

**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Regular Meeting of the DDA Board**  
**September 15, 2020**  
**Zoom Meeting**

The regular meeting of the DDA Board was called to order at 8:00 a.m.

**ROLL CALL**

**Present:** *Mayor Brian Turnbull, Carolann Ayers, DJ Boyd, Margene Buckhave, John Casey, Aaron Cozart, Jim Long, Ryan McKindles, Greg Presley, Shawn Riley, Mary Starring*

**Absent:**

**Also Present:** *Patrick Sullivan/City Manager, Lori Ward/DDA Executive Director, Jeri Johnson/Marketing & Communications Director, Marilyn Price/City Council, Dave Gutman/Resident, Fred Sheill/Resident, Jeremy Goodman/Resident, Barbara Morowski-Brown/City Council, Kyle Mattson*

**AUDIENCE COMMENTS**

None

**APPROVAL OF AGENDA AND CONSENT AGENDA**

Consent Agenda:

- a. August 2020 DDA Financial Statement
- b. August 2020 Invoice Report
- c. July 28, 2020 Meeting Minutes

Long stated that he believes the July 28<sup>th</sup> minutes should have been listed as the August 18<sup>th</sup> minutes. Long believed his parking credit moratorium motion was left out of the minutes. Ward pointed out that in the July 28<sup>th</sup> minutes it references that the parking moratorium would be discussed further at the August 18<sup>th</sup> Board meeting. Johnson confirmed that the attached minutes are from July 28<sup>th</sup> and stated she was still working on the August 18<sup>th</sup> minutes that will be included on the consent agenda at next month's meeting. Long disagreed and said he received a tape of the August 18<sup>th</sup> minutes from Michelle Massel. Ward suggested we pull these meeting minutes from Consent Agenda and look into the issue.

**Motion by Boyd, seconded by Starring** to approve the August 2020 DDA Financial Statement and the August 2020 Invoice report but removing the July 28<sup>th</sup> Meeting Minutes (item 4.c) from the Consent Agenda approval. **Motion carries unanimously.**

## **PARKING MORATORIUM**

Ward said the DDA's Economic Development Committee (EDC) recently participated in the review of the proposed project at 150 – 156 N. Center Street. The EDC was impressed with the thoughtful development approach and the use of historic references through the design process. The mix of uses in the project were both products needed in Downtown and are consistent with the goals of the 2006 and 2017 Strategic Plan for Downtown Northville.

While the EDC was generally supportive of the project, the Committee expressed concern with the burden this development may put on the parking lot at the rear of the building. The primary concern of the Committee is the impact that overnight residents have on the parking lots. Tenants are allowed to park in one spot all day and all night and are not required to move under our current ordinance, as opposed to retail other uses that are time limited.

At the request of the EDC, the DDA placed the issue on their August agenda to discuss how collectively we might address this issuing of future residential development and the impact that it may have on parking going forward. The DDA met on August 18th and discussed both the desire to see additional residential development in downtown and to reduce the negative impact that residential development is currently having on downtown parking. DDA vote unanimously to request that City Council put into effect a 90-day moratorium on the issuance of all overnight parking permits to provide time for review of the issue. The DDA did not ask for a moratorium on the sale of parking credits because they were concerned that with the pandemic, there may be first floor use that may change and the moratorium would halt the sale of parking credits in this instance. The DDA felt that it was important during this uncertain time to be flexible and responsive to changes in the business mix.

This item was discussed at the September Executive Committee meeting and the Executive Committee asked that it be returned to the DDA Board for clarification. The audio tapes from the meeting indicate that the motion made was to request a moratorium for 90 of the sale of overnight parking permits. The Executive Committee felt that the intent of the DDA Board was to request a 90 moratorium on the sale of parking credits. DDA staff is seeking clarification before the moratorium request is submitted to City Council for action.

