



## PLANNING COMMISSION AGENDA

July 19, 2022 – **6:30 PM**

**LOCATION:** City of Northville Municipal Building – Council Chambers, 215 W. Main St., Northville, MI 48167, 248-449-9902 (the public may attend the meeting in-person or use the Zoom option below)

**Zoom public participation option:** Members of the public may participate electronically as if physically present at the meeting using the following links:

<https://us02web.zoom.us/j/81849618898>, Or Telephone: +1 646 558 8656 or +1 301 715 8592  
Webinar ID: 81849618898

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. APPROVE MINUTES** July 5, 2022

**4. AUDIENCE COMMENTS** (limited to brief presentations on matters not on the agenda)

**5. REPORTS & CORRESPONDENCE**

- A. City Administration
- B. Planning Commissioners
- C. Other Community/Governmental Liaisons
- D. Correspondence

**6. APPROVE AGENDA**

**Consideration of agenda items generally will follow this order:**

- A. Introduction by Chair
- B. Presentation by City Planner
- C. Commission questions of City Planner
- D. Presentation by Applicant (if any)
- E. Commission questions of Applicant (if item has an applicant)
- F. Public comment
- G. Commission discussion & decision

**7. PUBLIC HEARINGS**

**8. SITE PLAN AND ZONING CHANGE APPLICATIONS**

- Downs Preliminary Site Plan Review

[Vacant parcels on the south side of Cady St. (between S. Center & Griswold), the Northville Downs racetrack property south of Cady St. (between S. Center and River Streets), and two areas on the west side of S. Center St.]

**9. OTHER PLANNING COMMISSION BUSINESS**

-- Outstanding Discussion Topics – The Downs Project

**10. ADJOURN**

**CITY OF NORTHVILLE**  
Northville City Hall  
215 W. Main Street, Northville MI  
Planning Commission Meeting Minutes  
July 5, 2022  
6:30 PM

**1. CALL TO ORDER:**

Chair Tinberg called the meeting to order at 6:31 pm and explained that per the Open Meetings Act members of the public could either participate in person or participate via ZOOM webinar platform. Members of the Commission must be physically present to participate in the meeting.

**2. ROLL CALL:**

Present: Thomas Barry  
Paul DeBono  
Jeff Gaines (arrived 6:38 pm)  
David Hay  
Steve Kirk  
Carol Maise  
Donna Tinberg  
AnnaMaryLee Vollick

Absent: William Salliotte, Jr. (excused)

Also present: Sally Elmiger, Planning Consultant  
Barbara Moroski-Browne, Mayor Pro-Tem  
Marilyn Price, City Council  
Andrew Krenz, City Council  
Lori Ward, Downtown Development Authority Director  
George Tsakoff, Engineering Consultant

Audience: approximately 3 in person, 25 on ZOOM call

**3. APPROVE MINUTES: June 21, 2022**

**MOTION by Barry, support by DeBono**, to amend and approve the June 21, 2022 meeting minutes as follows:

- Page 4, 5<sup>th</sup> paragraph from bottom, amend Kirk: The new proposal presents a ~~bow~~ broad . . .
- Page 12, next to last paragraph, amend Salliotte: He did ~~not~~ support that.

**Motion carried unanimously by voice vote.**

**4. AUDIENCE COMMENTS:** (limited to brief presentations on matters not on the agenda)

None.

**5. REPORTS & CORRESPONDENCE**

**A. CITY ADMINISTRATION:**

City Manager Sullivan

On behalf of City Manager Sullivan, Chair Tinberg reported that the first meeting of the Downs Project Advisory Committee (DPAC) will be July 15, 2:00pm; DPAC will be working on the details of the PUD Agreement for The Downs project.

Building Official Strong

No report.

DDA Director Ward

No report.

Public Works Director Domine

Met with GFL (trash provider) and the Fire Chief.

- GFL recommends that alleys and public/private roads be a minimum of 18’ wide to accommodate residential trash pickup.
- Fire Marshal does not recommend any changes to the proposed 22’-wide roads south of Fairbrook.
- North of Fairbrook, Fire Marshal recommends changing the private driveways from 22’ to 18’, because fire protection can be accessed from the public roads. The only exception is E. Griswold which should stay 22’ wide, in order to access fire protection there.

Mayor Turnbull

- Reported on successful July 4 Parade.
- City Council met June 29 for a strategic planning session.
- City received \$910,000 grant from the State for Ford Field for the 2022-2023 budget.

**B. PLANNING COMMISSIONERS:**

Commissioner Gaines, Historic District Commission

Next HDC meeting July 20.

Commissioner Maise, Downtown Development Authority

No report.

Commissioner Hay, Brownfield Redevelopment Authority

No report.

Commissioner Barry, Sustainability Committee

Sustainability Committee meeting postponed. Sub-committee will be presenting to the Planning Commission regarding placemaking at The Downs’ Central Park this evening.

Commissioner Vollick, Combined River and Farmers Market Task Forces

- Wayne County Executive Office has recommended the river daylighting project as one of the 11 projects for approval under the American Rescue Plan Act. The grant will be \$2.5 million. The City will be required to contribute \$250,000 in cash match. The project must be completed by 2026.
- SEMCOG awarded \$40,000 Planning Assistance Grant to the City for non-motorized and complete streets planning. \$32,740 is from federal funding, local match is \$7,260.
- River Task Force working with Northville Support Fund Committee on developing a pilot project along the river at the Ford Valve Plant to reactivate former park area known as Junior Chamber Park, to include riprap along the river banks, a small deck for viewing the lower Mill Pond Dam and clearing out an overgrown area.

Chair Tinberg, Board of Zoning Appeals

Next ZBA meeting July 6.

**C. OTHER COMMUNITY/GOVERNMENTAL LIAISONS:**

None.

**D. CORRESPONDENCE:**

Dates listed reflect dates correspondence was received:

- June 21, 2022: Comments received from Jim Long regarding the potential construction of a roundabout.
- July 1, 2022: Slides received from Kathy Spillane regarding the Northville Downs Central Park Public Use Analysis.
- July 1, 2022: Update from Susan Haifleigh from the Farmers Market Task Force.
- July 1, 2022: Memorandum and related schedule from Nancy Darga regarding the River Park Design Process.
- July 5, 2022: Information from Bill Stockhausen, Member of History Team, River Walk Task Force, regarding the log cabin that is currently on the Downs property.
- July 5, 2022, Copies of correspondence between Tim O'Brien of the Hunter Pasteur Team and Jeff Snyder of the Block Family Foundation relative to environmental opportunities of The Downs, specifically the riparian buffer and stormwater management strategies, as related to the potential donation of property for the Farmers Market by the Block Family Foundation. Questions regarding this correspondence should be directed to the City Manager, as the Commission is not involved in property acquisition negotiations.

**6. APPROVE AGENDA**

**MOTION by Maise, support by Vollick, to approve the agenda as published.**

**Motion carried unanimously by voice vote.**

Consideration of agenda items generally will follow this order:

- A. Introduction by Chair
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- C. Commission questions of City Planner
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- E. Commission questions of Applicant (if item has an applicant)
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- G. Commission discussion & decision

**7. PUBLIC HEARINGS:**

None

**8. SITE PLAN AND ZONING CHANGE APPLICATIONS**

**Downs Preliminary Site Plan Review**

[Vacant parcels on the south side of Cady St. (between S. Center & Griswold), the Northville Downs racetrack property south of Cady St. (between S. Center and River Streets), and two areas on the west side of S. Center St.]

