



Special City Council Meeting
6:00 PM, MONDAY, AUGUST 3, 2015
Conference Room
Farmington City Hall
23600 Liberty St
Farmington, MI 48335

FINAL

SPECIAL MEETING MINUTES

A special meeting of the Farmington City Council was held on August 3, 2015, in Farmington City Hall, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 6:00 PM by Mayor William Galvin.

1. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Greg Cowley	Councilmember	Present	
William Galvin	Mayor	Present	
JoAnne McShane	Councilmember	Absent	
Steve Schneemann	Mayor Pro Tem	Present	
Jeff Scott	Councilmember	Present	

City Administration Present

Director Christiansen
 City Clerk Halberstadt
 City Manager Murphy
 Attorney Schultz
 Treasurer Weber

2. APPROVAL OF AGENDA

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Greg Cowley, Councilmember
SECONDER: Jeff Scott, Councilmember
AYES: Cowley, Galvin, Schneemann, Scott
ABSENT: McShane

3. PUBLIC COMMENT

No public comment was heard.

4. REAPPOINTMENT

1. Reappoint Tony Anthony to the Grand River Improvement Corridor Authority x

Motion to reappoint Tony Anthony to the Grand River Corridor Improvement

Authority for a three-year term ending March 31, 2018.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Greg Cowley, Councilmember
SECONDER:	Jeff Scott, Councilmember
AYES:	Cowley, Galvin, Schneemann, Scott
ABSENT:	McShane

5. COUNCIL CONSIDERATION**1. Consider Approval of Language Regarding Council Compensation for November Election x**

City Administration provided background on placing a proposed charter amendment on the November ballot to increase Council compensation.

Schneemann pointed out Council previously discussed a proposed increase in compensation to \$3,000, not \$3,500, as indicated in the resolution.

Council concurred the proposed compensation amount should be \$3,000.

Scott expressed support for deferring consideration of this proposal until at least next year.

Galvin discussed the uniqueness of council's elected position and expressed support for allowing the electorate to make the decision regarding Council compensation.

Motion to adopt a resolution authorizing submission of a charter amendment proposal to electors as amended, changing the proposed council compensation amount from \$3,500 to \$3,000. [SEE ATTACHED RESOLUTION].

The votes were taken in the following order: Galvin, McShane, Schneemann, Scott, Cowley.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steve Schneemann, Mayor Pro Tem
SECONDER:	Greg Cowley, Councilmember
AYES:	Cowley, Galvin, Schneemann, Scott
ABSENT:	McShane

2. Consider Continuation of the Administrative Reorganization Plan x

City Administration provided background for a request to allow an extension of additional service credits for eligible clerical/administrative employees.

Motion to adopt a resolution regarding additional service credits for eligible Clerical/Administrative personnel. [SEE ATTACHED RESOLUTION].

The votes were taken in the following order: McShane, Schneemann, Scott, Cowley,

Galvin.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Steve Schneemann, Mayor Pro Tem
SECONDER:	Jeff Scott, Councilmember
AYES:	Cowley, Galvin, Schneemann, Scott
ABSENT:	McShane

3. Consideration to Approve Grand River Corridor Improvement Authority Overlay District Amendment x

Christiansen provided background of a re-introduction/first reading of Ordinance C-778-2015 creating the Grand River Corridor Overlay District.

Schultz stated the proposed ordinance includes comments that were made when the ordinance was first introduced. The major change was the addition of the Rouge River Frontage.

Scott expressed concern that the language does not encourage development along the river front. He would like to see the language changed from "may" to "encourage" development of the river front. He wants to make use of this asset.

Schultz stated the encouragement is primarily the ability to change the setbacks up or down.

Christiansen stated a statement could be included in the ordinance that the city would encourage orientation towards the river, where possible.

In Table 35-143 Building Requirements, Scott asked why under Building and Roof Design, flat roofs are excluded from mixed residential (MDR).

