

City of Northville
CITY COUNCIL REGULAR MEETING MINUTES
April 4, 2016

Mayor Pro Tem Allen called the meeting to order with the Pledge of Allegiance at 7:30 p.m. in the City of Northville Municipal Building, City Council Chambers, 215 W. Main Street, Northville, Michigan, 48167.

ROLL CALL

Present: Mayor Pro Tem James Allen, Councilmembers Nancy Darga, Sam Ekong, and Marilyn Price

Absent: Mayor Ken Roth (excused)

Also Present: City Manager Patrick Sullivan, City Clerk Dianne Massa, Police Chief Michael Carlson, Finance Director/Treasurer Sandi Wiktorowski, and Housing Director Sherry Necelis.
No citizens were present.

PRESENTATIONS

A. Citizens Comments None

B. Program Update – The Senior Alliance

Lydia Gold, The Senior Alliance, provided a brief update of the The Senior Alliance and summarized the programs and services offered and utilized by Northville clients. The City’s local match for Fiscal Year 2015 was \$249 and over 277 clients were served. Gold noted that Wayne County is no longer able to subsidize the Meals On Wheels program. While The Senior Alliance will provide a one-time subsidy for this year’s program, the loss in funding will require a reduction to the number of clients served. The goal is to reduce the program through attrition.

Questions from City Council pertained to the local match calculation, the composition of The Senior Alliance and how other areas of the county that are not part of this organization are serviced. Discussion ensued pertaining to the plan to reduce the Meals On Wheels program due to the loss of subsidy from Wayne County. Many seniors depend on the Meals program and there is a need to keep this program viable and available to seniors, without creating a “waiting list” for the Meals service. City Council suggested The Senior Alliance explore the feasibility of attaining funding from private entities to replace the loss of subsidy from Wayne County.

APPROVAL OF AGENDA AND CONSENT AGENDA

Motion Darga, seconded by Price to approve the agenda and consent agenda as presented:

Approve City Council Minutes of: None

Receive Bills List:

- Checks #97855 to #97986
- Checks #97987 to #98051, EFT #500230
- Checks #98052 to #98177, EFT #500231

Receive Board and Commission Minutes:

- Housing Commission: 1/13/16

Receive Departmental Reports: None

Board and Commission Appointments: None

Proclamation / April as Month of the Young Child

Proclamation / April as Fair Housing Month

Special Event Request / Talent for the Title / June 4 and 16, 2016

Motion carried unanimously.

RESOLUTIONS AND ORDINANCES

A. Proposed Amendment to Chapter 82 Traffic and Vehicles / Overnight Parking / Second Reading

Section 82-130 of the City of Northville Code of Ordinances prohibits parking between 3:00 a.m. and 6:00 a.m. on any public street, court, alley, or municipal parking lot. Recently, it was brought to the attention of the Police Department that several businesses in the City, including some restaurants, coffee shops, and workout facilities, open for business between 5:00 a.m. and 6:00 a.m. Because these businesses open prior to 6:00 a.m., several overnight parking citations have been issued to patrons of these businesses for parking in violation of the ordinance.

With several businesses attracting a customer base between 5:00 a.m. and 6:00 a.m., the Police Department sees a need to change the end time of the time restrictions from 6:00 a.m. to 5:00 a.m.

The Department of Public Works estimates the cost of replacing current parking restriction signs will be \$3,000. The expenditure will come from the Major Street Fund.

At its March 21, 2016 regular meeting, City Council introduced for first reading the proposed ordinance amendment.

Motion Darga, seconded by Ekong to waive second reading and adopt the amendment to Chapter 82 Traffic and Vehicles, Section 82-130 Overnight Parking in the City of Northville Code of Ordinances as presented. **Motion carried unanimously.**

B. Proposed Zoning Ordinance Amendment / Articles 18 and 26 / Arbor, Pergola, Trellis / Second Reading

At its October 20, 2015 meeting, the Planning Commission conducted a public hearing to consider text amendments to Article 18 General Provisions and Article 26 Construction of Language and Definitions in the Zoning Ordinance.

The proposed text amendments provide new regulations to Article 18 regarding the placement of arbors, pergolas, and trellises in the front yard setback. The regulations would allow one arbor, pergola, or trellis, within certain size limitations, in a front yard setback, provided it does not interfere with visibility from a driveway or intersection. Article 26 would be amended to include definitions for arbor, pergola, and trellis.

At their November 16, 2015 meeting, City Council reviewed the draft language and requested that a definition of required and non-required front yard be added to the ordinance related to arbors, pergolas, and trellises. The language was amended, and sent to the Planning Commission, who held a public hearing at their January 19, 2016 meeting. The Planning Commission is recommending approval of the proposed ordinance amendment. Communication from the City's Planning Consultant and the proposed zoning ordinance text amendments were provided to City Council for its review.

As first reading was in November 2015, and the Planning Commission held a second public hearing on the changes requested by City Council, the proposed text amendments were brought back to Council for first reading.

At its March 21, 2016 regular meeting, City Council introduced for first reading the proposed amendments to the Zoning Ordinance.

