



BURTON, MICHIGAN

DRAFT

BURTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

OCTOBER 20, 2014

MINUTES

Council Chambers

Regular Meeting

8:30 AM

**4303 S. CENTER ROAD
BURTON, MI 48519**

This meeting was opened by Commissioner Steve Coates at 9:05 AM.

A. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Joey Richvalsky	Chairman	Present	
Steve Coates	Commissioner	Present	
James Paulus	Commissioner	Absent	
Pat Gilmore	Commissioner	Absent	
Gregory Fenner	Commissioner	Present	
Larry Stapleton	Commissioner	Present	
Laurie Moncrieff	Commissioner	Absent	
Bob Patterson	Commissioner	Absent	

B. STAFF PRESENT

Paula Zelenko, Mayor
Lindsay Young, Clerk Typist

C. ADMINISTRATIVE REPORT

None.

D. PRESENTATION

1. Review Visioning Plan

Lisa Easterwood of Fleis & Vandenbrink presented the Draft version of the Visioning Plan and guidebook. She stated that they will then have a 30 day review period. She explained that the whole plan is based on Place-making.

Harry Wierenga of Fleis & Vandenbrink spoke in regards to project phasing and explained each process. He spoke in reference to traffic calming devices within the scope of the plan.

Ms. Easterwood went over the design guidelines and emphasized that all new developments and enhancements to the district should follow certain standards and the district image. She stated how important the gateways into the City are and how important it is to make them visually appealing and for each to have a special feature. It is up to the City to add restrictions into code. She went over the four points of Place-making, including government policy and enablement, branding and identity, marketing and promotion incentives, and infrastructure and development.

Mr. Wierenga spoke in reference to various grants and encouraged the City to stay on top of all funding opportunities.

Ms. Easterwood said they will now enter the one month review process. Then they will have final comments and recommendation which will go to the City Council for approval in November. The plan will be adopted in December and they will start task assignments in January.

Mr. Fenner asked about closing some of the streets.

Mr. Wierenga said a traffic study will tell, but closing streets normally leads to public outcry.

Ms. Easterwood said she went over this concept with the traffic engineer and he said this approach is the least invasive with the greatest impact. She also said that boulevards were voted most liked in the visual preference survey.

Mr. Coates asked who initiates a traffic study and who implements the plan once it has been approved.

Mayor Zelenko said she is looking for the Board to be the drivers in this and then let the Administration know what we need to do.

Ms. Easterwood said a traffic consultant will need to understand the goals and concept of the plan. She said she would like to get feedback in two weeks and would like to see the Draft plan be posted to the website.

A Special meeting was set for November 3, 2014 at 8:30 a.m.

E. BOARD RECOMMENDATION AND/OR ACTION

1. Discussion of Back to the Bricks Event

No discussion on Back to the Bricks.

2. Any other business that comes before the board

Mr. Coates welcomed back Joey Richvalsky. He also asked about the utility poles.

Mayor Zelenko said they are waiting on Consumer's Energy and the waterlines down Saginaw Street will be done by the time this project is ready to begin.

Mr. Fenner said he spoke to some of the DPW workers who said the waterlines would be under the sidewalks.

Mr. Wierenga said underground work provides an opportunity to make improvements above.



SCHEDULED

AGENDA ITEM (ID # 1216)

DOC ID: 1216

Review Visioning Plan

HISTORY:

09/15/14 **Downtown Development Authority**
Next: 10/20/14

MEETING CANCELLED



SCHEDULED

AGENDA ITEM (ID # 1181)

DOC ID: 1181

Discussion of Back to the Bricks Event

HISTORY:

09/15/14 **Downtown Development Authority**
Next: 10/20/14

MEETING CANCELLED



SCHEDULED

AGENDA ITEM (ID # 1217)

DOC ID: 1217

Any other business that comes before the board

HISTORY:

09/15/14 **Downtown Development Authority**
Next: 10/20/14

MEETING CANCELLED