



PLANNING COMMISSION MINUTES

Draft

CITY OF NOVI

Regular Meeting

July 11, 2012 7:00 PM

Council Chambers | Novi Civic Center | 45175 W. Ten Mile
(248) 347-0475

CALL TO ORDER

The meeting was called to order at or about 7:00 PM.

ROLL CALL

Present: Member Greco, Member Gutman, Member Lynch (arrived at 7:01), Chair Pehrson, Member Prince, Member Zuchlewski

Absent: Member Anthony (excused)

Also Present: Barbara McBeth, Deputy Director of Community Development; Kristen Kapelanski, Planner; Tom Schultz, City Attorney; Sarah Fleming, Planner; David Beschke, Landscape Architect; Adam Wayne, Staff Engineer.

PLEDGE OF ALLEGIANCE

Member Zuchlewski led the meeting attendees in the recitation of the Pledge of Allegiance.

APPROVAL OF AGENDA

Moved by Member Gutman, seconded by Member Greco:

VOICE VOTE ON THE AGENDA APPROVAL MOTION MADE BY MEMBER GUTMAN AND SECONDED BY MEMBER GRECO:

Motion to approve the July 11, 2012 Planning Commission Agenda. *Motion carried 6-0.*

AUDIENCE PARTICIPATION

No one from the audience wished to speak.

CORRESPONDENCE

There was no Correspondence.

COMMITTEE REPORTS

There were no Committee Reports.

COMMUNITY DEVELOPMENT DEPUTY DIRECTOR REPORT

Deputy Director McBeth explained the results of the previous City Council meeting.

CONSENT AGENDA - REMOVALS AND APPROVAL

There were no Consent Agenda items.

PUBLIC HEARINGS

1. ZONING ORDINANCE TEXT AMENDMENT 18.255 FOR RETAIL SERVICE OVERLAY EXPANSION

Public Hearing for Planning Commission's recommendation to the City Council for an ordinance to amend the City of Novi Zoning Ordinance at Article 23A, OST, Planned Office Service Technology District, Section 2302A, Retail Service Overlay uses permitted subject to special conditions; in order to expand the areas where the retail service overlay is permitted to the area east of M-5 and north of 12 Mile Road.

Planner Kapelanski said the City Council has expressed an interest in expanding the recently created Retail Service Overlay District to include areas north of 12 Mile Road and east of M-5 and staff drafted a

proposed text amendment in response to that request. The Retail Service Overlay District concept, which allows for a limited amount of restaurant, retail and personal service uses excluding drive-in and drive-through restaurants, was recently approved as part of the 2010 Master Plan update. The district is currently centered on areas near the intersection of Grand River Avenue and Beck Road. The proposed amendment would expand that area to include OST zoned properties north of 12 Mile Road and east of M-5.

The Planning Commission first held a public hearing and considered the proposed amendment at the June 13th Planning Commission meeting. At that meeting, the Commission heard comments from Northern Equities, the major property owner of the affected properties and input from staff and suggested staff make some modifications to the proposed ordinance and bring the revisions back to the Commission. Staff has now revised the ordinance based on those comments to limit the properties where these new provisions could be applied to the intersection of an arterial road or major arterial road and non-residential collector, provide a minimum building square footage requirement of 1,800 square feet and require outside dining areas for all restaurants.

Planner Kapelanski stated fast food drive-through restaurants have been included as a permitted use in this area only. Standards that apply specifically to drive-through restaurants include access can be provided from the non-residential collector road only, drive-through lanes must be screened from view, the proposed façade must be compatible with and complementary to the surrounding buildings and both a traffic impact statement and noise impact statement would be required. If the amendment is approved, staff anticipates identifying this area as eligible for the Retail Service Overlay as part of the next master plan update. The Planning Commission is asked to hold the public hearing and forward a recommendation to the City Council.

No one from the audience wished to speak and there was no correspondence. Chair Pehrson closed the public hearing.