Motion Ekong, seconded by Darga to waive second reading and adopt the amendments to Article 18 General Provisions and Article 26 Construction of Language and Definitions pertaining to arbors, pergolas, and trellises in the City of Northville Zoning Ordinance as presented. **Motion carried unanimously.**

C. Proposed Zoning Ordinance Amendment / Articles 18 and 26 / Garden Ornaments / Second Reading

At its October 20, 2015 meeting, the Planning Commission conducted a public hearing to consider text amendments to Article 18 General Provisions and Article 26 Construction of Language and Definitions in the Zoning Ordinance.

The proposed text amendments provide regulations to Article 18 regarding the placement of garden ornaments, as defined, in the front yard setback. The regulations would allow garden ornaments in a front yard setback, provided it does not interfere with visibility from a driveway or intersection. Article 26 is amended to include the definition of garden ornament. The City Council reviewed the draft language at their November 16, 2015 meeting, along with a separate proposed text amendment pertaining to Arbors/Pergolas and Trellises. City Council requested additional definitions for the Arbors/Pergolas ordinance amendment. As the ordinance language for garden ornaments is so closely tied to the amended language for Arbors/Pergolas/Trellises, it was requested that the Garden Ornament text amendments and Arbors/Pergola come back to Council at the same time.

The Planning Commission is recommending approval of the proposed changes to Articles 18 and 26. Communication from the City's Planning Consultant and the proposed zoning ordinance text amendments were provided for City Council's review.

As first reading was in November 2015, and this ordinance amendment had no changes but is closely tied to the proposed arbor/pergola text amendments, the proposed text amendments were brought back to Council for first reading.

At its March 21, 2016 regular meeting, City Council introduced for first reading, the proposed amendments to the Zoning Ordinance.

City Council Comments and Discussion: Discussion ensued pertaining to the ordinance restrictions for corner lot fences and the appeal process to the Board of Zoning Appeals.

Motion Price, seconded by Ekong to waive second reading and adopt the amendments to Article 18 General Provisions and Article 26 Construction of Language and Definitions pertaining to garden ornaments in the City of Northville Zoning Ordinance as presented. **Motion carried unanimously.**

D. Proposed Rezoning of Lots on Grace and Rayson Street / R-2 to R-1B / Second Reading

The Planning Commission has been considering re-zoning 13 lots in the Grace, Rayson, and Hutton Street area from R-2, Second Density Residential District, to R-1B, First Density Residential District. A number of older buildings on these lots have been replaced with new single-family residences, making the land use pattern more consistent with the R-1B District. In addition, all the lots considered for rezoning are planned for single-family residential dwellings in the City’s current Master Plan. The Future Land Use Map shows the preferred zoning for these parcels to be R-1B.

On March 1, 2016, the Planning Commission conducted a public hearing to hear public comment regarding the proposed re-zonings. One resident attended the meeting and two residents provided written comments. All three represented properties on the south side of Rayson Street, and all three were in opposition to re-zoning these lots. These homeowners purchased their properties because they provided an opportunity for two-family dwellings. If these sites were re-zoned to R-1B, they would no longer have this opportunity. In contrast, the Planning Commission had received correspondence from property owners on the west side of Grace (between Lake and Rayson streets) and one property on the north side of Rayson requesting that their properties be re-zoned to R-1B. These letters were generated in 2014 during the Master Planning process.

The Planning Commission discussed the topic and moved to recommend to City Council re-zoning the lots in the area on the north side of Rayson and along Grace Street (between Lake and Rayson Streets) to R-1B, and to retain the existing R-2 zoning on lots located on the south side of Rayson Street. The lots proposed for rezoning are commonly known as:

- | | |
|--------------------------------------|--------------------------------------|
| 483 Grace Ave. (#48-001-02-0009-000) | 443 Grace Ave. (#48-001-04-0652-007) |
| 465 Grace Ave. (#48-001-02-0010-000) | 119 Rayson St. (#48-001-04-0652-003) |
| 453 Grace Ave. (#48-001-02-0011-000) | 131 Rayson St. (#48-001-04-0652-004) |
| 437 Grace Ave. (#48-001-04-0652-006) | |

Communication from the City’s Planning Consultant and the proposed map amendment were provided for City Council review.

At its March 21, 2016 regular meeting, City Council introduced for first reading the proposed amendments to the Zoning Map.

Motion Ekong, seconded by Price to waive second reading and adopt the map amendment to rezone the lots on Grace and Rayson Streets from R-2 Second Density Residential District to R-1B First Density Residential District as presented. **Motion carried unanimously.**

E. Proposed Zoning Ordinance Amendment / Articles 15, 18, and 26 / Residential Building Heights Second Reading

Over the past 10 years, there have been concerns regarding the size and height of homes within established residential neighborhoods. In 2005, the Planning Commission made modifications to the Zoning Ordinance, which requires additional setbacks for finished attics and living areas above the

second floor. The method of calculating building height was also modified and was established upon a “grade plane,” which is the average of the ground level at the building’s exterior walls. While the 2005 amendments addressed basic issues pertaining to building heights, additional review and consideration was thought to be warranted given the recent trends in residential home building.

