

## MASTER PLAN REVIEW COMMITTEE

July 7, 2015

### MEETING MINUTES

The Master Plan Review Committee meeting was called to order by Councilman Dan Fritz at 7:00pm.

PRESENT AT ROLL CALL: Mrs. Jenny Burke, Mr. David Cooper, Mrs. Robin Cooper, Councilman Dan Fritz, Mrs. Sibyl McBride, Mr. Sam Steinhouse

ABSENT: Mr. David Haines, Ms. Molly McCreadie

Also Present: Mayor Susan Renda, Sherri Arrietta, Clerk of Council, Steve Richman, Council President, Gary Sherck, Councilman

#### **Distribute Contact Information**

Mr. Fritz passed around a sheet for everyone to provide their preferred contact information on. Mr. Fritz asked if everyone agreed to share their contact information within this committee and with McKenna Associates so that they can orchestrate future meetings. All members were in agreement.

Mayor Renda informed the members that she and Mr. Fritz looked at the Village map and chose representatives from different areas of the Village, with different age demographics to serve on this committee. Mr. Fritz stated that David Haines is also on this committee but unfortunately could not make it this evening.

#### **Designate Meeting Dates & Times**

Mr. Fritz stated that they will not schedule any future meetings at this point; he stated that he will defer to John Jackson with McKenna Associates to do so. He stated that Mr. Jackson has requested ideal dates and times from everyone, which will be provided to him, since Mr. Jackson will be facilitating all future meetings (4 total).

#### **Time Frame for Review**

Mr. Fritz stated that he just wanted to inform everyone that McKenna Associates came highly recommended; they have worked with several communities in Ohio. He stated that our Village Engineer, Jeff Filarski, has worked with them and he highly recommended them as well.

Mr. Fritz stated that in McKenna's proposal, they have a time period of 8 months designated to update our Comprehensive Land Use Study; it was last updated in 2003. In 2010 there was a minor update done regarding Issue 88, which the voters overwhelmingly passed. The 8-month time frame is from the first meeting through the potential adoption by the Planning Commission and by Council. If there are any significant recommendations by this committee that would require changes to the Zoning Code, it would also need to go to the voters. Their proposal also shows a total of 4 meetings of this committee, with the first one being within the next 30 days. Mr. Fritz asked that the members please review the 2003 Comprehensive Land Use Plan between now and then.

McKenna Associates will work with Village staff and with the county on updating the demographics and land availability so that we can have those new numbers for the first meeting. In the meantime, Mr. Fritz asked that the members give some thought, from their perspective, as to what they like about Moreland Hills, what things they would like to stay the same, and any new considerations that residents of Moreland Hills can benefit from. He stated that they should think about what is it that they would like to protect what they would like to change about Moreland Hills. These are the things that McKenna will need to know in order to help take us through this process, so it will be helpful to have those ideas, thoughts, and questions prepared for the first meeting with McKenna.

Mrs. Burke asked if the members will receive the updated demographics before or after the next meeting. Mr. Fritz stated that he was unsure but will find that out when he speaks with Mr. Jackson tomorrow. Mr. Steinhouse asked about a potential timeline if something were to be required to be placed on the ballot for voters. Mr. Fritz stated that it is a valid concern, but for now we should put that on the backburner.

### **Discuss Overview of Master Plan/Process**

Mr. Fritz stated that the reason why communities do Comprehensive Land Use studies is so that they have up to date figures as it relates to environmental concerns, changes in demographics, changes in the trades, etc. Some states require that an update is done in a certain amount of time; for example, Michigan requires that an update be done every 5 years. A lot has changed in Moreland Hills in 10 years, so it is definitely time for an update. The reason why they are done is because these plans play a very important role as a tool to use to help focus on the future vision of the community.

There are several areas with large lots, such as Hiram House Camp and Chagrin Valley Country Club that we need to determine what we would want in their place, if they were to ever leave; do we want it to fall under the two-acre zoning requirement.

What came out of the last study was something called “conservation development” and it was adopted by council. It requires that there be 10 contiguous acres with either one or several owners (from one entity). In order to work within our topographical constraints, we have allowed conservation easements which pull homes closer together but still maintains the density of the property. Not only was this environmentally friendly but from a legal standpoint it prevented any potential issues with developers, since it shows that the Village is willing to work with interested parties as far as developing is concerned. We also created strict regulations for not developing in the riparian corridors because of our environmental concerns.

Mr. Fritz stated that the overview of the master plan process includes focus groups that McKenna will assemble and will use input from this committee. McKenna also has what they call the “mind mixer” which gives us the ability to get the information out online and where residents can also comment/give their input on the ideas being discussed. McKenna also has other items listed such as; public engagements, community workshops, and focus groups. Village maps will be updated as an end result of the study. The “Moreland Hills 2025 Plan” takes vision from this committee and gets our thoughts and concerns for 10 years from now. Therefore, discussions within this committee should be focused around ideas such as; what potential can certain areas of land have in the future, do the commercial areas meet our satisfaction, and any ideas concerning aging in place, to name a few. Mr. Fritz explained that the purpose is not to force a use in a vacant space but rather to look for something to accommodate that space under our current zoning guidelines.