Moved by Member Lynch, seconded by Member Prince:

ROLL CALL VOTE ON MOTION RECOMMENDING APPROVAL TO THE CITY COUNCIL MADE BY MEMBER LYNCH AND SECONDED BY MEMBER PRINCE:

Motion to recommend approval of Text Amendment 18.255 for expansion of the retail service overlay. *Motion carried 6-0.*

2. ZONING ORDINANCE TEXT AMENDMENT 18.256 FOR DRIVE-THROUGH RESTAURANTS TC-1

Public Hearing for Planning Commission's recommendation to the City Council for an ordinance to amend the City of Novi Zoning Ordinance at Article 16, TC and TC-1 Town Center Districts, Section 1600, Intent and Section 1602, Principal Uses Permitted Subject to Special Conditions in order to permit drive-through restaurants in TC-1 Town Center Zoning District.

Planner Kapelanski said the City has recently received several requests to permit drive-through restaurants on properties currently developed as or zoned TC-1 and the City Council recently directed the Planning Commission to consider this issue. In response, staff drafted an amendment to permit restaurants with an accessory drive-through use in the TC-1 District in limited instances. The Planning Commission first held a public hearing and considered the proposed amendment at the June 13th Planning Commission meeting. At that meeting, the Commission heard comments from the major property owner of the affected properties and input from staff and suggested staff make some modifications to the proposed ordinance and bring the revisions back to the Commission.

Staff has now revised the ordinance based on those comments. Revisions include the following. The site

must have 200 feet of frontage on an arterial road, 300 feet was previously proposed. One-way access may be provided from the arterial road with two-way access provided from the non-residential collector. Existing shopping centers may have two-way access off of both the arterial and non-residential collector. Drive-through restaurants must be a minimum of 1,800 square feet and drive-through lanes would need to be screened from adjacent properties with a screen wall or landscaping to achieve 90% opacity during the summer and 80% opacity during the winter. Existing parcels that would be permitted to have a drive-through restaurant based on the proposed standards are shown in green on the provided map. The Planning Commission is asked to hold the public hearing and forward a recommendation to the City Council.

Chair Pehrson opened the public hearing.

Mathew Quinn representing City Center Plaza provided comments on the draft ordinance and said reducing the frontage along the arterial from 300 feet to 200 feet is a good thing but it just happens to be that his client's parcel is 192 feet wide. Mr. Quinn proposed any variance from that 200 foot requirement be a City Council waiver instead of a Zoning Board of Appeals variance in order to save time in the process. Additionally, to limit an access for a major retailer on the arterial will have a significant impact on them choosing this site. On Grand River east into Farmington Hills between Halsted and M-5 there are several drive-through restaurants with access on Grand River so why would Novi limit their businesses to a one-way arterial access only? The remainder of the ordinance should work and Mr. Quinn hopes a recommendation is forwarded to Council at this meeting.

No one else from the audience wished to speak and there was no correspondence. Chair Pehrson closed the public hearing.

Member Lynch asked if it would be possible, in terms or the legality, to have the Planning Commission or City Council waive the 200 feet of frontage requirement.

City Attorney Schultz said while that could be technically be done he would not recommend waivers or variances for dimensional standards be done by the City Council or Planning Commission as the ordinance currently leaves all dimensional variances to the Zoning Board of Appeals.

Member Lynch asked if the traffic study would be done at the time of site plan view.

Planner Kapelanski said that's correct.

Member Lynch said he would not want to have property specific zoning requirements and 200 feet is reasonable. Staff has accommodated all of the comments from both the Planning Commission and the public.

Moved by Member Lynch, seconded by Member Gutman:

Motion to recommend approval of Text Amendment 18.256 to permit drive-through restaurants in the TC-1 District.

Member Gutman asked for clarification on the entrance and exit ways of the drive-through restaurants.

Planner Kapelanski answered the intent was to have the arterial driveway, if one can be provided, as either enter only or exit only with the enter and exit two-way drive on the collector road. This is where the traffic study becomes important because if for some reason traffic counts or the way the driveways are spaced would make this unsafe then staff would suggest an alternative to the arterial driveway. Planner Kapelanski said the idea was to try to minimize the traffic impacts and the Planning Commission also

expressed an interest in somehow creating the primary drive off of the collector with a secondary type function off the arterial.