Topic: Architecture, Landscaping, and Aesthetics review, continued

Noting that at the last Planning Commission meeting deliberations were concluded regarding the topic of Architecture, Landscaping, and Aesthetics, Chair Tinberg opened public comment on this topic.

Public Comment

Lenore Lewandowski, 119 Randolph Street, made the following points:

- Regarding the contemporary farm house design of the row houses on the south side of Cady, the casement windows were a bit large.
- Regarding the row houses at Beal Street and Center, which had a more commercial look like Main Street, more detailing was needed such as cornices and parapets.
- Trees will help soften the appearance generally, but deciduous trees will be bare in the winter; evergreens should also be considered.
- Ordinance language is needed to guide potential rooftop features.
- Residential housing on the east side of South Center Street would benefit from 1<sup>st</sup> floor businesses and/or flex space, starting at 7 Mile Road.
- Carriage homes would be appropriate for the west side of South Center Street.
- The Hunter Pasteur presentation had referenced 9 customer segments, including young families, modern families, and independent singles, who were mainly single-income family units. A starting price of \$525,000 prices these families out of the market. Housing needs to be provided that these families can afford.

Nancy Chiri, 661 W. Main, made the following points:

- She was concerned about the traffic flow that allowed people to access various parks in and close to this development. She continued to advocate for extending Griswold to 7 Mile/Sheldon.
- The roundabout, as first presented in 2018, was offset to extend into the Farmers Market area. Under Michigan guidelines, a roundabout should be between 130-180 feet, which would move the roundabout away from the center of the intersection and force it to extend north. The

Traffic Consultant should address the amount of space needed for the roundabout, and how close it can get to the river and the Sheldon Road walking path.

- Reducing Center Street to 15mph or adding parking on both sides of the street would limit emergency vehicle access; emergency vehicles are stored outside the City and need this north/south route.

As no other public indicated they wished to speak, Chair Tinberg closed public comment, and noted that this concluded the Commission's deliberations on the topic of Architecture, Landscaping, and Aesthetics.

Chair Tinberg summarized the overall The Downs review process and schedule, as approved in March. Thus far the Commission had discussed:

- Residential and Commercial Land Uses and Locations
- Roads, Pathways, Connections and Parking
- Architecture, Landscaping, and Aesthetics

The following topics still needed to be discussed:

- Parks, Public Spaces, and the Farmers Market (beginning tonight)
- Infrastructure, Financials, and Phasing
- Summative Review and Recommendation to Council (late August or early September)

Regarding *Infrastructure, Financials and Phasing*, Commissioner Hay noted that the Commission had made a "first pass" through the first 3 of 6 items listed as sub-topics. Stormwater management solutions will be reviewed and approved by Wayne County. Now that the Downs Project Advisory Committee (DPAC) was created, perhaps they could do much of the remaining review under this topic. He asked that a summary be provided by the City Manager/City Planner as to the scope of DPAC's responsibilities. The Brownfield Redevelopment Authority will also likely be involved with this topic.

Commissioner Barry agreed that expectations should be managed regarding the Infrastructure, Financials and Phasing topic. He requested that a meeting be scheduled to discuss *Unresolved Issues* before moving on to Infrastructure, Financials and Phasing.

In response to comments, Planning Consultant Elmiger clarified that:

- Tax revenue, cost and financing had been discussed during the PUD eligibility phase.
- Negotiating the PUD Agreement will be City Council's responsibility.
- DPAC was a recommending body only.
- DPAC would not be discussing traffic outside The Downs development.

Commissioner Gaines asked that the review schedule and outline be included on future agendas under Agenda Item 8.

Commissioner Kirk requested a future discussion with the City Manager and others regarding what the City plans to do regarding traffic calming measures outside the development, specifically on Fairbrook, Beal, and River Streets, all areas that are outside the development but will be impacted by it.

Commissioner Hay agreed.

Topic: Parks, Public Spaces, and the Farmers Market

Chair Tinberg introduced the topic of Parks, Public Spaces, and the Farmers Market. This included previously identified issues:

- Characteristics of the daylighted river
- Amenities in the river park and other public areas
- Repurposing and/or relocation of the log cabin
- Potential location and characteristics of the Farmers Market in the event it must be relocated to this site
- Other related issues as identified by the Planning Commission

Chair Tinberg explained that tonight the Commission would hear a series of presentations, with Commission deliberations likely extending into the July 19 meeting.

Consultant Comments

Utilizing a PowerPoint presentation *Northville Downs PUD Preliminary Site Plan Review, City of Northville, July 5, 2022*, Planning Consultant Elmiger reviewed the The Downs' Open Space Plan dated May 31, 2022:

- Proposed open space includes:
  - 1.44 ac. North of Beal
    - Pocket Park: 0.04 ac.
    - Central Park: 1.09 ac.
    - Open Space: 0.31 ac.
  - 10.75 ac. South of Beal
    - Pocket Parks: 0.07 ac. each
    - Open Space (west): 1.02 ac.
    - Open Space (east): 1.84 ac.
    - River Park (without detention basins): 7.68 ac.
  - Total = 12.19 ac. or 29.5% of the net acres
- Location for Farmers Market not identified on site plan
- Tonight the Commission was at the preliminary site plan review stage, looking at the “big picture.” At the final site plan stage, the Commission could focus on details. Big picture items include:
  - Location and amount of space, general layout/grading
  - Bridge across daylighted river
  - Come to agreement with developer that parks will contain walkways, lighting, landscaping, site furnishings, signage, etc., all of which can be noted on the Preliminary Plan.
- Final park design details still to come during final site plan review.

In response to Commission questions, Planning Consultant Elmiger explained that it was up to the Commission as to how the detention basin should be handled. What function will the basin provide? The basin will be landscaped with native vegetation, and will appear attractively natural and wild. Perhaps it should be included in open space calculations. On the other hand, nothing can be done with the basin – no games can be played on it or other amenities offered. Perhaps that argues against including the basin in open space calculations. In the calculations provided above, the detention basin was not included.