At its January 19, 2016 meeting, the Planning Commission conducted a public hearing to consider text amendments pertaining to Residential Building Heights that address the following:

- Modifications to the Schedule of Regulations which includes a variable height limitation based upon the size of the lot for the R-1A and R-1B Zoning Districts. The smaller the lot, the shorter the maximum height.
- Coordinate maximum foundation wall heights with the “grade plane” standard.
- Include a new requirement for a Certificate of Grading to be completed prior to the Certificate of Occupancy.
- Add language that coordinates the first floor elevation of new structures with contiguous existing structures so that the new structure fits into the neighborhood. Flexibility for the Building Official has been added in cases of extreme topography.
- Modification of Article 26, Definitions, including:
 - Adding an illustration for “Basement” and “Story” showing how both are determined on a sloping lot.
 - Basing grade plane on existing grades rather than finished grades.
 - New definition for “Grade,” “Grade, Existing,” and “Grade, Finished.”
 - New/amended definitions of “Mezzanine, Residential,” “Mezzanine, Commercial,” and “Story.”

The Planning Commission is recommending approval of the proposed changes to Articles 15, 18, and 26. Communication from the City’s Planning Consultant and the proposed zoning ordinance text amendments were provided for City Council’s review.

At its March 21, 2016 regular meeting, City Council introduced for first reading, the proposed amendments to the Zoning Ordinance.

City Council Comment and Discussion: Discussion and further explanation ensued pertaining to the grade calculation process for properties that have an extreme slope.

Motion Price, seconded by Ekong to waive second reading and adopt the amendments to Articles 15, 18, and 26 pertaining to Residential Building Heights in the City of Northville Zoning Ordinance as presented. **Motion carried unanimously.**

NEW BUSINESS

A. Proposed Fiscal Year 2016-17 Budget and Five-year Plan (2016-2020)

In accordance with City Charter, the proposed budget document is to be presented to the Northville City

Council on or before the first meeting in April each year. Accordingly, the FY 2017 Annual City Budget notebook is included with the April 4, 2016 City Council Agenda packet.

The Northville City Council is being presented with a balanced budget. The Taxable Value of the City increased 3.25% and the State Equalized (Assessed) Value increased 8.27%. This will provide for an additional \$145,000 in tax revenue in the General Fund. The FY2017 Annual Budget and Five-Year Plan (2016 – 2020) study session meetings have been scheduled for the following dates at 7:00 p.m. at the Northville City Council Chambers: Thursday, April 7, 2016, and Thursday, April 14, 2016.

Department Heads will present their respective budgets at the two study sessions. After each budget study session meeting, the City Council will be asked for additional direction and/or revisions to the budget before it is finalized and sent for publication in the local newspaper on May 5, 2016. The public hearing and requested budget adoption is scheduled for May 16, 2016.

Motion Darga, seconded by Ekong to receive the Fiscal Year 2016-17 Budget and Five-Year Plan (2016-2020) from Staff with review and discussion to occur at the scheduled budget study session.
Motion carried unanimously.

B. Purchase of Window Seat Cushions for Allen Terrace

In December 2015 and January 2016, new carpeting was installed on all four floors of Allen Terrace. In addition, all the common areas as well as the stairwells (with the exception of the lobby area), were painted. One of the last items that remains to be done is purchasing new cushions for three window seats on the second, third and fourth floors. Several Allen Terrace residents volunteered to gather fabric samples and proposals from three area upholsterers.

With some variations, a description of the cushions is as follows: two cushions per seat per floor; three inches thick medium foam; box style; no cord trim; with high performance material.

<u>Vendor</u>	<u>Cost</u>
Carole's Upholstery	\$2,950.60 (backed up until July)
Nicolette	\$2,574.00
Calico Corners	\$2,652.17 (this quote excludes sales tax)

Based on discussions with the residents who sought out the proposals, the Housing Commission recommends approving a contract with Calico Corners. Their quote includes a 30% discount and the material can be cleaned with soap and water or with a mixture of bleach and water. The project will be funded through the Allen Terrace general operating budget. As this item was not budgeted, approval from the City Council is necessary. A 50% down payment is necessary to move forward with this project.

Council Comments and Discussion: In response to a question from City Council pertaining to recommending the higher quote vendor, it was explained that the Housing Commission preferred the quote from Calico Corners as their fabric is different than the other vendors. The fabric is more durable for cleaning.

Motion Darga, seconded by Price to approve a contract in the amount of \$2,652.17 to Calico Corners to provide six cushions for three window seats at Allen Terrace. **Motion carried unanimously.**

MAYOR AND COUNCIL COMMUNICATIONS

A. Mayor and Council Communications None

B. Staff Communications None

Being no further business, the meeting was adjourned.

Adjournment: 8:11 p.m.

Respectfully submitted,

Dianne Massa, CMC
City Clerk

James C. Allen
Mayor Pro Tem

Approved as submitted: 4/18/16