Member Zuchlewski said the average fast food restaurant has a 200 foot frontage and this proposal was for 300 feet and it's been modified to 200 feet. Also, outdoor seating is mandatory and Member Zuchlewski wondered if there was enough space and reason to require outdoor seating.

Planner Kapelanski answered the idea of requiring the outdoor seating area was to go with the idea of the Town Center, TC-1 District, as a downtown area and staff thought that would enhance the pedestrian activity in the area.

Moved by Member Lynch, seconded by Member Gutman:

ROLL CALL VOTE ON MOTION RECOMMENDING APPROVAL TO THE CITY COUNCIL MADE BY MEMBER LYNCH AND SECONDED BY MEMBER GUTMAN:

Motion to recommend approval of Text Amendment 18.256 to permit drive-through restaurants in the TC-1 District. *Motion carried 6-0.*

3. ZONING ORDINANCE TEXT AMENDMENT 18.257 TO PROVIDE REGULATIONS FOR TEMPORARY SPECIAL EXCEPTIONS

Public Hearing for Planning Commission's recommendation to the City Council to amend Ordinance No. 97-18 as amended the City of Novi Zoning Ordinance, Article 30, "Administration and Enforcement," Section 3004, "Temporary Special Exception and Temporary Special Land Use Permits," In order to add a timeframe for submitting an application and to provide regulations relating to Temporary Tents in connection with an Outdoor Recreation Facility.

Planner Kapelanski said the City has recently received questions regarding the use of tents at outdoor recreation facilities. The Ordinance Review Committee examined the current ordinance provisions and suggested several modifications. A new section to address temporary tents used in conjunction with outdoor recreational uses would be created. Tents would be permitted on such sites for up to four days after review and approval by the Community Development Department. Additionally, the amendment requires all applications for any temporary special exception be submitted at least five days prior to the event. The Planning Commission is asked to hold the public hearing and forward a recommendation to the City Council.

No one from the audience wished to speak and there was no correspondence. Chair Pehrson closed the public hearing and asked if ordinance allows for tents to be raised for firework sales.

City Attorney Tom Schultz answered this wouldn't cover that kind of retail and is more in connection with outdoor recreation facilities and events but probably between now and the next 4th of July staff will be evaluating the tent issues for retail outdoor sales.

Moved by Member Lynch, seconded by Member Gutman:

ROLL CALL VOTE ON MOTION RECOMMENDING APPROVAL TO THE CITY COUNCIL MADE BY MEMBER LYNCH AND SECONDED BY MEMBER GUTMAN:

Motion to recommend approval of Text Amendment 18.257 to provide regulations for temporary special exceptions. *Motion carried 6-0.*

4. ZONING ORDINANCE TEXT AMENDMENT 18.260 FOR AUTOMOTIVE USE REGULATIONS

Public Hearing for Planning Commission's recommendation to the City Council to amend the City of Novi Zoning Ordinance at the following locations: Article 2, "Construction of Language and Definitions, Zoning Districts and Map" Section 201, "Definitions", Article 14, "B-2 Community Business District," Section 1402, "Principal Uses Permitted Subject To Special Conditions"; Article 15, "B-3 General Business District," Section 1502, "Principal Uses Permitted Subject to Special Conditions"; Article 16, "TC and TC-1 Town Center Districts," Section 1600, "Intent"; Article 18, "Freeway Service District," Section 1801, "Principal Uses Permitted"; Article 19, "I-1 Light Industrial District," Section 1903, "Principal Uses Permitted in Locations Not Abutting a Residential District and subject to Special Conditions"; Article 25, "General Provisions," Section 2505, "Off-Street Parking Requirements" and Section 2506, "Off-Street Stacking Space, Layout Standards, Construction and Maintenance" in Order to provide consistent ordinance language and updated definitions pertaining to automobile repair and maintenance-related uses.

Planner Fleming said in an effort to ensure clarity, effectiveness and consistency in interpretation of the City of Novi Zoning Ordinance, Community Development Department staff has undertaken an extensive review of ordinance text related to automotive maintenance and repair service uses. Through this study, staff has determined the following. As it pertains to automotive maintenance and repair service-related language, the Definitions section of the City of Novi Zoning Ordinance is in some instances unclear and does not include many relevant definitions. While not always in the Definition sections, language for some automotive maintenance and repair service uses can be found in other sections of the Zoning Ordinance, as well as in chapters of the Code of Ordinances not pertaining to zoning. The recommendations are that defining language should be clear, concise and centrally located.