Christiansen responded the city is looking for more architectural appeal; trying to get away from the appearance currently there.

Schneemann concurred with Scott that flat roofs should be allowed in mixed residential.

Christiansen pointed out the ordinance does allow for a flat roof under Medium-Density Residential (MDR), but under Residential Mixed Use (RMU) and Mixed Use (MU) a minimum 42 inch tall parapet is required.

Discussion followed regarding minimum setbacks for mixed residential.

Responding to a question from Cowley, Schultz stated even though the ordinance calls for a building maximum of 3 stories, a PUD provision allows for an additional 2 stories.

Motion to approve re-introduction/first reading of Ordinance C-778-2015 creating the Grand River Corridor Overlay District and applicable regulations with modifications as discussed. [SEE ATTACHED ORDINANCE].

RESULT:	INTRODUCED [UNANIMOUS]
MOVER:	Jeff Scott, Councilmember
SECONDER:	Greg Cowley, Councilmember
AYES:	Cowley, Galvin, Schneemann, Scott
ABSENT:	McShane

6. COUNCIL REVIEW

A. Review Revised Zoning Text Amendment: Single Family Residential Zoning Standards x

Present - Caitlin Malloy-Marcon, LSL Planning

Christiansen provided background on the revised zoning text amendment regarding single family residential zoning standards.

Caitlin Malloy-Marcon discussed changes made to the revised zoning ordinance text amendment based on previous comments offered by City Council. She noted Council had expressed concern that the language of Footnote (b) Front Yard Setback Averaging, was confusing. In addition Council believed the standards were not transformative enough.

Malloy-Marcon stated the averaging language was eliminated and replaced by the following statement: "front yard setbacks and building height in the R1 District can be deviated from to a minimum 15' front yard setback and 35' building height if site plans are submitted to the Design Review Committee and deemed acceptable."

Malloy-Marcon advised Council to consider establishing a Design Review Committee for some of the transformative new developments that will be coming to the neighborhoods. She stated as an alternative a review of new building plans could also be done administratively or through the Planning Commission.

Malloy-Marcon suggested that once the ordinance is in place the city needs to develop a campaign to promote the changes to residents, plan a developer round table and implement a number of other innovative ideas for bringing attention to the new housing types offered to residents.

Discussion followed regarding administration of the broad guidelines proposed.

Schneemann stated he would normally support the Planning Commission performing this function, however, what is being proposed is a significant departure from what has been on the books for many decades. He supports the Council's progressiveness in providing new flexibility that allows for renovations that would keep families in Farmington or motivate them to relocate here.

Schneemann suggested that if Council decides to appoint a Design Review Committee, the initial term should be 3-5 years to make sure the city is moving in the right direction. He would like standards that protect established neighborhoods while allowing for more flexibility in renovating homes.

Cowley expressed support for allowing the Planning Commission to administer the

review process rather than establishing a new committee.

Discussion followed regarding the potentially incongruous conditions that could be created by the proposed standards, i.e. all homes on a street have 35' front yard setbacks and now a home has permission for a 15' setback.

Christiansen discussed his past experience with this type of ordinance change. He stated other communities have gone through this type of change and there is a transition period where setbacks are varied until all of the homes catch up. He believes there will be more redevelopment of neighborhoods as a result of this proposed amendment.

Scott expressed his concern regarding the "design police" approach and the addition of another committee. He questioned whether a committee will now decide what a homeowner's house should look like. He thought the purpose was to promote redevelopment without a number of encumbrances. He questioned whether there would be elaborate upfront costs.

Christiansen advised if there is no committee or Planning Commission review, he and his staff would perform that function.

Schultz advised that if Council decides a review is necessary, design standards will be developed that will need to be followed. He noted the standards can be very broad.

Scott pointed out homeowners must be able to come out at least 15' if they want to add a master bedroom and bath. He stated homeowners want to add to the front rather than reducing their personal space in the back.