### Applicant presentation

Members of the Development Team who were present this evening included:

Seth Herkowitz, Partner, Hunter Pasteur  
Randy Wertheimer, CEO, Hunter Pasteur Homes  
Andy West, Elkus Manfredi Architects  
Greg Presley, Presley Architects  
Alex Martin, Toll Brothers  
Robert Emerine, Sieber Kiest Engineering  
Randy Metz, Grissim Metz Andriese Associates  
Andrew Parin, Grissim Metz Andriese Associates

Mr. Herkowitz made the following points:

- The design team was in process of updating plans to reflect:
  - The collective feedback regarding diversity of architecture along Center south of Fairbrook as well as the special treatment and attention that should be given to corner housing units.
  - The feedback regarding the role of architecture in the gateway design.
- Diagram reflected direction from DPW Director Domine and the Fire Marshal regarding the width reduction of some of the internal drive lanes. The drive lane widths south of Beal and north of Fairbrook will be reduced from 22' to 18', except for the drive lane east of Griswold. The private alleyway drives will remain 12' wide. The private drives south of Fairbrook as well as the drives west of Center will all remain 22' wide. The site plan will be updated to reflect these changes.
- Regarding the river project:
  - Conceptual aerial diagrams showed aspects of the river project, including the width of the base flow, the 100 year flood flows, and river embankment (160' width). With an open channel length of 1,117', this project is one of the largest daylighting projects in the recent history in the State.
  - Expected duration from start of design process to gaining of all permits and approvals will be approximately 85 weeks; the process involves City, County, State and Federal approvals. The design process will start upon preliminary site plan approval.
  - The river project will take approximately 6 months to complete; this is scheduled for 2024 per the phasing plan.
- Regarding the 1936 log cabin:
  - Maintaining current location is not feasible as it is within the design embankment of the future river.
  - Log cabin will be reconstructed at new location, proposed to be adjacent to the future daylighted river.
  - Development team has committed to share expenses 50/50 of log cabin reconstruction up to \$125,000, with the City or related task force providing coordination of reconstruction efforts.
- Regarding the Farmers Market
  - Permanent Farmers Market location being pursued outside of The Downs development.
  - Development team is committed to finding a temporary home for the Farmers Market on The Downs property.
  - During 2023 no change to the current Farmers Market location.



- During 2024-2025 Farmers Market can be located in the last area of the site plan to start construction, at the southwest corner of Beal and Griswold.
- By 2025 the City will need to find a permanent home for the Market.

Mr. Metz and Mr. Parin gave the following concepts for the Central Park and the River Park. Both spaces were at the conceptual level. The development team will work with the stakeholders and the Central Park study group during the design process.

- Parks and open space foster an environment that improves physical and mental health, strengthens the communities, and make cities and neighborhoods more attractive places to live and work.
- Open space for this project comprises almost 1/3 of the total project, or over 15 acres. Central Park has 1.25 acres, and River Park has 7.7 acres. Pocket parks, squares and lineal parks comprise an additional 6 acres; this does not include significant ancillary green space surrounding all the buildings.
- 1.25-acre Central Park:
  - Designed as a simple, flexible multi-use public space.
  - Primary design objectives: 1) a place for a diverse mix of community gatherings and events for occasions and seasons, day and night, 2) place that is walkable, interactive, comfortable, safe and connected to the downtown and adjacent neighborhoods, 3) place that celebrates the importance of public open space, architecture, landscape and civic art, 4) place that celebrates the arts such as sculpture, art, display, entertainment, 5) place for a simple stroll, walking the dog, having lunch, socializing, or just sitting and people watching.
  - Concept plan illustrates Central Park's critical central location and connectivity to Northville's downtown and neighborhoods:
    - Multi-use terraces address the 18-foot grade change from Cady to Beal, making the Park totally barrier free
    - Terraces provide flexibility for large events/gatherings, or use separately for different activities.
    - 600 lineal feet of seating are provided for each terrace space.
    - Moveable seating options available at various locations in the Park.
    - Event plazas – dedicated hardscape plazas – anchor the north and south ends of the Park.
    - The promenade provides a major link from the south neighborhoods and adjacent multifamily to the downtown core, with ADA accessibility to all terraces.
    - Four-terraced approach defines the space created by the large shade trees flanking the park.
    - North parking lot has been removed, as directed by the Planning Commission, with a 4<sup>th</sup> terrace proposed in that space, matching the same characteristics as the other three, but with a paved vehicular access for such uses as food trucks, vendor setup, event setup, possible ice rink, and so on.
    - Will have movable furniture similar to Town Square for typical daily use.
    - Six required barrier free parking spaces located along Cady Street at 60 degree parking.
    - Opportunity for art and sculpture within the entire Central Park space.
    - Flowering trees soften north edge.
  - Concept plan for River Park:
    - 7.7 acres of open space, excluding the detention pond and forebay.
    - Design phases will follow a collaborative process after plan receives preliminary site plan approval

- Park bound on four sides: River Street to the east, Johnson Drain and 7 Mile Road to the south, Griswold extension to the west, Beal Street to the north.
- Major park components include the daylighted river, detention basin and forebay, passive usable open space, pedestrian network system connecting space to neighborhoods, downtown, and Hines Park.
- Six critical design objectives:
  - 1) Transforming what is currently a blighted piece of land into a usable community asset.
  - 2) Reopening roughly a quarter mile of the middle Rouge River, recreating a naturalized ecosystem similar to what existed prior to the River's encasement
  - 3) Providing a river design that captures the floodplain within the riverbanks.
  - 4) Integration of the detention pond within River Park and the river opening for a cohesive, naturalized and attractive landscape treatment.
  - 5) Providing passive naturalized open space for recreational use.
  - 6) Creating an interconnected and comprehensive pedestrian and bicycle network.
- Diagram showed the pedestrian connectivity plan with the park itself, providing multi-use pathways which will conform to the guidelines in the City's non-motorized plan. Walkways will include lighting and site furnishings.
- Plan highlights 8 connection points surrounding the park:
  - 1) Southwest connection leading along the south edge of the property westward to Center Street and beyond Wing Street.
  - 2) Connection to Fairbrook Street and the proposed residential neighborhood.
  - 3) North connection leading to downtown and further on to Ford Field.
  - 4) Northeast connection to the existing residential neighborhoods to the east.
  - 5) Pedestrian bridge linking the west side of the park and the proposed residential neighborhood to River Street and the existing neighborhoods to the east.
  - 6) East connection from River Street/Park to neighborhoods
  - 7) A second east connection to neighborhoods
  - 8) Southeast connection to Hines Park.
- Constraints to viable connection to Hines Park at 7 Mile and River include the physical connection being in the right-of-way, the slope into the Johnson drain, and the existing utilities and signage within the area.
- Plan will provide the strongest and safest possible connection into Hines Park.
- Goal is to re-naturalize the riverbanks with a mixture of native plant types that can withstand periods of drought and also be inundated during rain events. Team expects to provide a mixture of native deciduous evergreen and ornamental trees along the upper banks of the river, serving to create a naturalized environment, stabilize the riverbanks and provide habitat for a wide range of wildlife.

Mr. Emerine said that in 2018 Sieber Kiest Engineering, along with King & MacGregor (now Barr Engineering) met with EGLE (Michigan Department of Environment, Great Lakes and Energy), and came up with the conceptual layout and conceptual cross section shown this evening. The everyday flows are intended to go into the 30' bankfull channel. The 90' flood zone is 3 times the 30' channel, and the channel opening (1:4 slopes) will be 160' wide.

Mr. Emerine described the CLOMR (Conditional Letter of Map Revision) and LOMR (Letter of Map Revision) process for changing the flood plain map. Ultimately, when the river was daylighted and

construction was complete, the idea was that the flood zone will stay completely within the banks of the river, and the final LOMR will be issued.

In response to questions from the Commission, the development team explained:

Regarding the daylighted river:

- For everyday flows, portions of the river will range from depths of 1' to about 4'. The idea was to mimic a natural channel, with pools and waterflow over the top of existing materials.
- A path will access the 90' foot wide flood zone; on a typical day someone could walk down by the 30' channel.

Commissioner Barry asked that the engineers look carefully at the design and grading that would allow people to walk by the 30' channel.

Commissioner Gaines supported allowing people to get close to the water, as long as it can be done safely.

