

FARMINGTON PLANNING COMMISSION PROCEEDINGS  
City Council Chambers, 23600 Liberty Street  
Farmington, Michigan  
February 11, 2019

Chairperson Crutcher called the Meeting to order at 7:00 p.m. at City Council Chambers, 23600 Liberty Street, Farmington, Michigan, on Monday, February 11, 2019.

**ROLL CALL**

Present: Chiara, Crutcher, Kmetzo, Majoros, Perrot, Waun  
Absent: None

A quorum of the Commission was present.

**OTHER OFFICIALS PRESENT:** Director Christiansen, Recording Secretary Murphy

**APPROVAL OF AGENDA**

MOTION by Chiara, seconded by Kmetzo, to approve the Agenda.  
Motion carried, all ayes.

**APPROVAL OF ITEMS ON CONSENT AGENDA**

**A. January 14, 2019 Minutes**

MOTION by Majoros, seconded by Perrot, to approve the items on the Consent Agenda.  
Motion carried, all ayes.

**DISCUSSION OF 2020/2025 CAPITAL IMPROVEMENT PROGRAM AND REQUEST TO SCHEDULE PUBLIC HEARING**

Chairperson Crutcher introduced this item and turned to staff.

Director Christiansen stated this item this evening is a discussion of the 2020/2025 Capital Improvement Program and a request to formally schedule the Public Hearing for the 2020/2025 CIP. At the last meeting in January the Planning Commission briefly discussed this item and asked that any comments on the 2019/2024 CIP that then could be moved forward to the 2020/2025 CIP be provided to staff or to Planning Commissioner Majoros, who is the representative for the Planning Commission to the Capital Improvement Program Steering Committee. The Steering Committee is engaged, they are meeting and there is a meeting scheduled for this Thursday at City Hall of that committee. This evening's purpose again is to ask the Planning Commissioners if they have any comments on the 2019/2024 that they want to carry over to the 2020/2025 such as anything that would still continue to be a focus or a priority for the 2020/2025 CIP and to relay that to Mr. Majoros and carry that forward and look at the schedule and then

schedule the Public Hearing. The hearing is being requested to be scheduled for the March 11, 2019 Planning Commission meeting.

He pointed out in the Commissioners' packets is the process, the schedule which he briefly went over. He stated the Steering Committee will be working on the draft CIP and once that draft is created it will be moved forward. The next step from Economic and Community Development which advertises the public hearing which is being requested for the March 11<sup>th</sup> date.

He indicated after that the draft will move to the City Manager's office and the City Manager schedules then as recommended by the Planning Commission the 2020/2025 review and consideration by City Council and is part of the budgetary process that is conducted by City Council annually and will be part of their approved annual budget.

He put the 2019/2024 CIP on the screen which was briefly looked at in the January 2019 Planning Commission meeting. He did a quick overview of the last plan, citing there were 115 projects with a total value 23.2 million dollars to be spread out over six years. The projects are identified by category and the majority is allocated to infrastructure, water, sewer, roads, sidewalks, streetscape, drains. The other portions of the pie chart, the project categories, buildings and grounds, maintenance and upgrades, land acquisition, redevelopment, recreation and culture, predominantly parks, parking lots, and vehicles and equipment purchases, that typically and predominantly public safety and public works. The rest of the document is an overview which is in the appendix.

Chairperson Crutcher opened the floor for Commissioner Majoros to address this item.

Majoros stated he did get a few comments from a couple of the Commissioners and that the was unable to attend the first meeting of the Committee. He indicated the approach he is going to take is which was talked about last year is that there are a couple things that the Planning Commission felt were imperative that would drive focus areas for investment, so are we investing in something that could facilitate matching grants or allows us to get money from other sources. That was an important criterion. Two, are we investing in something that in the future might be redone for some other reason, in other words are we investing in something and something changes, whether it be parks or whatever the case may be. Third, to be in harmony and alignment with other City planning documents. Fourth, was to respect the subject matter expert priorities and the issues that they bring forward, so whether it's from various City departments we have to trust the people that are in power to make these recommendations and know what the important investments and needs are. The fifth one was to have a keen eye towards things that are fundamental to basic City services like safety and infrastructure. Those were the criteria

that were agreed upon and talked about last year and he doesn't see any of them fundamentally changing.

