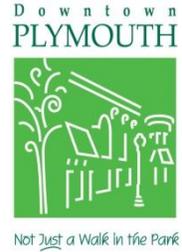


Thursday, March 10, 2016 Meeting Minutes



**CITY OF PLYMOUTH  
DOWNTOWN DEVELOPMENT AUTHORITY  
MEETING MINUTES**

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CITY OF PLYMOUTH  
DOWNTOWN DEVELOPMENT AUTHORITY

Thursday, March 10, 2016  
Regular Meeting Minutes

Meeting called to order at 7:00 p.m. by Chairperson Oliver Wolcott.

1. ROLL CALL

MEMBERS PRESENT:

Oliver Wolcott, Chairperson  
Lindsey Lebovitz, Vice Chair  
Dan Dwyer, Mayor  
Dan Amos  
Paul DePalma  
Penny Flury  
Jim Frisbie  
Bob Parent  
Kerri Pollard  
Michele Potter  
Jason Smith

MEMBERS ABSENT:

Dan Johnson  
Frank Yaquinto

OTHERS PRESENT:

Mike Wright, City Commissioner  
Tony Bruscatto, DDA Director  
Sam Plymale, DDA Coordinator  
Ben Johnson, DDA Intern  
Leo Gonzalez, realtor

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Dave Satherwaite, resident  
Jason Findland, resident

- 2. CITIZEN COMMENTS: NONE
- 3. BOARD COMMENTS:

Director Frisbie discussed a 1966 newspaper article recently circulated by Staff Director Bruscato that reflected the parking issues that are still relevant in downtown Plymouth today.

- 4. APPROVAL OF AGENDA:

A motion was made by Director Potter and seconded by Vice Chairperson Lebovitz to approve the March 10, 2016 regular meeting agenda.

MOTION CARRIED UNANIMOUSLY

- 5. APPROVAL OF MINUTES:

- a. A motion was made by Director Smith and seconded by Director DePalma to approve the February 11, 2016 regular meeting minutes.

MOTION CARRIED UNANIMOUSLY

- 6. OLD BUSINESS

- a. DDA 2016 goals update

Staff Director Bruscato gave an update on the 2016 DDA Goals.

Bruscato said that the tenants in the Saxton's Garden Center and the Plymouth Train Shop plan to leave as of April 1, 2016. The other three tenants at the Saxton's property have indicated they will sign the new leases.

Bruscato said that he talked with property owner Ron Cook about potentially adding holiday tree lights on the three trees nearest to Kilwins.

Bruscato said that the city is looking at potentially using some street bond money to make upgrades to the alleys commonly known as Fleet St and Fleet St South.

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Chairperson Wolcott spoke about the fountain workshop meeting held on February 29. Chairperson Wolcott said the meeting went well and praised the turnout that included members from all city boards and commissions, many community organizations and people who organize the largest events in town. Wolcott indicated that he has received nearly unanimous positive feedback about the project and the next step will be to finalize the design.

City Commissioner Wright said that it will be important to incorporate the 150 years of Plymouth history into the fountain project.

### b. Outdoor dining permits

Staff Director Bruscato said that although the board has discussed potential changes to the Outdoor Dining Policy, applications for 2016 have been sent and any potential changes would not go into effect until 2017.

Chairperson Wolcott said that some board members have indicated that they would like a specific policy language about patio umbrellas.

Director Potter said that she is not a fan of any form of advertising on patio umbrellas.

Director Parent said that the policy should be updated so patio tents are specifically excluded because of obstruction and water runoff issues. Director Parent also said that the price per square foot hasn't increased since 2008 and that an increase should be discussed as the cost of doing business has risen during that time.

Chairperson Wolcott directed staff to look at the policies of other communities and update the board in September.

## 7. NEW BUSINESS

### a. Saxton's Request for Proposals

Chairperson Wolcott said that the DDA Board needs to come up with ideas that will go into a Request for Proposal seeking a public-private partnership for the Saxton's property.

Realtor Leo Gonzalez said that a similar project was done in Ann Arbor over the last five years. A surface lot was converted to a parking deck that added around

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250 parking spaces. The mixed use portion created a larger tax base for their DDA. Gonzalez said that the DDA Board needs to determine the objectives of the community in regards to this potential development.

Resident Jason Findland said that he doesn't think the DDA should limit ideas in an RFP. Findland said his main concern continues to be that Maple remains residential.

Resident Dave Satherwaite said that he hopes that any design would reflect the single family residential community that is currently in place.

Chairperson Wolcott said the minimum amount of parking spots should be defined, Maple should be kept residential looking, the development should have a historical look matching that of downtown buildings and the height of the structure should be defined. Wolcott said that creativity shouldn't be limited.

Vice Chairperson Lebovitz said that the height restriction should be defined and that it should be stated that we want to maximize the parking.

Director Smith said that there are city rules in place that restrict height near the Saxton's property to four stories along Ann Arbor Trail and three stories on Maple. Smith said that the residential component should be kept along Maple, there must be some parking component, the property should be used for mixed use, should have a historic look and the development should reflect changes taking place in Kellogg Park.

Director Amos said that the DDA Board should include the Historic District in discussions before moving forward with the RFP.

Mayor Dwyer said that many developers have experience working with HDC guidelines and can come up with creative ideas. Mayor Dwyer said that a minimalist RFP would be best so that more creative ideas can be brought to the table. Mayor Dwyer said that he doesn't necessarily need the public parking element as a part of the RFP as it could restrict other potential ways to increase parking in the future. A PUD (planned unit development) may be needed.

Director Potter said that public parking should be a component of the RFP, a residential look on Maple is important and an aesthetically pleasing look to the Kellogg Park side is also important.

Director Parent said that underground parking should be considered.

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Director Pollard said that public parking must be a part of the equation.

Director Frisbie said the development should be mixed use, public parking is a must, a developer should have documented history with historic districts and a specific amount of parking spots that we need should be determined prior to the RFP.

Director DePalma said that mixed use is important. DePalma said he likes underground parking but questioned if the lot was big enough. DePalma also said that the two most important elements would be public parking and apartments.

Director Flury said that the RFP should require a mixed use proposal that includes parking, residential and retail. Flury said that maximizing parking is the most important thing. Flury said that the DDA Board should discuss this with the HDC.

Director Frisbie said that a new parking study should be done to determine the exact amount of parking spaces that are needed.

Mayor Dwyer said that it is very difficult or nearly impossible to quantify the number of spaces needed due to the constantly changing environment downtown, but there is no doubt that more parking is needed.

Director Potter suggested the DDA Board review the 2011 parking study at the April meeting.

### 8. Reports and Correspondence

#### a. Saxton's expenditure tab

The DDA Board was given an up-to-date list of the costs associated with upkeep of the Saxton's property.

#### b. Spring/summer projects

The DDA Board was updated on the annual downtown improvement projects slated for the spring and summer of 2016.

#### c. Music in the Air schedule

The DDA Board was given a copy of the 2016 Music in the Air Friday night concert schedule.

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9. Adjournment

Director Potter made a motion to adjourn the meeting. Director DePalma seconded the motion. MOTION CARRIED UNANIMOUSLY

Meeting adjourned at 8:19 p.m.