Regarding the detention pond and stormwater management generally:

- The detention pond will meet the Wayne County criteria for slopes (1:5); a fence will not be required.
- The intention was to have a permanent 4-foot deep pool, with the storage volume set at the groundwater elevation line.
- A detention pond has an outlet; a retention pond does not. The ponds were designed to be detention ponds, with outflow at a restricted rate, in order to reduce flooding and to get sediment out of the river itself.
- The detention pond had not gotten bigger. It had been reshaped as the site plan evolved, and the sediment pond may ultimately end up in a different location.
- Mr. Emerine described the detention pond technology in some detail, explaining how the sediment pond has a permanent pool that filters out the sediment before releasing the water into the river, and how the detention pond technology helps manage water flows in heavy rain events, such as a 100-year flood event.
- There will be a maintenance schedule that includes mowing and sedimentation cleaning, as specified by Wayne County as part of the construction plans. Maintenance will be part of the development agreement.
- Mr. Wertheimer further explained that the pond would have one or two fountains, and be surrounded by landscaping. Maintenance would be an HOA (Homeowners Association) responsibility.
- The detention pond will service everything south of Beal. Everything north of Beal will have a series of underground detention ponds, with mechanical separators that perform the same function as a forebay.
- Mr. Emerine has been working with DPW Director Domine and OHM regarding the stormwater management north of Beal; the underground detention ponds will connect to a series of existing storm sewers near the corner of Griswold and Beal.

Regarding road widths:

- In response to questions regarding the private alleyways, the development team explained that the alleys on the backside of the single family homes will be one-way, 12' wide drives.

- Commissioner Barry asked DPW Director Domine to research whether the 22' street width was a Code requirement or a Fire Department preference.

Regarding general questions:

- The phrase “Design and Ownership Teams” referred to the Hunter Pasteur development team.

Presentation: Public Use Analysis of Northville Downs Central Park.

Utilizing a PowerPoint presentation, Study Group Members Kathy Spillane and Bob Hoida made the following points:

- Study Group’s focus:
  - To better understand the original proposed design, scope of work, and use intentions of the developer
  - To provide a list of preliminary issues and opportunities
  - To work with the City, DDA, Parks and Recreation to better understand preliminary project, operation and maintenance costs of proposed spaces and activities, and to understand the operational management options and responsibilities of involved parties.
- Study Group is considering recommending that the Parks and Recreation Department manage Central Park and River Park.
- Study Group reviewed research on successful public spaces.
  - The built environment contributes to people lingering in a space.
  - The Central Park could serve as a space for gathering/socializing, provide a sense of ownership and use for all residents, integrate and connect Northville neighborhoods, relieve potential future burden on Town Square, and be adaptable to meet current and future needs.
  - The space did not need to serve an economic role in terms of bringing in revenue.
- The Study Group looked at more than 20 events that currently occur in the City. Central Park was not necessary for most currently scheduled events. However, Central Park could be an alternative location for stage concert events, movie nights, etc.
- Findings/recommendations regarding Central park included the ability to provide infrastructure utilities for current and future uses including storage, providing a location for food and beverage trucks and kiosks, and providing furnishings that are harmonious with the downtown with items such as raised planters, metal sculptures, electrical outlets that allow lighting in trees, and so on. The Park could be considered for seasonal amenities and programming.

Evaluation comments:

- Central Park is about 3 times the size of Town Square.
- Positives regarding Central Park:
  - Well placed to connect spaces to Central Business District & DDA
  - Replaced north parking area with public plaza
  - Elements creating a civic identity, although these can be strengthened
  - Southern hardscape can accommodate seating for food truck rallies
- Concerns regarding Central Park:
  - Repetitive. Outwardly oriented
  - Linear promenade could be better integrated into the design
  - Lacks variety of gathering space types and scale
  - Lacks adequate hardscape for flexibility of uses
  - Safety and maintenance of steps

- Promenade could better identify as part of the park vs. a private walkway
- Quadrant 1 (next to Cady Street), most public space:
  - Extends public area
  - Potential gateway into downtown
  - Include utilities for food trucks
  - No need to include seating steps within this quadrant
  - Include moveable seating and amenities
  - Make adaptable for use with Quadrant 2
  - Should be a comfortable scale for everyday use
  - Consider permeable pavement
- Quadrant 2:
  - Equip space for gatherings, events or performances
  - Link to Q1 for combined functions
  - Winter activities such as an ice rink
  - Add hard surface/plaza area
  - Include utilities
  - Transition seating options, including edge seating. Consider alternatives to concrete seating.
  - Provide storage space
- Quadrant 3:
  - Transitioning to less public space
  - Add walking paths, garden spaces, etc.
  - Create a more park-like setting
  - Include spaces for smaller more intimate gatherings, include children’s play areas
  - Potential location for pavilion
  - Sloped edges as opposed to stepped edges
- Quadrant 4:
  - Because of stormwater management, there is an inability to put structures or large trees in this quadrant. Eliminate seating steps along the edges.
  - Remain as open space/lawn.
  - Use for small events
  - Equip with utilities for events, picnic tables, etc.
  - Use natural slopes
  - Consider adding utilities for food trucks.
- Ways to create atmosphere included such ideas as LED light sculptures, decorative tree lighting, banners, GFI receptacles located at the top of poles, festoon lighting, repurposing Northville Downs artifacts, public art, adult exercise equipment, and so on.
- Landscape design could be used for placemaking.
- Water features could be offered, such as splash pads or fountains, both of which had pros and cons.

Regarding next steps, the Study Group had started to identify some of the infrastructure required for the recommended items. Regarding having the parks being maintained and operated by the Park and Recreation Department, the current agreement between the City and the Township is that nothing will be added to the park inventory without Parks and Recreation Commission approval.

Commission discussion included:

- Would the Central Park complement Town Square or overpower it? Was there merit in having completely different experiences in the two spaces? Would some of the suggestions take away from the overall framework?

Ms. Spillane said there was concern about not duplicating the functions of existing public spaces such as the community center, library, and other public spaces where events and programming take place. They had benchmarked all of these.

One of the Study Group's goals was to integrate neighborhoods, and use Central Park as a space to draw people from the new neighborhoods and the existing neighborhoods, so people could get to know each other.

- Did the Study Group consider demographics of residents of the new development, in terms of age-appropriate activities?

Ms. Spillane said the Study Group did not spend a lot of time on demographics. They did talk about safety of children, and steps as a safety issue generally. Ford Field might be a better location for a noise-filled activity such as a splash pad. Quadrant 3 had opportunity for some play equipment.

Chair Tinberg called a short break at 8:49pm and recalled the meeting at 8:55pm.