For this reason, planning staff recommends the following. Clarify existing definitions within the City of Novi Zoning Ordinance related to automotive maintenance and repair service uses. Develop new definitions for those automotive maintenance and repair service uses currently without definitions. Ensure each use definition is located in the Zoning Ordinance Section 201- Definitions. Update the remainder of Code of Ordinances accordingly.

Planner Fleming concluded noting in a proactive effort to address emerging alternative fuel products, in the Zoning Ordinance, staff recommends that all references to the term "gasoline" be amended to read "fuel." Staff requests that the Planning Commission hold the required public hearing and recommend approval of this proposed ordinance amendment, forwarding any recommendation to City Council for reading and adoption.

No one from the audience wished to speak and there was no correspondence. Chair Pehrson closed the public hearing.

Member Lynch asked if the term fuel refers to specifically automotive fuel.

Planner Fleming said the intent is for automotive fuel.

Member Lynch said the staff should look at the language to ensure that only automotive fuels are permitted and not potentially hazardous or dangerous fuels.

Moved by Member Lynch, seconded by Member Gutman:

ROLL CALL VOTE ON MOTION RECOMMENDING APPROVAL TO THE CITY COUNCIL MADE BY MEMBER LYNCH AND SECONDED BY MEMBER GUTMAN:

Motion to recommend approval of Text Amendment 18.260 for automotive use regulations. *Motion carried 6-0.*

5. SIGN ORDINANCE TEXT AMENDMENT 12-100.42 FOR REGULATIONS RELATING TO GASOLINE STATION AND AUTOMOBILE REPAIR USES

Public Hearing for Planning Commission's recommendation to the City Council to amend Chapter 28, "Signs" of the City of Novi Code to update ordinance language pertaining to gasoline stations and automobile repair uses.

Planner Sarah Fleming said planning staff have undertaken an extensive review of ordinance text related to automotive – related uses. During this review it has come to the attention of staff that there are multiple references through the Code of Ordinances to the terms "Gasoline" and "Gas when referring to motor vehicle fuel and motor vehicle fueling stations". While this language is still generally relevant, with the advent of emerging alternative fuel options such as Ethanol (E85), Electricity, Compressed Natural Gas (CNG), Biodiesel and others, this language does not sufficiently encompass the broad array of fueling options which are rapidly becoming available to the general public. Staff believes that it is important to proactively update the City of Novi Code of Ordinances in order to reflect these emerging alternative fueling options.

Of particular note is Chapter 28 of the Code Ordinances: Signs. Within this chapter there are multiple references to "Gas", "Gasoline" and similar, all of which can easily be updated to reflect a wider range of fueling options while maintaining the spirit, intent and substance of the ordinance. In order to be proactive in addressing emerging alternative fuel products, staff recommends that all references to the terms "Gasoline", "Gas" and similar in Chapter 28 of the Code of Ordinances be amended to read "Fuel," "Fueling" and similar. Staff requests that the Planning Commission hold the required public hearing and recommend approval of this proposed ordinance amendment forwarding any recommendation to City Council for reading and adoption.

No one from the audience wished to speak and there was no correspondence. Chair Pehrson closed the public hearing.

Moved by Member Lynch, seconded by Member Gutman:

ROLL CALL VOTE ON MOTION RECOMMENDING APPROVAL TO THE CITY COUNCIL MADE BY MEMBER LYNCH AND SECONDED BY MEMBER GUTMAN:

Motion to recommend approval of City Code Amendment 12-100.42 for regulations relating to gasoline station and automotive repair uses. *Motion carried 6-0.*

MATTERS FOR CONSIDERATION

1. RIDE AND DRIVE AUTOMOTIVE RESEARCH LOT, SP12-29

Consideration of the request of Blair Bowman for recommendation to the City Council for Preliminary Site Plan and Stormwater Management Plan approval. The subject property is located in Section 16, at 26925 Taft Road at the southwest corner of Taft Road and I96, in the OST, Office Service Technology District with the EXO, Exposition Overlay. The subject property is approximately 6.63 acres and the applicant is proposing to utilize the subject property as an automotive research lot for vehicle testing and as overflow parking space for the existing Suburban Collection Showplace.

