestrian use?
- Like walkability, mixed use
- Traffic bypass
- I want to know more about this
- How do you expand what downtown can offer

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## OFFICE OF COMMUNITY DEVELOPMENT

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 580-2233 • Fax (734) 426-5614

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### STAFF REPORT

**To:** Chairman Kowalski and Planning Commissioners  
Courtney Nicholls, City Manager

**From:** Michelle Aniol, Community Development Manager

**RE:** Planning Commission representative to the Housing Task Force

**Date:** November 27, 2018

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As you may be aware, the City Council is forming a Housing Task Force. Attached you will find the proposal that Councilman Michels presented to at the November 12<sup>th</sup> Council meeting. The Housing Task Force will be comprised of two (2) members of City Council, one (1) Planning Commissioner, and four (4) at-large candidates. The City is currently accepting applications to fill the four (4) at-large member positions.

At your December 3, 2018 meeting, the Planning Commission must select a representative to serve on the Housing Task Force.

## Dexter Housing Task Force

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### **Purpose**

The goal of the Housing Task Force is to conduct research and present findings to the City Council for additional study or action. No final decision-making authority is granted with the Task Force.

### **Task Force Charges**

Inventory existing housing stock in the City of Dexter.

Identify housing needs for the City of Dexter.

Identify and research housing case studies of other communities.

Research strategies to address missing housing needs and affordable housing.

Identify opportunities to partner with other entities and incentives to help address any housing needs.

Present findings to Council.

Other duties, as requested by Council.

### **Membership**

The seven members of the Task Force will be appointed by the Council and may be nominated by any member of the Council. City Staff may participate in the Task Force but will not be voting members, unless otherwise agreed to.

Councilmembers (2)

Planning Commissioner (1)

At-Large Members (4) including representatives of local businesses, real estate, schools, etc.

### **Term**

The Task Force would run for roughly one year, through the end of calendar year 2019 but may be extended at Council's discretion.

### **Staff Support**

The Task Force will be provided staff support to assist with research, distribution of materials, arrangement of meeting venues, etc.

### **Remuneration**

There will be no pay or compensation for members of the Task Force.

### **Motion**

To create the Dexter Housing Task Force, as outlined above, direct staff to advertise openings with an application deadline of November 30<sup>th</sup>, and to consider appointments in December.



**PLANNING COMMISSION**

*1st Mondays*  
*7:00 PM*  
*SENIOR CENTER*  
*7720 ANN ARBOR ST.*

January 7, 2019

February 4, 2019

March 4, 2019

April 1, 2019

May 6, 2019

June 3, 2019

July 1, 2019

August 5, 2019

September 3, 2019 (Tues)\*

October 7, 2019

November 4, 2019

December 1, 2019

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## OFFICE OF COMMUNITY DEVELOPMENT

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### STAFF REPORT

**To:** Chairman Kowalski and Planning Commissioners  
Courtney Nicholls, City Manager

**From:** Michelle Aniol, Community Development Manager  
Michael Auerbach, Assistant Planner

**Date:** November 27, 2018

---

Enclosed for your review and discussion you will find the draft table, which summarizes the changes to the proposed changes between the 2018-2022 and 2019-2023 Capital Improvements Plan. Updated worksheets and possibly a draft of the executive summary will be provided at your January meeting. I look forward to reviewing the information with you. Please feel free to contact me prior to your meeting, if you have any questions/comments.