#### Presentation: Report on the Log Cabin

Dan Stedem and Bill Stockhausen, Rouge River Restoration Task Force History Team, presented the following regarding the research, preservation and relocation of the log cabin currently located on the Downs site:

- It was a myth that the cabin was used as a "honeymoon cabin" as part of the public wedding promotion for the 1931 Wayne County Fair in Northville; the log cabin was built in 1936. The log cabin was never a "honeymoon cabin."
- The state-of-the-art log cabin was built in 1936 on a 1-acre parcel next to the Rouge River, and was owned by Mary Gilbert, a 65-year-old single retired kindergarten school teacher from Howell. The log cabin featured airlock logs, patented in Grayling MI that same year. These were hollowed out pre-shrunk logs, with no cracking, provided a consistent length, and did not require traditional chinking. The logs provided a finished look both inside and out, and had air insulation in each log as well as providing conduits for electrical and plumbing.
- The log cabin could possibly be the first cabin built with the airlock logs after the patent was granted.
- Mary Gilbert was a member of the Northville Women's National Farm and Garden Association, also formed in 1936 and which still exists today as the Northville Garden Club.
- Preservation, repurposing, and restoration of the cabin has become a focal point of the History Team. Hunter Pasteur has worked out a schedule and a detailed concept budget for preserving this piece of Northville history, and has promised 50/50 participation, up to \$125,000.
- "Grizzly Bob" Kenel, a log cabin expert working with the Team, thinks that the cabin can be moved as a whole and not reconstructed. He is ready to examine and give a true estimate of the work that needs to be done to the cabin, including providing a schedule and costs of ongoing maintenance into the future.

- The cabin is currently private property with tenants that wish not to be disturbed, so Mr. Kenel was unable to visit the property and provide a full and accurate estimate and assessment of the interior. Some of the bottom logs have rotted and deteriorated on the exterior, but Mr. Kenel does not think this a big deal. He thinks the cabin is very salvageable, and is of great value. He has worked with airlock logs before.
- The original cabin will be moved and restored while the breezeway addition and the garage will be removed.
- Potential uses could include an amenity center/museum in River Park, for Northville Downs or County Fair related history. If that is not possible, the cabin could possibly be used as a Recreation Department approved restroom facility in Ford Field.

In response to Commission questions, Mr. Stedem and Mr. Stockhausen gave the following information:

- Access to the log cabin would not be available until after the project was approved by City Council, and there was a closing date on the property.
- The house was located on its original site. Its address had been 318 River Street since 1936.
- The use of the cabin was always residential. The History Team had a list of all the owners from the 1940's.
- The cabin could potentially be used as a historic marker in River Park.
- It was unlikely the log cabin could be registered on the National Registry of Historic Places, because it was going to be moved.
- The History Team's preferred location would be for the log cabin to remain as close to the original site as possible. If moved to where the development team had shown on their schematic, the cabin might still qualify as being on the original site.
- Having an amenity center in River Park would be an extra expense for the City, whereas the City has already committed to having restrooms at Ford Field.

#### Presentation: Farmers Market Task Force

Susan Haifleigh reviewed the history of the Farmers' Market Task Force research, and made the following points:

- City Council met last week and reviewed the outcome of the strategic priorities survey that prioritized all of the capital projects that were created by the different task forces and commissions. The number one priority that came out of the survey was the acquisition of land for the Farmers Market. Number 5 on the priority list was for an indoor farmers market, with an event or multi-use space.
- The preferred location for the Farmers Market was privately owned (7 Mile and Main).
- Council Member Krenz did a study of parking needs for the Farmers Market, and discovered that the Farmers Market Task Force had been underestimating parking requirements.
- Sherry Watkins of the Michigan Farmers Market Association (MIFMA) has been working with Nancy Darga and Chamber Director Doug Wallace. Ms. Watkins feels the vision put forward in the original Task Force documents were viable.
- The Northville Farmers Market is regional, with 45 zip codes represented on a normal market day, and 76 zip codes on special days.
- The Farmers Market Task Force presented to the Chamber Board of Directors on April 14. The presentation was well received.
- The Township has offered Legacy Park land for the Farmers Market; the Chamber prefers that the Farmers Market remain in the City.

- Hunter Pasteur has offered two temporary locations for the Farmers Market through 2025. Because of parking needs, lack of public restrooms, and so on, neither location is optimum. There will also be construction on the development site during this time.
- The Task Force is focused on the site at 7 Mile and Main Street, which meets all the requirements for the Farmers Market, and provides regional connectivity.
- Meeting tomorrow with Nancy Darga, Ms. Haifleigh, Mr. Wallace, and Ms. Watkins of MIFMA to look at final requirements, to make sure land acquisition negotiations have integrity.
- Next steps were outlined on the PowerPoint, including tomorrow's meeting, land acquisition negotiations, meetings with stakeholders, developing a business plan, confirmation of the timeline through 2025, understanding environmental barriers on the proposed final site, developing the ownership model, and seeking funding options.
- Pending State Senate bill has \$45M for farmers markets.

In response to questions from the Commission, Ms. Haifleigh gave the following information:

- There were potential brownfield issues on the preferred site. Application for brownfield funds will depend on eventual ownership.
- They had looked at locating the Farmers Market in the downtown area, such as Town Square, or where there is parking behind the downtown buildings. However, the Farmers Market creates noise at 4:00am on the day of the Market as vendors unload, park, etc. Vendors also constantly replenish their products from their vehicles during the day. Town Square or anywhere downtown as a location for the Farmers Market would provide a nuisance to people who live and work in the area, and rated low on the scale for vendor use also.
- The Master Plan suggests the Farmers Market should be on the Downs site. Originally the Task Force looked at four locations within The Downs as potential Farmers Market sites. All were eventually discarded, as none met the requirements for the Market, especially the requirement for 4:00am set up. Even though some in the community felt the Market should be in The Downs development, there was not an appropriate space for it.
  - It was important to remember that the Chamber did not own the land of the current Market location.
  - The land acquisition team had looked at the existing building on the Downs Site and had also rejected it as a Market site.
  - Infrastructure requirements, which are not optional, included a flat hard surface, adequate vendor space (potentially both indoor as well as outdoor), parking and vendor truck accessibility, permanent restrooms, utilities, permanent storage and/or office for market management, and potential for event space.
  - Design and site selection requirements include connectivity to the City/prime visibility; easily accessible by vehicle, foot, bicycle; no aversion to early noise (4:00am); application of placemaking principles to create a hub of community activity (lingering); ability to plan and operate sustainably.
  - The above requirements were not met by any location on The Downs site.
  - The preferred site gave another link to the Riverwalk, and also presented the opportunity to clean up a potentially contaminated site.
- There was no consideration given to locate the market temporarily within the Township.

Memorandum regarding River Park design process



Chair Tinberg noted that the Commission had received a memorandum regarding the River Park Design Process from Nancy Darga, Chair of the Northville River Restoration Task Force, who was present to answer any questions.

Commissioner Kirk asked Ms. Darga to explain why the timeframe regarding the design process was important.

Ms. Darga made the following points:

- Getting through all the different administrative levels of permit review would take over 80 weeks, and there were many stakeholders to engage in the process, including Northville residents, the Parks and Recreation Commission, Friends of the Rouge, and the Water Resource Commissions from both Oakland and Wayne Counties.
- Once preliminary site plan review was complete, the design team could be immediately involved in coming up with a strategy as to how to best engage the public.
- While Ms. Darga did not like detention basins, there were ways to make detention basins look very natural and beautiful. However, the stormwater management needed to comply with the new Wayne County standards.
- The number one design purpose of River Park is stormwater management, including infiltration to improve water quality.
- The second design purpose is a to create a natural, passive environment with many trails, connections and viewpoints. This park would provide one of the most progressive bioswales in southeast Michigan.

Chair Tinberg asked if Ms. Darga's August deadline for site plan approval (as mentioned in the memorandum) was not met, would the ability to pursue grants, etc., be compromised?