Planner Kapelanski said the site is located east of the existing Suburban Collection showplace property on the west side of Taft Road. The applicant is proposing to utilize the adjacent parcel primarily as a Ride and Drive Automotive Research Lot. It is surrounded by regulated wetlands to the south, the existing Suburban Collection Showplace to the west, I-96 to the north and Taft Road to the east. The zoning of the property is EXO, Exposition Overlay District. Zoning in the surrounding area is EXO, OST and I-1. The property is master planned for Office, Research and Development and Technology uses, as are most

surrounding properties. Features of the site include a flat paved area with no interior obstructions, a straight-away, rumble strips and permanent tent tie downs. An off-road test path has been proposed surrounding the stormwater basin. The existing building will remain on the site and used to inspect cars tested in the surrounding lot. The paved area will be used as an overflow parking space for the Suburban Collection Showplace when it is not being used for automotive testing.

The planning review recommends approval of the Preliminary Site Plan noting that a Zoning Board of Appeals variance or property combination will be required to address the deficient parking setback in the southern yard. It is also noted that plans in the EXO District require the approval of the City Council after a recommendation from the Planning Commission. Additional items can be addressed on the next plan submittal. The engineering review recommends approval noting that the applicant has noted the pavement striping should be in a muted color to avoid interfering with the ride and drive operations. This would require an administrative variance. The applicant must apply for this variance prior to the City Council meeting. A City Council waiver would be required for the use of striped end islands in lieu of curbed landscaped islands. The applicant has not applied for this variance and must apply prior to the City Council meeting. Additional items can be addressed on the next plan submittal. The traffic review notes the applicant should provide end islands around the proposed permanent parking spaces associated with the ride and drive use or seek a variance from the Zoning Board of Appeals. Public access to the area should be prohibited when it is not being used as an overflow parking area. Additional items to be addressed on the next plan submittal are included in the review letter.

Planner Kapelanski concluded stating the landscape review does not recommend approval. Several landscape waivers have been requested for the lack of interior, perimeter and building foundation landscaping and the applicant has not provided any landscaping on the site. Additionally, no landscape plan detailing the requested waivers has been submitted. The applicant must submit a plan detailing the requested waivers and identifying any existing landscaping on the site prior to the City Council meeting along with justification for each requested waiver. The wetland and fire reviews both recommended approval with items to be addressed on the next plan submittal.

Blair Bowman came forward and said the Suburban Collection Showplace recently started an active ride and drive program in the east lot and is seeing a reasonable return on this type of business and the use has been increasing in the last 18 months. The biggest downside to using the existing east lot is the facts that it was sloped, graded and planted to allow for drainage of water, but in terms of a ride and drive use, those slopes and obstacles, such as parking lot islands, are not conducive to a ride and drive operation.

There are three primary groups that do this type of business in the area and two of them use the site considerably. The important thing in constructing these types of facilities is that the area be as flat as it can possibly be with no obstructions and the ability to have water discharged onto normal pavement in order to do traction testing and breaking control. No striping would be preferred but understanding that if it will be used for overflow parking striping would be required. In order to allow for the ride and drive, a muted color would be best.

Mr. Bowman continued stating as long of a straight-away as is possible is preferred in order to test acceleration and performance along with limited areas of vibration testing with some series of rumble strips installed. There is an existing building on the site that just happens to have a drive-through door that users could use to bring the vehicles in and look them over and bring in a temporary lift if needed to raise up the vehicles to examine them. In dealing with one of the major manufacturers of off-road vehicles who are going to be launching a vehicle in the near future, to have the ability to have an off-road experience was a very big plus. Lastly, providing tent tie-downs would also facilitate the operation of the ride and drive. This is a business that fits perfectly in the schedule of the existing Suburban Collection Showplace because it's mid-week and it's not intense as far as the amount of space needed inside the Showplace.

About 18 to 24 users would be expected within a year.