Mayor Renda stated that she also wanted the members to Google “bungalow courts.” She stated that Mr. Jackson had suggested that they look into that because one of the ideas that inspired the Master Plan update was the aging population in the Village and whether we can accommodate “aging in place.” Mayor Renda stated that when she and Mr. Fritz spoke with Mr. Jackson, he looked at our maps and said that there is an interesting concept which has been around since the early 1900’s and then suggested that we look into that concept. Mr. Jackson’s thought was that the Village has some neighborhoods or streets where lots are smaller. If a developer could get a certain amount of acres, would the Village then be interested in the “bungalow courts” concept, which would be individual houses on one floor, surrounded by a courtyard to create a “neighborhood.”

Mayor Renda stated that that is not only thing this committee should be looking at but it is one concept that keeps coming up in conversations with others, so she stated that they should be open to that. Mr. Fritz informed the members that just recently there was a request brought before the Planning Commission for an addition to their house so that the resident's daughter and son-in-law could move in to help take care of her. He stated that there is definitely a beginning trend of "aging in place."

Mayor Renda stated that this is a brainstorming group so the members should feel free to throw out any ideas; be open minded and creative. Mrs. McBride asked if they would be restrictive in their thinking because of septic systems. Mayor Renda stated that sewer systems actually do dictate a lot of zoning and septic systems require a certain amount of land. With that being said, there are houses that are on smaller lots and do have septic systems. Mayor Renda stated that we cherish our 2 acre zoning in the Village, but there are many lots that do not meet the two-acre minimum because they were grandfathered in, which is great because we have to embrace everything about the Village. She stated that going forward, our Village Engineer will attend the meetings and he will inform them about where access to sewer lines are, where there could be access, and areas where there cannot be access.

Mrs. Richards asked if it was the State of Michigan's policy for the plan to be updated every five years or McKenna's policy, and if so, are we locked in for an update in another five years. Mayor Renda stated that is Michigan's State law, but many charters in local municipalities do require updates be done every so often. If we did do it again in five years, it would not necessarily be to the extent that we are doing it now, because we have not done it in so long and a lot has changed since the last time. She stated that she thought about adding that requirement in the last time we updated our Charter, which has to be done every six years. It is a good idea to look at it more often, but we also have to be careful so as not to incur a lot of expense in doing so. Mayor Renda stated that this committee can recommend a review time frame at the end of this process if they choose.

Mr. Steinhouse referred to Step 3, Public Engagement, in McKenna's proposal. He asked what the Village's experience is in engaging the community with something that we have gotten negative feedback on. Mr. Fritz stated that the clear cutting ordinance was one. The word got out that we were considering banning clear cutting and so there was a big turnout at the Council meeting of unhappy residents. Mr. Fritz stated that there is a potential for there to be some people upset about certain decisions that could be made in this committee. He stated that most residents really value our 2 acre zoning, so any deviation from that may not be met with happy

responses. Mrs. Cooper stated that there was also substantial public input for the WRCLC headquarters being built in the Village because of the size, and not everyone was on board with it. Mayor Renda stated that she chaired the public hearing after the last Comprehensive Land Use study and at that time they were encouraging more commercial use; residents were upset about that. She stated that the solar panel discussion was another issue that brought some heated debate.

Mr. Steinhouse stated that it is his understanding that input will be solicited from residents before the decisions are made. He asked how to draw people in at the beginning to get their opinions. Mayor Renda suggested that each member should recruit 10 people to come, and not all that necessarily agree with them. She stated that it becomes their job to ask for the input. If they do not come to meetings, committee members can get their input and report on it.

Mr. Fritz stated that it was his understanding from Mr. Jackson that one of focus groups will be people that represent the building industry in order to find out what trends they are seeing, etc. McKenna wants to be able to tell us regionally and locally what the trends and desires are of different groups of people (retired people, builders, etc.) The intent is to gather information.

Mayor Renda informed the committee that at the end of this process, Council will hold a public hearing and will ask for final input before Council adopts it. Mr. Fritz stated that he believes that the members will walk away from this process with a good understanding of Village, and feeling more educated on the community they live in.

Mr. Fritz made a motion seconded by Mr. Cooper to adjourn the meeting.

ROLL CALL:

AYES: Ms. Burke, Mr. Cooper, Mrs. Cooper, Mr. Fritz, Mrs. McBride, Mrs. Richards,  
Mr. Steinhouse

NAYS: NONE

MOTION CARRIED

The Master Plan Review Committee Meeting was adjourned at 7:50pm.

Respectfully submitted by:

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Sherri Arrietta, Clerk of Council