2019 ID	2018 ID	Project Name	Description of Update
<b>DDA</b>			
1.01	1.01	DAPCO Property Redevelopment	
1.02	1.02	DTE Sub-Station Decommission/Relocation (Part of DAPCO Redevelopment- Project 1.01)	No changes.
1.03	1.03	Baker Road Streetscape Enhancements	Update schedule and expenditure to 2024 and beyond.
Removed	1.04	Central Street Streetscape Enhancements	Removed because additional funding is needed, no plans to proceed.
1.04	1.05	Forest Street Enhancements	Update project ID # and project cost detail specifying that enhancements will focus on Broad
1.05	1.06	Grand Street Streetscape	Update project ID, update reference to project 7.06, find plan, changes to parking
1.06	1.07	Downtown Property Acquisition	Update project ID.
1.07	1.08	Downtown Façade Improvements	Update project ID.
1.08	1.09	Downtown Fire Safety	Update project ID.
1.09	1.10	DDA Broad Street Parking Lot (formerly Parking Lot Maintenance)	Update project ID and rename project to "DDA Broad Street Parking Lot," add drainage and surface improvements to description, update with Hotel Hickman dumpster/parking area quote.
1.10	1.11	Main St Alley Parking Lot Rehab and Water Main upgrade	Update project ID and description regarding 8" mains, location map, and schedule and funding to 2021-22.
1.11	1.12	Jeffords Street Extension / Phase 2 Riverwalk (Forest to Grand)	Update project ID.
1.12	1.13	Downtown Capital Maintenance	Update project ID, description regarding shutoff valves, and cost detail.
1.13	1.14	Property Acquisition Payback	Update project ID
1.14	1.15	Downtown Crosswalk Maintenance	Update project ID and Description to connect to project 1.13.
<b>Parks and Recreation</b>			
2.01	2.01	Community Park Improvements	No changes.
2.02	2.02	Monument Park Enhancement	No changes.
2.03	2.03	Mill Creek Park PHASE 2 Improvements/Construction	Update construction start to 2019, remaining engineering expenditure to \$150k, General Fund to \$200k, MDNR to \$300k, and TAP to \$313.
2.04	2.04	Mill Creek Park Phase 3 Improvements/Construction	Update schedule and expenditure to 2024 and beyond.
2.05	2.05	First Street Park (f/k/a Horseshoe)	No changes.
2.06	2.06	New Playground Equipment (Mill Creek Park)	Update construction schedule and expenditures to 2022-23.
2.07	2.07	Park Signage	Update schedule and expenditures to no expenditures in 2019-20 and \$8.5k in 2021-22
2.08	2.08	Mill Creek Park (North) Formerly Warrior Creek Park	No changes.
2.09	2.09	Central Street Kayak Launch and Trailhead	No changes.

2019 ID	2018 ID	Project Name	Description of Update
<b>Sidewalks</b>			
3.01	3.01	Sidewalk Replacement	Update expenditures.
3.02	3.02	Crosswalk and Barrier Free Improvements	Update expenditures to \$25k every other year and update total cost.
3.03	3.03	Baker Road Crosswalk at Forest	No changes.
3.04	3.04	Baker Road Crosswalk at Forest	Update schedule to end construction in 2019 and add \$30k from 2020-21 to 2019-20 expenditure. Verify total.
3.05	3.05	Second Street New Sidewalk Installation	Remove Construction Inverness to Hudson, update cost detail total to \$168k and move expenditure to 2024 and beyond.
3.06	3.06	Fourth Street New Sidewalk	No changes.
3.07	3.07	Fifth Street New Sidewalk Installation	No changes.
3.08	3.08	Edison Street Sidewalk Construction	No changes.
3.09	3.09	Forest Street New Sidewalk Construction (North)	Update description, remove \$50/LF cost estimate, update cost detail to \$125k and move expenditure year to 2024 and beyond.
3.10	3.10	Hudson Street New Sidewalk Installation	Remove Beneficial Impacts description, remove sewer manhole repair from Schedule Justification, and update expenditure to 2024 and beyond.
3.11	3.11	Inverness Street New Sidewalk Construction	Update schedule and expenditure to 2024 and beyond.
3.12	3.12	Meadowview Drive New Sidewalk Installation	Update schedule and expenditure to 2024 and beyond.
<b>Buildings, Grounds, and Equipment</b>			
4.01	4.01	City Hall (Locations, etc. will impact costs)	No changes.
4.02	4.02	Downtown Restrooms	No changes.
4.03	4.03	Equipment Replacement	No changes.
4.04	4.04	DPW Spoils Area Construction	No changes.
4.05	4.05	Fire Department Facility (Locations, etc. will impact costs)	No changes.
4.06	4.06	Street Lighting Upgrades	LED light fixture replacement is finished, remove from description.
4.07	4.07	Additional Storage Facility (3600 Central)	No changes.
<b>Planning and Zoning</b>			
5.01	5.01	Zoning Ordinance Update	No changes.
5.02	5.02	Master Plan Update	No changes.
5.03	5.03	Economic Development Report Update	No changes.
5.04	5.04	Marketing Strategy	No changes.