One major areas of concern are the landscape waivers. Key waivers are of course the end islands, which are proposed to be striped instead of landscaped, and the perimeter landscaping requirements. There is currently a 43 foot green space between the existing lot and the ride and drive lot and greenspace all along the north property line and this existing vegetation should be shown to meet the perimeter landscape requirements once it is quantified.

Mr. Bowman concluded noting the only other component to be worked out is site lighting. Temporary lighting seem like a solution but it was indicated that that would require a Zoning Board of Appeals variance and if this is going to be accomplished in a timely fashion then that would not be practicable.

Member Greco said it seems like a great idea for a piece of property that's landlocked and next to a freeway. Landscaping waivers will be up to the applicant to present to the City Council. With respect to the view, this is a non-noticeable property. With respect to the parking and the striping, if the area will be used for overflow parking striping should be provided but Member Greco wouldn't have any objection to an alternate striping color.

Member Lynch asked if there will be high speed handling.

Mr. Bowman said the users will get up to high speeds and make their turning movements but it's done under very strict guidelines.

Member Lynch asked if the users will be foreign OEM's.

Blair Bowman answered there are a number of different groups that have performed these types of things. Many of them are OEM's, but most of the time they contract through three different organizations in the area that conduct these on behalf of them. They definitely do get up to speed and make turns.

Member Lynch asked if these would be production or prototype vehicles.

Mr. Bowman said many times these vehicles have already been introduced. In the case of the Malibu for example, they were just bringing in all the dealers and indicating and introducing them to all the special features and educating them onsite.

Member Lynch said he hopes the applicant realizes how potentially dangerous this could be. People don't think that anything could actually happen and that's why the OEM's have their facilities and have strict safety practices. Member Lynch asked if the site access could be restricted in terms of public access in the case of an emergency.

Mr. Bowman said these are operated under very strict guidelines, not only the facility's guidelines, but self-imposed guidelines and training sessions. Mr. Bowman confirmed site access can be restricted via the Taft Road gate and barriers provided at the access aisles.

Member Lynch said this is a good use of the property and he is going to rely on Mr. Beschke and Mr. Bowman to work out the landscaping issues.

Blair Bowman said it is primarily used for the very benign introduction and education components but they definitely go to high speeds and do crazy tricks but in a controlled environment. That's why they want this in an open area; they don't want obstructions that could cause accidents.

Moved by Member Gutman, seconded by Member Lynch:

ROLL CALL VOTE ON MOTION RECOMMENDING APPROVAL TO THE CITY COUNCIL MADE BY MEMBER GUTMAN AND SECONDED BY MEMBER LYNCH:

In the matter of Ride and Drive Automotive Research Lot, SP 12-29, motion to recommend approval of the Preliminary Site Plan, subject to the following:

- a. The applicant addressing the deficient southern yard parking setback with a Zoning Board of Appeals variance or property combination;
 - b. The applicant providing pavement markings per MMUTCD standards or receiving an administrative variance for an alternate striping color;
 - c. City Council waiver for the use of striped end islands in lieu of curbed landscaped islands;
 - d. The applicant providing striped end islands around the permanent parking area on the automotive research lot layout plan;
 - e. The applicant prohibiting public access to the automotive research lot when the overflow parking is not in use by providing gates across the access drives connecting the subject property to the existing Suburban Collection Showplace or other suitable access prevention measures;
 - f. City Council waiver for the lack of a 3 foot berm along the I-96 right-of-way –OR- the applicant providing the required berm;
 - g. City Council waiver for the lack of right-of-way greenbelt plantings –OR- the applicant providing the required right-of-way plantings;
 - h. City Council waiver for the lack of interior landscape area –OR- the applicant providing the interior landscape area;
 - i. City Council waiver for the lack of parking lot canopy trees –OR- the applicant providing the required canopy trees;
 - j. City Council waiver for the lack of perimeter parking lot canopy trees –OR- the applicant providing the required canopy trees;
 - k. City Council waiver for the lack of building foundation landscaping –OR- the applicant providing the required foundation landscaping
 - l. City Council waiver for the lack of building foundation landscape area –OR- the applicant providing the required foundation landscape area; and
 - m. The conditions and items listed in the staff and consultant review letters being addressed on the Final Site Plan submittal because the plan is otherwise in compliance with Article 10A, Article 24 and Article 25 of the Zoning Ordinance and all other applicable provisions of the Ordinance.
- Motion carried 6-0.*