Christiansen suggested that if Council is comfortable with a review either by a design committee or the Planning Commission, then the next step is to develop design criteria.

Scott questioned whether there is an opportunity for administrative approval for straightforward projects without going to the Planning Commission. He stated questionable projects could go to the Planning Commission.

Schneemann stated he would like to see these changes in place by springtime.

Galvin questioned whether a change in standards should also be applied to the larger subdivisions. He stated if the city is looking at making changes it should be all inclusive. He noted many homeowners with colonials would like 3-car garages, larger rooms, etc.

Christiansen stated they will take a look at the standards for the larger subdivisions.

Galvin would like more information on how new standards for single family residences would be publicized and promoted.

Scott asked about the possibility of increasing lot coverage even more than the 35' proposed.

Galvin expressed support for review by the Planning Commission rather than adding another committee.

B. Review Revised Zoning Text Amendment: Outdoor Seating x

Christiansen advised a revised draft Zoning Ordinance Text Amendment has been prepared by LSL Planning that addresses concerns Council expressed at an earlier meeting concerning provisions of the amendment.

Malloy-Marcon advised Council expressed concern regarding two sections of the ordinance: 1) Section 7 regarding clearly marked access points; and 2) Section 9 regarding raised platforms.

Cowley recommended striking Section 9 completely given there is not enough parking to accommodate a platform. He questioned Section 2 which allows the Building Official to extend time for outdoor seating on privately owned property. He questioned why this provision applies to privately owned property only.

Discussion followed regarding applying this provision to both public and private property and extending the time through November. Christiansen stated the thinking is to get the outdoor seating off the sidewalk before the snow sets in. He advised there has not been an issue with businesses wanting to extend their outdoor seating past October.

Council concurred to strike the "privately owned property" language from Section 2 of the ordinance.

Cowley recommended adding "and emptied daily" language to the last line of Section 6.

Scott stated he does not have a problem with Section 9, however, he suggested allowing raised platforms in a parking lots, not just adjacent to a street.

Cowley stated he has no problem if a raised platform is on private property.

Discussion followed regarding liability of outdoor seating on public property. Schultz advised that as part of approval for use of public right-of-way, insurance would be required.

Schultz suggested city administration contact its insurer regarding their recommendation for raised platforms.

Discussion followed regarding the risk of allowing raised platforms on Grand River. Christiansen pointed out there is limited opportunity on Grand River for the platforms.

Council expressed opposition to platforms on Grand River, but supported them on private or public parking lots.

C. Farmington Guest Service Guarantee x

City Administration advised that in order for Farmington to be a Michigan Economic Development Corporation (MEDC) ready community, a customer service policy must be in place.

Christiansen stated there are a limited number of communities who have a written policy. He presented copies of two other communities who have such policies. He discussed the provisions of the proposed Farmington Customer Service Policy. He stated an approved policy would likely become part of the employee administration manual.

Motion to approve City of Farmington Guest Services Guarantee Policy as Presented [SEE ATTACHED POLICY]. y

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Greg Cowley, Councilmember
SECONDER:	Jeff Scott, Councilmember
AYES:	Greg Cowley, William Galvin, Steve Schneemann, Jeff Scott
ABSENT:	JoAnne McShane

D. AMENDMENT TO THE AGENDA

1. Motion to amend the agenda to add Item No. 10, Closed Session to Discuss Land Acquisition and City Attorney Confidential Correspondence. y

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jeff Scott, Councilmember
SECONDER:	Greg Cowley, Councilmember
AYES:	Greg Cowley, William Galvin, Steve Schneemann, Jeff Scott
ABSENT:	JoAnne McShane

7. DISCUSSION

1. Ad Hoc Park and Recreation Master Plan Committee x

City Administration advised the FY 2015/16 budget includes funds for a Park and Recreation Master Plan and is requesting Council input on moving this project forward. The question before Council is what type of committee should be appointed, i.e. ad hoc, citizen engagement format or a hybrid of both, or other.

