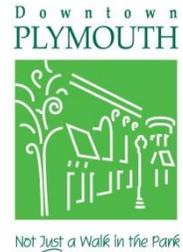


Thursday, August 11, 2016 Meeting Minutes



**CITY OF PLYMOUTH
DOWNTOWN DEVELOPMENT AUTHORITY
SAXTON'S RFP COMMITTEE
MEETING MINUTES
PLYMOUTH CITY HALL**

Friday, September 9 2016, 7:30 a.m.



CITY OF PLYMOUTH
DOWNTOWN DEVELOPMENT AUTHORITY
Saxton's RFP Subcommittee

Thursday, August 11, 2016
Regular Meeting Minutes

Meeting called to order at 7:31 p.m. by DDA Chairperson Oliver Wolcott.

1. ROLL CALL

MEMBERS PRESENT:

Dan Dwyer, Mayor
Oliver Wolcott, DDA
Jason Smith, DDA
Jim Mulhern, Planning Commission
Colleen Polin, Historic District Commission
Mike Devine, Zoning Board of Appeals

OTHERS PRESENT:

Paul Sincock, Plymouth City Manager
John Buzuvis, Community Development
Tony Bruscatto, DDA Director
Sam Plymale, DDA Coordinator
Jenifer Kehoe, Planning Commission
Jason Findlan, resident
Scott Silvers, resident
Walter Janowski, resident
Todd Osann, Mayflower Center

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2. CITIZEN COMMENTS:

Jennifer Kehoe, Planning Commission, said it is important for the development to fit into the overall master plan. Kehoe said it is a positive that all proposals have kept the Maple Street side residential. Kehoe said she has concerns about a potential five-story building as there are no buildings of this height in downtown Plymouth. Kehoe said she hopes that any development would have wide sidewalks and be inviting. Kehoe asked the question: Could we end up with too much parking? Kehoe also said that the city should look again into potentially adding a parking deck in the municipal lot near the Library and if underground parking could be part of the solution.

Walter Janowski, resident, said he doesn't like any development that has exits onto Maple Street. Janowski said that the city should look into adding to the existing parking deck and would also like the city to explore underground parking. Janowski said that the liquor license cap should be lifted as part of any new development on the Saxton's property.

Scott Silvers, resident, said that he likes that all three proposals address the completion of the street wall that surrounds Kellogg Park. Silvers said he hopes that there are more liquor licenses issued to make sure the new development is successful.

Jason Findlan, resident, said that he thinks the city should have talks with all three developers. Findlan said that it is important to specify rules and responsibilities around the potential project. Findlan said that Maple Street residents are not opposed to any of the proposals since all proposals have Maple Street remaining residential.

3. BOARD COMMENTS: NONE

4. New Business

a. Review of RFP Process-Paul Sincock

Plymouth City Manager Paul Sincock said the DDA has decided to seek proposals to enter into a public/private development partnership to gain 150 parking spaces on the Saxton's property. Sincock said there were no problems with the phase 1 and phase 2 environmental study. Sincock said the proposed project would expand the tax base, compliment Kellogg Park and bring the eastern gateway into the downtown in line with the rest of the downtown area. Sincock said the next step is to interview one or more of the developers that submitted proposals. Sincock said

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the DDA would then select one developer to work with. Sincocock said the DDA has the right to accept or reject any of the proposals.

b. Description of the proposals-Tony Bruscato

DDA Staff Director gave a brief summary of the three proposals that were submitted.

c. Deliberation by the Saxton's RFP Committee to decide how many of the three developers which submitted proposals to develop the Saxton's property will be recommended to the DDA Board for further discussion.

Jim Mulhern, Planning Commission, said that any development should fit into the city's master plan. Mulhern said any development should be considerate of the residents, include adequate parking and have input from the Historic District Commission. Mulhern said all three proposals have merit and that all three proposals could change considerably after the interviewing process. Mulhern said that any development would have to meet PUD thresholds. Mulhern said that it would be a good idea to have the city's planning contractor Carlisle-Wortman look at all three proposals objectively to ascertain the right questions for the developers.

Mike Devine, Zoning Board of Appeals, said he has concerns about the Harmonie proposals as it pertains to the Kellogg Park street wall. Devine said that it may not be good to have the same style on 1/3 of the perimeter of Kellogg Park. Devine said that it may be good to divorce the two parcels.

Mayor Dwyer said that he is pleased that all three proposals kept Maple Street residential and that all three proposals kept the brick building currently on the property. Mayor Dwyer said that he is concerned with the width of the sidewalk with a potential development. Devine said that the minimum should be 10 feet wide. Mayor Dwyer said that a five-story building would be too massive and that a city planning company like Carlisle-Wortman would need to identify other issues in the proposals.

Jason Smith, DDA Board, said he is happy that all three proposals added parking, kept Maple Street residential and addressed the historic concerns. Smith said the next step is to interview all three developers. Smith said it is essential to set up grading parameters and selection criteria before the interview process. Smith said that the subcommittee should also come to the table with answers to the questions in all three proposals.

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Colleen Polin, Historic District Commission, said that she agrees that all three proposals should be given further consideration. Polin said that keeping historic buildings, adding parking and keeping Maple residential are key points.

Oliver Wolcott, DDA Board, said the next step is to contact Carlisle-Wortman to develop the criteria for formal interviews.

Mayor Dwyer said that the proposals should not go before the DDA until the selection criteria is developed and approved by the Saxton's RFP Subcommittee.

City Manger Sincock said that a standardized set of questions should be developed for all three developers.

5. Adjournment

DDA Chairman Wolcott adjourned the meeting at 8:32 a.m.