



PLANNING COMMISSION MINUTES

Draft

CITY OF NOVI

Regular Meeting

September 12, 2012 7:00 PM

Council Chambers | Novi Civic Center | 45175 W. Ten Mile

CALL TO ORDER

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

ROLL CALL

Present: Member Anthony, Member Greco, Chair Pehrson, Member Zuchlewski

Absent: Member Gutman (Excused), Member Lynch (Excused), Member Prince (Excused)

Also Present: Barbara McBeth, Deputy Director of Community Development; Beth Kudla-Saarela, City Attorney; David Campbell, Planner

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Moved by Member Greco, seconded by Member Anthony:

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

Motion to approve the September 12, 2012 Planning Commission Agenda. *Motion carried 4-0.*

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 said the City Council approved the second reading for the text amendment related to the administrative approval for site plans that were previously approved, but then had a reduction in the overall building size.

CONSENT AGENDA - REMOVALS AND APPROVAL

PUBLIC HEARINGS

1. ZONING ORDINANCE TEXT AMENDMENT 18.263 ELECTRIC VEHICLE CHARGING STATIONS

Recommendation to City Council for an Ordinance to amend Ordinance No. 97-18 as amended, the City of Novi Zoning Ordinance at Article 25, General Provisions, Section 2505, Off-Street Parking Requirements; in order to provide standards for the location and design of Plug-in Electric Vehicle Charging Stations and Spaces in all Parking areas.

Planner Campbell said the City of Novi continues to make strides toward a greener, more energy efficient and sustainable community. The City has made a number of energy efficient improvements to this building and two other facilities throughout the city. We have recently made Text Amendments to our Zoning Ordinance to encourage green measures on private property. We also have a Text Amendment addressing solar panels and wind turbines on private property.

The City continues to enforce the woodlands and wetlands protection ordinances as well as the storm water management and soil erosion prevention ordinances. The Text Amendment before the Planning Commission tonight for Public Hearing is consistent with those on-going efforts. It is a Text Amendment to the off-street parking requirements to Section 2505 of the Zoning Ordinance and the intent is to provide reasonable standards for the design and siting of electric vehicle charging stations and the parking spaces that go along with them.

Previously, this draft text amendment was brought before the Planning Commission at the meeting of August 8, 2012. Following that presentation, the Planning Commission opted to schedule a Public Hearing for tonight's meeting.

The proposed text amendment applies reasonable standards for the design and installation of charging stations and spaces in commercial parking lots. The City favors and encourages private developers installing these measures. What we want to avoid is having these stations installed in a location where they may impede pedestrian access, barrier-free access, or where they might encroach on a set-back requirement.

For the purpose of calculating minimum parking requirements, these spaces would be treated as standard parking spaces. The intent would be that a developer or applicant would not be penalized for putting these spaces; they would not have to meet the minimum parking requirements for standard spaces in addition to including these types of electrical charging spaces. The City would require that the spaces and the station have the State and national standard sign and pavement marking.

As a general policy, the Planning staff would encourage private developers to, if not necessarily put the stations in when they are developing a new site or expanding an additional parking lot, staff would encourage developers to at least put the infrastructure underground prior to paving the paving lot. Conduit could be placed underground in anticipation of future electric vehicle charging stations. At some point in the future, it would be an easy addition to run the wire through the conduit and install the stations. The alternative being an expensive retrofit, where someone would have to dig up their parking lot, curbing, sidewalk, landscaping, or some combination thereof to put in the charging stations.

The draft Ordinance is based on research and review of a similar ordinance that was recently adopted by the City of Auburn Hills. The Clean Energy Coalition is encouraging other communities to take similar measures. The intent is that this could be seen as a regional economic development measure to attract those technology-based companies that seek out locations in green communities which Novi strives to be. The Clean Energy Coalition is nearing completion of the "Plug-In Ready Michigan" plan that was funded by the US Department of Energy. What is proposed tonight is very consistent with what the Clean Energy Coalition has drafted to serve as the statewide model.

The Planning Commission is asked to hold the Public Hearing tonight for the proposed Text Amendment, and following the Public Hearing, to make a recommendation to the City Council.

Chair Pehrson stated that seeing no one in the audience, there is no audience participation for the public hearing, and then asked if there was any correspondence.

Member Greco answered that there was no correspondence.

Chair Pehrson then closed the public hearing and turned the matter over to the Planning Commission for consideration or questions.

Member Greco stated that he had reviewed the ordinance, as well as the presentation by the Staff, and thought it was excellent that the City of Novi is joining the charge with other leading communities and the Ann Arbor-based CEC. Member Greco believes it is the right direction for the community to go in and that it encourages private development to plan and install the infrastructure.

Member Greco would like to make a motion to recommend to the City Council to approve this proposed Text Amendment 18.263 relative to public electric vehicle charging stations and spaces.

Moved by Member Greco, seconded by Member Anthony:

ROLL CALL VOTE ON MOTION TO RECOMMEND APPROVAL OF TEXT AMENDMENT 18.263 TO CITY COUNCIL TO PROVIDE STANDARDS FOR THE LOCATION AND DESIGN OF PLUG-IN ELECTRIC VEHICLE CHARGING STATIONS AND SPACES, MADE BY MEMBER GRECO AND SECONDED BY MEMBER ANTHONY:

Motion to recommend approval of Text Amendment 18.263 to City Council. Motion carried 4-0.

MATTERS FOR CONSIDERATION

1. APPROVAL OF THE PLANNING COMMISSION CALENDAR FOR 2013

Deputy Director McBeth reviewed the memo and calendar for next year anticipating possible dates for Planning Commission meetings. Staff again looked primarily at the second and fourth Wednesdays of each month. We note that the Library Board has meetings on the third Wednesday of the month in the Council Chambers. There are several months where there did not appear to be a possibility to hold two meetings with various holidays in March, September, November and December of 2013.

Chair Pehrson asked if there were any comments from the Planning Commission and asked if we needed a motion for approval.

Chair Pehrson said that you also have a recommendation for the tentative meetings of various Committees.

Deputy Director McBeth said that the Planning Commission Committee meeting dates are provided in the memo similar to what we have had in years past.

Chair Pehrson asked Deputy Director McBeth if they could send out that email once again with the various Committees showing their members and dates and times of the meetings.

Deputy Director McBeth answered yes to that request.

The Planning Commission had no concerns and approved the calendar as proposed for 2013.

2. APPROVAL OF THE AUGUST 8, 2012 PLANNING COMMISSION MINUTES

Motion made by Member Greco, seconded by Member Anthony:

ROLL CALL ON MOTION TO APPROVE THE AUGUST 8, 2012 PLANNING COMMISSION MINUTES MADE BY MEMBER GRECO AND SECONDED BY MEMBER ANTHONY:

Motion to approve the August 8, 2012 Planning Commission minutes. Motion carried 4-0.

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 Greco, seconded by Member Anthony:

VOICE VOTE ON MOTION TO ADJOURN MADE BY MEMBER GRECO AND SECONDED BY MEMBER ANTHONY:

Motion to adjourn the September 12, 2012 Planning Commission meeting. *Motion carried 4-0.*

The meeting adjourned at 7:13 PM.

Transcribed by Juanita Freeman

September, 2012

Date Approved:

Richelle Leskun, Planning Assistant