Galvin suggested that instead of appointing a committee, why not open it up to all residents.

Discussion followed regarding a 2013 LSL Planning proposal including proposed costs.

Christiansen advised the process for developing a plan will take about six months. He stated they are not trying to reinvent the wheel with this plan, but rather to develop an inventory of existing parks and identify deficiencies.

Christiansen discussed anticipated changes to current parks.

Cowley expressed support for public input, but questioned whether consensus can be achieved.

Christiansen advised the purpose of this plan is not to change the use of Shiawassee Park. He stated the goal is to bring the Parks and Recreation Master Plan up-to-date in order to qualify for grant funding from the Department of National Resources.

Christiansen suggested as part of the planning process residents could be invited to share their views and ideas in light of the Downtown Area Plan.

Discussion followed regarding the city's fundamental concept of Shiawasse Park as a result of the Vision Plan and soliciting public opinion without eliminating the plan; expanding input beyond a committee of five people; and concern the budget amount of \$10,000 for developing the Master Plan may not be enough.

Galvin suggested putting out a Request for Proposal (RFP) for development of the Parks and Recreation Plan leading to different ideas on how the process should work.

Christiansen suggested requesting an updated quote from LSL Planning which would be presented to Council.

Discussion followed regarding the level of engagement from stakeholders in the development process.

Cowley suggested appointing an ad hoc committee that is representative of constituents; hold someone accountable to develop a plan; and get public input. He is concerned about a lot of discussion with no results.

Galvin noted the National Resource Trust Fund (NRTF) has about \$500 million in royalties from gas and oil companies of which they are unable to give out enough money each year. He stated there are specific requirements for use of the funds. The money can be given to communities to update their parks if there is a 5-year Master Plan in place. He is looking for a hybrid approach to developing a plan, ad hoc committee and public input. He suggested letting LSL Planning make a recommendation on the process.

Council recessed the meeting at 8:28 p.m.

Council resumed the meeting at 8:35 p.m.

8. OTHER BUSINESS

Christiansen provided an update on the Grand River Street diet; proposed city signage; plans for the Orchards Phase II project; and the status of the courthouse property.

9. COUNCIL COMMENT

Cowley recommended putting up temporary signage in the Downtown Center parking lot during Fresh Thyme construction in order to discourage employees from parking there.

Responding to a question from Cowley, Christiansen stated they are waiting for a final report from OHM regarding the wall along the east side of the K-Mart property.

Schneemann stated the city needs to be aggressive on the Grand River Road Diet. He would like to see the road diet extended to Orchard Lake.

10. CLOSED SESSION TO DISCUSS LAND ACQUISITION

1. Motion to enter closed session to discuss land acquisition and City Attorney Confidential Correspondence. y

The votes were taken in the following order: Schneemann, Scott, Cowley, Galvin.

Council entered closed session at 9:15 p.m.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Steve Schneemann, Mayor Pro Tem
SECONDER: Jeff Scott, Councilmember
AYES: Greg Cowley, William Galvin, Steve Schneemann, Jeff Scott
ABSENT: JoAnne McShane

2. Motion to exit closed session. y

Council exited closed session at 10:05 p.m.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Greg Cowley, Councilmember
SECONDER: Jeff Scott, Councilmember
AYES: Greg Cowley, William Galvin, Steve Schneemann, Jeff Scott
ABSENT: JoAnne McShane

11. ADJOURNMENT

1. Motion to adjourn the meeting. y

The meeting adjourned at 10:05 PM.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Jeff Scott, Councilmember
SECONDER: Greg Cowley, Councilmember
AYES: Greg Cowley, William Galvin, Steve Schneemann, Jeff Scott
ABSENT: JoAnne McShane

William E. Galvin, Mayor

Susan K. Halberstadt, City Clerk

Approval Date: _____