Ms. Darga said she was worried about the \$2.5 million that the County was recommending to the American Rescue Plan. The grant requires the completion of the project by 2026, and there was always a glitch when working with water, which would likely add unexpected time to the process. It was important to be realistic regarding the timeline. If there was some way to handle the things that needed to be handled to finalize preliminary site plan review, that should be done. If there were things that could be tackled after preliminary site plan review, that should also be done, in order to move the process forward and provide a workable time frame to get the river project done.

Mr. Wertheimer added that they were only able to do the river restoration work May 1 through November 15. The 85 weeks of design permitting represented a lot of government bureaucracy to get through. If the development team could see the list of unresolved issues ahead of time, it would be helpful. As Mr. Hay had pointed out, many of the issues under the next topic will be handled by DPAC. The development team needed to have permits in place to be able to start daylighting the river May of 2024; the timeline was growing tighter.

Chair Tinberg thanked Ms. Darga for her time, expertise, and leadership in dealing with the river project. She also thanked everyone who had been involved in task force work and committee work.

Chair Tinberg led a brainstorming discussion regarding topics for deliberation at the next meeting relative to Parks, Public Spaces, and the Farmers Market. Topics brought out in discussion included:

Characteristics of the daylighted river

- Access to the river: public vs. perceived private control
- Review major pedestrian connections.
- What will the river ultimately look like?
- Outline constructability phasing: maintaining existing waterway flow, removing soil, maintaining access to the site.
- Information on the walking bridge and who will be maintaining it.
- Provide images for the ponds and fountains in the detention area.

#### Amenities in the River Park and other public areas

- Dialogue needed to take place regarding Central Park Committee ideas. Developer should bring their response to tonight's presentation. What parts of the presented ideas would work?
- Look at the parks from a child's perspective. Are the parks safe for children?
- Need to have utilities in the parks.
- What could be included for all age groups that will be using the public spaces?
- Public art – signature piece/photographic site that establishes a sense of place.
- Enhance the pedestrian path that runs along the east side of the park.
- Discuss pocket parks that are located throughout the development and on Center Street.
- What are the uses for the lineal park along the daylight river? Will it be about movement or will gathering places be provided?
- Discuss each quadrant of Central Park and then look at it holistically – how do they all connect?
- Future use planning – think long term especially regarding maintenance, especially of the hardscape.
- Integrate the promenade.
- How will this be paid for and maintained? What is the liability attached to the amenities?

#### Repurposing/relocation of the log cabin

- Location and appropriate use.
- Ownership and control, depending on location and use

#### Potential location and characteristics of the farmers market

- Come up with a collective statement as to why the Commission was supporting not following the Master Plan recommendation regarding Farmers Market location.

#### Other related items

- Understand scope of infrastructure improvements that would promote the plan for Central Park. What is the appetite of the developer for supporting that?
- Make sure that public knows public parks are public.
- Compare/overlap map that Nancy Darga and her team have put together regarding pathways connections with The Downs development. Can the Commission make recommendations to the developer based on this overlay?
- Get clarity regarding DPAC's role and responsibilities by the next meeting. How do all the pieces fit together regarding the City's entire review team?

In response to discussion, Planning Consultant Elmiger said the development agreement is not part of the preliminary site plan review. The Planning Commission did need to decide whether the public benefits and the requested deviations are balanced. Part of that decision involves knowing who is paying for what.

Planning Consultant Elmiger also suggested that the Planning Commission provide more direction to the developer as to what the Commission wanted, rather than just receiving ideas from the developer.

**9. OTHER PLANNING COMMISSION BUSINESS**

None

**10. ADJOURN**

**MOTION by Vollick, support by Barry** , to adjourn the meeting at 10:25 pm.

**Motion carried by voice vote.**

Respectfully submitted,  
Cheryl McGuire  
Recording Secretary

**Tracking the Planning Commission's Deliberations  
on the  
Downs PUD Application/Preliminary Site Plan**

<b>Topic</b>	<b>Deliberations</b>	<b>Public Comment</b>
Roads, Pathways, Connections	Concluded on 4/19/22	Received on 5/3/22
Residential and Commercial Land Uses and Locations	Concluded on 6/7/22	Received on 6/7/22
Architecture, Landscaping and Aesthetics	Concluded on 6/21/22	Received on 7/5/22
<b>Parks, Public Spaces, and the Farmers Market</b>	<b>Started on 7/5/22 and continuing on 7/19/22</b>	<b>Tentative on 8/3/22</b>
<i>Infrastructure, Financials, and Phasing</i>	<i>TBD</i>	<i>TBD</i>
<i>Summary Review and Recommendation to City Council</i>	<i>TBD</i>	<i>TBD</i>



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**MEMORANDUM**

**TO:** City of Northville Planning Commission

**FROM:** Sally M. Elmiger, AICP

**DATE:** July 13, 2022

**RE:** Other Reviewing Agency Descriptions – The Downs

We were asked to provide a summary describing the features of The Downs development project that will/may require outside agency review/approval. We define an “outside agency” as a group/individual that is other than the Planning Commission. As a reminder, the Planning Commission makes a recommendation to City Council on the PUD/Preliminary Site Plan; Council makes the final decision. Then, the Planning Commission makes the final decision on the Final Site Plan. The Final Site Plan could cover the entire project, or a just a portion of the project.

The table below provides a listing of outside agencies that will/may be involved in approving various aspects of the plans after Final Site Plan approval has been granted.

<b>Project Feature</b>	<b>Outside Approving Agency (Other than Planning Commission)</b>
Site Improvements within Historic District boundaries	Historic District Commission (HDC)
Environmental Remediation	Michigan Department of Environment Great Lakes and Energy (EGLE) (Likely, but not necessarily)
Parks	Northville Parks & Recreation Commission
	City Council
Farmers Market	Chamber of Commerce
Daylighting River	Federal Emergency Management Agency (FEMA)
	EGLE
	Wayne County Drain Commissioner
	Army Corp of Engineers/EPA (possibly)
Utilities	EGLE
	Wayne County (Connections to Wayne Co. water main/sewer interceptors, stormwater management, soil erosion)
	City of Northville (DPW Director, assisted by OHM)
Roads	Wayne County Road Commission (roads under their jurisdiction)
	City of Northville (DPW Director, assisted by OHM, for roads under the City’s jurisdiction)
Buildings within Historic District Boundaries	HDC
All Buildings	City of Northville (Building Official, assisted by Code Enforcement Services)

Project Feature	Outside Approving Agency (Other than Planning Commission)
Construction Code Oversight – All aspects of project for code compliance in all trades	City of Northville (Code Enforcement Services, with assistance of Building Official)

**What Happens After Final Site Plan Review?**

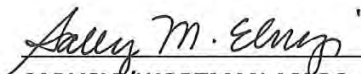
The construction process will depend on the features approved in the Final Site Plan, and the phasing schedule. But in general, the order of activities includes the following:

1. Development team prepares Final engineering drawings; reviewed and approved by DPW Director/City Engineer.
2. Development team obtains outside agency permits for site/utility improvements.
3. Pre-construction meetings held with City, Code Enforcement Services, outside agencies, and development team.
4. Begin construction on site work, roads, utilities, etc. Inspected for code compliance by Code Enforcement Services.
5. Development team prepares construction drawings for building permits; reviewed & approved by Building Official/Outside Plan Reviewer.
6. Pre-construction meetings held with City, Code Enforcement Services, outside agencies, and development team.
7. Development team obtains building permits.
8. Begin building construction. Inspected for code compliance by Code Enforcement Services.