2019 ID	2018 ID	Project Name	Description of Update
<b>Streets and Alleys</b>			
6.01a	6.01a	Road Maintenance Program- Crack Sealing	Update with 2018 candidate projects. Update schedule justification; PASTER ratings performed in 2018. Move 2023 expenditures to 2024 and beyond.
6.01b	6.01b	Road Maintenance Program: Micro Surfacing/Capesealing	Update with 2018 candidate projects. Update schedule justification; PASTER ratings performed in 2018. Move 2023 expenditures to 2024 and beyond.
6.01c	6.01c	Road Maintenance Program- Mill & Overlay	Update schedule justification; PASTER ratings performed in 2018. Update description; project is for Baker Road. Move costs to Prior Years.
6.01d	6.01d	Roadsoft Maintenance Program- Crush & Shape	Update schedule justification; PASTER ratings performed in 2018. Project Cost Detail and Expenditure schedule needs update, cost TBD.
6.02	6.02	Central Street Streetscape and Traffic Calming Improvements	Update Schedule; construction complete in 2019.
6.03	6.03	Annual Alley Maintenance Program	No changes.
6.04	6.04	Alley Project (Baker and Hudson / Forest and Grand)	No changes.
6.05	6.05	Alley Project (Baker and Broad / Forest	No changes.
<b>Removed</b>	6.06	Street Sign Replacement	Remove.
<b>6.06</b>	6.07	Broad Street Reconstruction	Update map, add stormwater to schedule justification, update Project Cost Detail; STP-U to \$320k.
<b>6.07</b>	6.08	Hudson Street Reconstruction	Update schedule and expenditure to 2024 and beyond.
<b>Stormwater</b>			
7.01	7.01	Stormwater Master Plan	SAW grant update.
7.02	7.02	Catch Basin Replacement	SAW grant update.
7.03	7.03	Storm Outlet Rehabilitation	SAW grant update.
<b>Sanitary Sewer System</b>			
8.01	8.01	Sanitary Sewer Rehabilitation	Update location map per SAW grant.
8.02	8.02	Grand Street Sanitary Main Replacement	Update location map, cost detail, and beneficial impacts to include looping water system.
8.03	8.03	WWTP Property Acquisition	Update to include SAW grant camera scope to identify tap.
8.04	8.04	WWTP Headworks Upgrade and Tertiary Treatment.	Update schedule; construction complete in September, 2019. Update expenditures; distribute \$5M between 18-19 and 19-20.
8.05	8.05	WWTP Blower #2 Replacement	Update concept/design photo, update schedule; design/acquisition to start and end in 2016, add justification.
8.06	8.06	Clarifier Rehabilitation	Update concept/design photo, add justification.

2019 ID	2018 ID	Project Name	Description of Update
<b>Water System</b>			
9.01	9.01	Grand Street NEW Water Main	Update location map and expenditures.
9.02	9.02	Dan Hoey NEW Water Main Loop	Update schedule and expenditure to 2024 and beyond.
9.03	9.03	Second Street Watermain	Update description to include sidewalk and road construction projects. Update schedule and expenditure to 2024 and beyond.
9.04	9.04	Baker Road Watermain Replacement	Update schedule and expenditure to 2024 and beyond.
9.05	9.05	Research Location of New Water Well (#6)	Update justification.
9.06	9.06	Water Tower Rehabilitation	No changes.
9.07	9.07	Filter Media Replacement	Update project cost detail.
<b>Regional Cooperation</b>			
<b>Removed</b>	10.01	Baker / Shield Rd Intersection	Removed.
<b>10.01</b>	10.02	Huron Farms Connector	No changes.
<b>10.02</b>	10.03	Wayfinding Signage	Update location map.
<b>10.03</b>	10.04	Phase 2 Main Street Underpass Intersection	No changes.