He indicated one question that was posed to him by one of the Commissioners was how does the new millage factor into this, so there's going to be an expectation that people will have that as people go to their pocketbook, that there is going to be some demand for accountability. So if this Capital Improvement Plan has an infusion of resourcing from the constituents who just recently voted for that, he thinks it would be important to help educate the constituents on how the money is being spent and if it's going to be prudent. So whether it's done at a public hearing or some other time to address the issue on what the new tax revenue is going to play out with a process like this.

The second thing that is important, too, is last year there was some confusion when you read the Capital Improvement Plan and you see things like move City Hall. There are some things in here that are pretty straightforward, like we're going to fix the drain here or this road needs to be done but there are also a lot of projects or just visions or potentials and he thinks that people who don't live this all the time look at those things sometimes and he feels it would be appropriate to inform them perhaps by public hearing to talk about what some of these things are and what they aren't so noise is not created in the system. He stated he will be at the Steering Committee meeting on Thursday and will bring the comments that were brought to him. He said they rely highly on the subject matter experts on what the right things are based on the criteria.

Chairperson Crutcher and Director Christiansen thanked Mr. Majoros for his input and leading the charge here on behalf of the Planning Commission with respect to the Planning Commission's role with the City's Capital Improvement Program. Christiansen went on to say the Planning Commission plays a significant role in the CIP because by State statute the CIP is part of the Master Planning process and the Planning Commission is responsible for the Master Plan and in fact, they are going through that right now, updating the current City's Master Plan so this CIP is even more significant because it's going to become part of the updated Master Plan. So the Commission carries quite a bit of responsibility and have significant impact and play a significant role in the City's Capital Improvement Program and continue to do so. Christiansen stated he will also be available and will be at the upcoming meeting on Thursday.

Commissioner Chiara asked if the meeting is open to the public and Majoros replied that this Thursday's meeting is not as it is an internal meeting to talk things through but that the result of that will be a draft of the Capital Improvement Plan which will be the subject of the Public Hearing.

MOTION by Majoros, supported by Chiara, to formally schedule the Public Hearing for the 2020/2025 Capital Improvement Plan for the March 11, 2019 Planning Commission Meeting.

Motion carried, all ayes.

### **PUBLIC COMMENT**

None heard

### **PLANNING COMMISSION COMMENTS**

Chiara asked if there will be a seventh commissioner added to the Planning Commission and Christiansen replied that the City Council has been interviewing to fill former Commissioner Gronbach's seat and that a decision should be made shortly.

Chairperson Crutcher asked if there had been any movement or activity on the World Wide Center.

Christiansen replied that the World Wide Center has received a variance for the out lot building proposed for Tropical Smoothie, the Planning Commission then had approved the drive-thru site plan and they are currently in process of putting together their engineering and construction documents and are hoping for a Spring construction that will include upgrades to the existing center which is a requirement of the approval, conditions of both the Zoning Board of Appeals and the Planning Commission and then the new out lot building with the drive-thru as well so it's a work in progress.

Christiansen then stated that the City is in the midst of working through the update to the City's Master Plan, so it is the Master Plan Update 2018 and the Master Plan Committee is just about done with its leg work, its ground work thus far. There has been a series of meetings held and another one is scheduled in March which will be the fifth meeting. The initial Land Use Plan and goals, recommendations, focus areas and implementation strategy, part of the plan update has been drafted by OHM Advisors, the City's planning consultant, responsible for shepherding the Master Plan Update with the Steering Committee and there is also a second open house scheduled for March as well. Once those activities are done a draft will be completed, a final draft and it will be moved forward to the Planning Commission for consideration.

**ADJOURNMENT**

MOTION by Waun, supported by Chiara, to adjourn the meeting.  
Motion carried, all ayes.

The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

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Secretary