Clearly, this is a very simple description of a very complex process. It is intended to assist those without experience in land development in the general steps that occur during a typical project.

Also, attached to this memo is a description of the Downs Project Advisory Committee (DPAC), and its charge. This memo was prepared for City Council consideration by the City Manager. We also attached the Council meeting minutes where the DPAC was approved.

Please don't hesitate to contact me if you have any questions.

  
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CARLISLE/WORTMAN ASSOC., INC.  
Sally M. Elmiger, AICP, LEED AP  
Principal

Cc: Patrick Sullivan  
Dianne Massa

# ~ City of Northville ~

## **Council Communications**

**To:** Mayor and City Council  
**From:** Pat Sullivan, City Manager  
**Date:** February 7, 2021  
**Subject:** Creation of Downs Project Advisory Committee

### **Background**

The developers of the Downs Planned Unit Development are proposing several public benefits as is required by our PUD ordinance. The developers are proposing a public/private partnership arrangement to fund the public improvements. Potential sources of funding identified to date include Brownfield tax increment financing, a development agreement with the DDA to capture new tax revenue within their boundaries and grants and contributions by the developer.

Since decisions about these proposed funding sources involve several different boards and commissions within the City, a mechanism is needed to reach an acceptable financing proposal between the City and the developer. The Planning Commission needs to know there is a reliable financing plan in order to establish that adequate public benefits will be provided as required by the ordinance. The DDA needs to be involved if DDA tax revenues are to be captured for the plan. The Brownfield Redevelopment Authority will be asked to come up with most of the funding, through a Brownfield TIF. There are environmental and walkability improvements that need to be made as part of the redevelopment. The City Council will need to approve a development agreement that includes all of the aspects mentioned above.

In order to have input from all of the bodies which will be involved in making these decisions, and in order to have a group that can analyze the detailed financial arrangements required and recommend an acceptable plan back to the bodies which will consider approval, it is recommended that a Downs Project Advisory Committee be formed. It is recommended that the committee be comprised of: The Mayor and the chairs of the Planning Commission, Brownfield Redevelopment Authority, Downtown Development Authority and the Sustainability Committee. Should any of these bodies select new chairpersons, that new chairperson would assume a seat on the DPAC.

### **Recommendation**

It is recommended that Mayor Brian Turnbull, Planning Commission Chair Donna Tinberg, Brownfield Redevelopment Authority Chair Pat McGow, Downtown Development Authority Chair Shawn Riley, and Sustainability Committee Chair Dave Gutman be appointed to the Downs Project Advisory Committee.

**Recommended Motion**

Move to appoint Mayor Turnbull, Planning Commission Chair Donna Tinberg, Brownfield Redevelopment Authority Chair Pat McGow, Downtown Development Authority Chair Shawn Riley, and Sustainability Committee Chair Dave Gutman to the Downs Project Advisory Committee.

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DEPARTMENT

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CITY MANAGER



**Motion Krenz, seconded by Moroski-Browne** to approve the proposal from Vettraino Consulting and Double Haul Solutions for strategic planning services for the City of Northville at a cost not to exceed \$6,985. **Motion carried unanimously.**

## **B. Creation of The Downs Project Advisory Committee**

The developers of The Downs Planned Unit Development (PUD) are proposing several public benefits as required by the City of Northville’s PUD ordinance. The developers are proposing a public/private partnership arrangement to fund the public improvements. Potential sources of funding identified to date include Brownfield Tax Increment Financing (TIF), a development agreement with the Downtown Development Authority (DDA) to capture new tax revenue within their boundaries, and grants and contributions by the developer.

Since decisions about these proposed funding sources involve several different boards and commissions within the City, a mechanism is needed to reach an acceptable financing proposal between the City and the developer. The Planning Commission needs to know there is a reliable financing plan in order to establish that adequate public benefits will be provided as required by the ordinance. The DDA needs to be involved if DDA tax revenues are to be captured for the plan. The Brownfield Redevelopment Authority will be asked to come up with most of the funding, through a Brownfield TIF. There are environmental and walkability improvements that need to be made as part of the redevelopment. City Council will need to approve a development agreement that includes all of these aspects.

In order to have input from all of the bodies which will be involved in making these decisions, and in order to have a group that can analyze the detailed financial arrangements required and recommend an acceptable plan back to the bodies which will consider approval, it was recommended that a Downs Project Advisory Committee (DPAC) be formed. It was also recommended that the Committee be comprised of the Mayor, along with the Chairpersons of the Planning Commission, Brownfield Redevelopment Authority, Downtown Development Authority, and Sustainability Committee. Should any of these bodies select a new chairperson, the new chairperson would assume a seat on the DPAC.

### City Council Discussion:

- Comments from Council supported the formation of DPAC.
- In response to a question on which member of DPAC would represent the interests of the Farmers Market, it was explained that the Foundation that owns the identified Farmers Market site is very interested in that site being the location of the Farmers Market. They are also interested in certain environmental and connectivity improvements that would be made as part of The Downs plan. The Planning Commission would represent the Farmers Market interests as those items will or will not be a part of the plan. That will answer the plan on whether that is the site for the Farmers Market. The Sustainability Team would also be an advocate for the Farmers Market.
- While there was support in the formation of DPAC and the members identified, it was pointed out that DPAC is an advisory committee, and it does not have decision-making authority. The authority for decisions lies with the groups of which it is composed. City Council is not creating another public body that would circumvent the responsibilities of those organizations or cause any confusion by having another group making decisions or defining outcomes.
- Comments from Council noted that the background statement in the Council Communication defines DPAC’s parameters. It notes that DPAC, is a group that will “...recommend an acceptable

plan back to the bodies which will consider approval...” City Council wanted the parameters revised to state that DPAC will “...recommend an acceptable plan back to the bodies which will consider these recommendations.” It was noted that, after considering any DPAC recommendation, the bodies DPAC is comprised of may or may not approve them.

City Administration also explained that, because the DPAC is advisory, the Committee will take information from those bodies, pare that information, and go back to their respective bodies and have dialog to make sure that DPAC is working toward a plan that is acceptable to those bodies.

- Discussion ensued pertaining to the belief that information given to DPAC should be information that has already flowed through the original bodies. It is not input from all the bodies if the bodies have not previously seen the information and given its input and feedback.

City Administration noted that in general, this will happen, and it will take place prior to DPAC meeting. DPAC will get involved in issues such as the details of how this development agreement is put together. It may need to work with an attorney to develop the financial guarantees to ensure the developer is committed to build certain phases of the public improvements before moving on to the next construction phase. This would be a level of detail that might not be discussed first at the Planning Commission or other body level. DPAC will get into detailed discussion in order to advance the general ideas that come from the boards and commissions.

A comment from Council pointed out that the concern is that information that DPAC is given should be information that has already flowed through the bodies. The concern is not the issues that DPAC will be discuss. “Information” is different than “issues.” Caution is needed so that DPAC does not undermine the authority of the boards and commissions.