Moved by Member Gutman, seconded by Member Lynch:

ROLL CALL VOTE ON MOTION RECOMMENDING APPROVAL TO THE CITY COUNCIL MADE BY MEMBER GUTMAN AND SECONDED BY MEMBER LYNCH:

In the matter of Ride and Drive Automotive Research lot, SP 12-29, motion to recommend approval of Stormwater Management Plan, subject to the conditions and items listed in the staff and consultant review letters being addressed on the next plan submittal because it is otherwise in compliance with Chapters 11 and 12 of the Code of Ordinance and all other applicable provisions of the Ordinance.

Motion carried 6-0.

2. ELECTION OF OFFICERS AND APPOINTMENTS TO COMMITTEES

Moved by Member Gutman, seconded by Member Lynch:

VOICE VOTE ON THE ELECTION OF CHAIR MOTION MADE BY MEMBER GUTMAN AND SECONDED BY MEMBER LYNCH:

Motion to elect Mark Pehrson Chairperson of the Planning Commission. *Motion carried 6-0.*

Moved by Member Lynch, seconded by Member Greco:

VOICE VOTE ON THE ELECTION OF VICE CHAIR MOTION MADE BY MEMBER LYNCH AND SECONDED BY MEMBER GRECO:

Motion to elect Andrew Gutman Vice Chair of the Planning Commission. *Motion carried 6-0.*

Moved by Member Lynch, seconded by Member Gutman:

VOICE VOTE ON THE ELECTION OF SECRETARY MOTION MADE BY MEMBER LYNCH AND SECONDED BY MEMBER GUTMAN:

Motion to elect David Greco secretary of the Planning Commission. *Motion carried 6-0.*

The Planning Commission members discussed the various Committees and each member's interest in joining. The following Committee appointments were made:

Administrative Liaison Committee: Member Greco, Member Gutman, Chair Pehrson
CIP & Budget Planning Studies Committee: Member Gutman, Member Lynch, Member Zuchlewski (alternate)
Environmental and Walkable Novi Committee: Member Anthony, Member Prince, Member Zuchlewski
Implementation Committee: Member Gutman, Chair Pehrson, Member Prince
Main Street Committee: Member Anthony, Member Greco
Master Plan & Zoning Committee: Member Gutman, Member Lynch, Member Pehrson
Rules Committee: Member Greco, Chair Pehrson, Member Prince
Zoning Board of Appeals Committee: None recommended at this time.

3. SET PUBLIC HEARING FOR AUGUST 8, 2012 FOR ZONING ORDINANCE TEXT AMENDMENT 18.261 TO PROVIDE REGULATIONS FOR ADMINISTRATIVE SITE PLAN APPROVAL

Moved by Member Gutman, seconded by Member Greco:

ROLL CALL VOTE ON MOTION TO SET THE PUBLIC HEARING MADE BY MEMBER GUTMAN AND SECONDED BY MEMBER GRECO:

Motion to set a public hearing for Text Amendment 18.261 for August 8th. *Motion carried 6-0.*

CONSENT AGENDA REMOVALS FOR COMMISSION ACTION

There were no Consent Agenda Removals.

MATTERS FOR DISCUSSION

There were no Matters of Discussion.

SUPPLEMENTAL ISSUES

There were no Supplemental Issues.

AUDIENCE PARTICIPATION

No one from the audience wished to speak.

ADJOURNMENT

Moved by Member Lynch, seconded by Member Gutman:

VOICE VOTE ON MOTION TO ADJOURN MADE BY MEMBER LYNCH AND SECONDED BY MEMBER GUTMAN:

Motion to adjourn the July 11, 2012 Planning Commission meeting. *Motion carried 6-0.*

The meeting adjourned at 8:05 PM.

Transcribed by Valentina Nuculaj
July, 2012

Date Approved:

Richelle Leskun, Planning Assistant