Long said he made the motion and he felt it was important that if a new business moves into town and requests a change of use for their property that they would be able to get the parking credits they need without having to wait the 90 days. Long said it is overnight parking that is the concern. Ayers said her understanding was an overnight parking permit was requested through the police and wasn't a designated permanent spot. Ward said that is correct, parking credits and overnight parking permits are two different requests. Ward said there are designated areas in each of the surface parking lots for overnight parking. The Executive Committee requested clarification because they felt there was some confusion when the motion was passed. Casey questioned whether a developer needed to purchase parking credits for their condos/apartments before they do the project. Ward said they would have to purchase the parking credits in

advance. Casey believes the confusion stems from a new developer still being able to purchase parking credits for their tenants but they couldn't apply to the police for overnight parking permits. Long stated he was not confused and made the motion only for overnight parking permits. He does not feel this should be revisited after the previous motion passed unanimously. Sullivan said that the motion was clear but if the intent was to stop developers from building new residential units this motion would not stop construction. The developer would be able to purchase the necessary parking credits for the tenants but would not be able to get them overnight permits. Sullivan also stated that overnight parking permits are issued for all downtown living so if someone new moves in to an existing apartment they would not be able to purchase a permit. Kids come home from college request permits to park on the street. Sullivan said to limit it to newly built square footage that requires parking permits and that way it would not affect existing residential units. Long felt we already lost 30 days since we did not act on his motion and create necessary modifications in the new committee. Long feels a new motion will need to be made since the previous motion can't be amended.

**Motion by Boyd, seconded by Casey** to establish a parking credit moratorium for 90 days within the DDA boundaries to be applied to new construction which does not include existing spaces within the existing footprint of buildings. **Motion carries unanimously.**

#### **SOCIAL DISTRICT UPDATE**

Ward said we were included in the original 10 cities that were granted Social Districts in the State of Michigan and now there are 13. Several of the Northville restaurants (8) have the 204a extended outdoor dining permits, 7 restaurants have the Social District permit and 3 are licensed for having 2<sup>nd</sup> outdoor bars. Ward said the DDA had 2000 postcards created to hand out to participating restaurants. The postcard has all The Twist rules and Social District map. Los Tres Amigos has requested to join the Social District so Ward will be going to City Council to have them added to the list because they now meet all the qualifications of the District. City Council voted to extend the special event application and outdoor dining through March 1, 2021.

#### **COMMITTEE INFORMATION AND UPDATE**

*a. Design Committee:*

Boyd said the Design Committee has not met recently.

*b. Marketing Committee:*

Riley highlighted the Mill Race wedding package program for \$1,000, it has been promoted on the local news.

*c. Parking Committee:*

Casey referred to the previous discussion as his report. The new committee will start meeting as soon as the moratorium has been approved by City Council.

d. *Organizational Committee:*

Ayers said the Organizational Committee has not met but a meeting has been scheduled and they will report back at the October DDA meeting.

e. *Economic Development Committee:*

Cozart said the committee has not met. Cozart will reach out to Casey to see how the EDC can assist with the newly formed parking committee to look at parking credits and overnight permits.

#### **FUTURE MEETINGS/ IMPORTANT DATES**

- a. Economic Development Committee- TBD
- b. Marketing Committee Meeting – October 1, 2020
- c. Design Committee Meeting – October 12, 2020
- d. Executive Committee Meeting – October 14, 2020
- e. DDA Board Meeting – October 20, 2020
- f. Parking Committee Meeting - TBD

#### **BOARD AND STAFF COMMUNICATION**

Ward said a resident requested the Clock Tower chimes be turned off because it is the worst collection of tunes, they have ever heard. Ward asked the Board if that was something we should pursue? The Board said to leave the Clock Tower chimes as they are.

Long requested an in-person meeting for the parking committee in the City Hall Council room. Long felt there would be ample space to spread out. Sullivan said it is possible but was concerned about how many audience members may attend. Casey said we will see how many attend the first meeting via Zoom and we can then decide where to meet at future meetings.

The next DDA Board meeting is scheduled for October 20, 2020.

**Motion by Turnbull, seconded by Starring** to adjourn the DDA Board meeting.  
**Motion carried unanimously.**

**Meeting adjourned at 9:16 am**

Respectfully submitted,  
Jeri Johnson, Marketing and Communications Director  
Northville DDA