- It was noted that it is the Sustainability “Team” Chair and not the Sustainability “Committee” Chair that is proposed for appointment to the DPAC.
- In response to a question from Council, it was clarified that if the Chair cannot attend the DPAC meeting, the Vice-Chair or designee of the Chair would attend as the alternate. This ensures that all of the bodies are represented at each DPAC meeting.
- Discussion ensued pertaining to why Rouge River Restoration Task Force Chair Nancy Darga was not recommended for appointment to DPAC. Much of the work related to the public and private grants has been done by Darga. She also brings a lot of background and knowledge that would benefit DPAC. A separate comment from Council spoke of the desire to have an odd number of members on DPAC to avoid a tie vote. The Sustainability Team Chair is familiar with what is going on with River Walk, Ford Field, and the Farmers Market Task Forces and could represent all of the Task Forces. Other comments from Council were supportive of adding Darga to DPAC, and not concerned about the odd/even number of members, or tie votes. DPAC is an advisory committee that is making recommendations, not decisions.
- A comment from Council noted that there are three Task Forces that have put in a tremendous amount of work. Council is discussing adding the River Walk Chair, and it was questioned should the Farmers Market and Ford Field Task Force Chairs also be added to DPAC. Other comments pointed out that Farmers Market is being represented by the Sustainability Team Chair. The Ford Field Task Force completed its work and decided to wrap their efforts into the Rouge River Restoration Framework Plan. If Darga was appointed, she would also represent the Ford Field Task Force.

Dave Gutman, 903 Spring Dr., Northville Township, spoke in support of having Nancy Darga appointed to DPAC. Darga is well-versed with River Walk, she has experience with grants and foundations and

fundraising, understands the various funding mechanisms, and brings 12 years of experience as a former Councilmember and Mayor Pro Tem.

Jim Koster, 204 St. Lawrence Blvd., asked for confirmation that the public benefit of The Downs plans is the portion that DPAC will be looking at. It was responded yes, and that DPAC will look at how to come up with a public and private financing plan that funds the public improvements, along with infrastructure and remediation of contaminated sites. This is being reviewed and discussed by the Planning Commission. Koster stated that, in his experience, the developer likely will not honor his responsibility to the public benefit portion of the project. He has a specific timeline for completing the construction phases and that will be the priority. It was explained that making certain the public benefit portion of the project is completed is one of the items DPAC will address when creating the proposed development agreement.

When asked by City Council, Darga said she would be willing to serve on the DPAC.

**Motion Moroski-Browne, seconded by Carter** to appoint Mayor Turnbull, Planning Commission Chair Donna Tinberg, Brownfield Redevelopment Authority Chair Pat McGow, Downtown Development Authority Chair Shawn Riley, Sustainability Team Chair Dave Gutman, and Rouge River Restoration Task Force Chair Nancy Darga to the Downs Project Advisory Committee (DPAC). **Roll Call Vote. Yes: Carter, Krenz, Moroski-Browne, Price, Turnbull. No: None. Motion carried.**

### **C. Contract Award for Water System Leak Detection Service**

Since 1997, an annual leak detection survey has been performed on the City of Northville’s water distribution system. This type of survey has been successful in locating at least one or more leaks in the water system each time it was undertaken. Reducing water loss is a high priority to the City and an annual leak detection survey is the best tool to accurately determine underground leaks so repairs can be performed on the water system.

Though the City’s water distribution system’s water loss is down from an average of 24% a few years ago to under 16% this past year, it is recommended that another leak detection survey be performed to assure that the system remains as tight as it can possibly be. Quotes were requested, with two of the three firms responding with pricing as follows:

Aqua-Line (Findlay, OH)	\$5,331
American Leak Detection ( New Haven, CT)	\$9,000

After reviewing the quotes from the above listed firms, Staff is recommending that the quote submitted by Aqua-Line be accepted. Aqua-Line has performed this service for the City in the past, and has helped the City pinpoint water loss within the system. The City of Northville’s water system totals approximately 35 miles in watermains.

Funding for this activity has been included in the City’s approved FY 2022 Water Fund budget. One Department of Public Works (DPW) employee will work with the Aqua-Line during what is anticipated to be a two-day process. Should the survey identify significant leaks in the system, City staff will schedule repair work as necessary to repair the system.

City Council Discussion: In response to questions from Council, Staff explained that a realistic water loss goal is 10-15% water loss. It was noted the water meter replacement program helped with reducing the



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**MEMORANDUM**

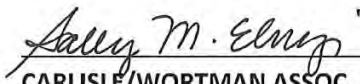
**TO:** City of Northville Planning Commission  
**FROM:** Sally M. Elmiger, AICP  
**DATE:** July 13, 2022  
**RE:** Draft list of Outstanding Items – The Downs Project

We were asked to review the Planning Commission's discussions of the five topic categories for The Downs project, and provide a list of the remaining outstanding issues.

The attached list are items we have identified where the Planning Commission:

- a. Didn't reach consensus
- b. Requested that additional information be provided
- c. Identified as future studies to be pursued by the city

If the Commissioners have items to add to this list, we will revise as needed and re-submit.

  
\_\_\_\_\_  
CARLISLE/WORTMAN ASSOC., INC.  
Sally M. Elmiger, AICP, LEED AP  
Principal

Cc: Patrick Sullivan  
Dianne Massa

## **DRAFT Outstanding Planning Commission Discussion Topics**

### The Downs Project

The items below represent issues on The Downs Preliminary Site Plan that the Planning Commission:

- a. Didn't reach consensus
- b. Requested that additional information be provided
- c. Identified as future studies to be pursued by the city

This list does not identify the changes requested by the Planning Commission to the Preliminary Site Plan.

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#### **Topic I: Roads, Pathways, Connections and Parking**

- Impacts to River St. City and developer to work together to address impacts to River St.
- Street ecosystems. On hold.
- See illustration of actual roundabout, including pedestrian/bicycle facilities, wayfinding signage, landscaping at Final Site Plan.

##### Future City/Planning Commission Studies

- Realignment of E. Cady St. to S. Main St.
- Monitor traffic functioning of N. Center/Randolph St. intersection, and S. Center/E. Cady St. intersection. Re-assess after project has been built.
- Conduct a parking study of lots in/around downtown to determine if parking is sufficient. Conducted by DDA Committee (??).

#### **Topic II: Residential/Commercial Land Uses and Locations**

- Most PC members okay with proposed SF/MF mix; however, want to see more diversity along street frontages (similar to that shown on Griswold).
- Provide table showing differences between housing products (price points, buyer, difference between floor plans, etc.). This information was requested for the Preliminary Site Plan stage.

#### **Topic III: Parks, Public Spaces, and the Farmers Market**

- To be discussed at 7/19 Planning Commission meeting

#### **Topic IV: Architecture, Landscaping, and Aesthetics**

- Architectural materiality/details: PC expects more details at Final Site Plan review
- Provide "fly over" or other renderings to enable Commissioners to visualize new buildings in context/both sides of street. Also requested as part of land use discussion. (Note: Applicant stated that they are working on this request.)
- Break up building styles along S. Center St. (like on Griswold).
- Building architecture to lead/be incorporated into gateway design.
- Include "nod" to horse racing heritage in Final Site Plan

#### **Topic V: Infrastructure, Financials, and Phasing**

- To be discussed at future Planning Commission meeting