



## Northville DDA Design Committee Meeting

Monday, December 13, 2021 – 8:30 am

Via Zoom

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Zoom Meeting: <https://us02web.zoom.us/j/86442625927>

Meeting ID: [864 4262 5927](#)

Join by Mobile: [1-312-626-6799](tel:1-312-626-6799)

### Meeting Agenda

1. Entranceway Signs (Attachment 1)
2. Winter Market Update – Suzie Cozart (Attachment 2)
3. Murals – On hold
4. Social District – Road Closure Plans (Attachment 4)
5. Next Meeting – January 10, 2021
6. Adjourned

~ City of Northville ~  
**Council Communications**

**To:** Mayor and City Council  
**From:** Mike Domine, Interim Public Works Director  
**Date:** December 6, 2021  
**Subject:** City Entrance Signs

**Background:** The Downtown Development Authority (DDA)'s Design Committee was asked by the City to work with Designer Buzz Bizzel on the Wayfinding project to replace existing signage with a new coordinated signage system that would build on the existing Wayfinding signage system installed throughout downtown and on the mile roads. Bizzel developed a family of signage that includes two styles of entranceway signs (monument and pole), building signage, Entering the City of Northville signs, and banners. The design and implementation of the signage program was approved August of 2020 by City Council which include, the final decisions on the design, location, and number of signs. Since the approval the City DPW and City Engineer have produced bid specifications and bid the project. This November 2021, DPW and Engineer consultants opened two bids received for the construction and install for the Seventeen (17) entrance signs. Three (3) Type A, Three (3) Type B and Eleven (11) Type C. **(Attachment A)**

**Analysis:** City budgeted \$75,000 for the implementation of the signage system in 2019-20; however, with the pandemic, the project was put on hold for several months. The lowest bid received came in over \$70,000 more than the budgeted amount at a total of \$145,680.

To achieve the replacement of the entrance signs and to remain within budget range, DPW and Engineer consultants F&V have proposed an alternative option. This option includes replacing Type A signs with Type B and for the construction of type C signs and delivered to DPW for installation. Modifications to the current bid package will be needed along with rebidding this project. **(Attachment B)**

**Budget Impact:**

The City budgeted \$75,000 for the implementation of the signage system, however with the pandemic, cost increase in materials may require a budget amendment to fund this project. In addition, the City will budget funds for the implementation of the remaining graphic package, which can be phased in over time.

**Recommendation:**

It is recommended that City Council approve the modification in the signage and graphic package as presented.

**Recommended Motion:**

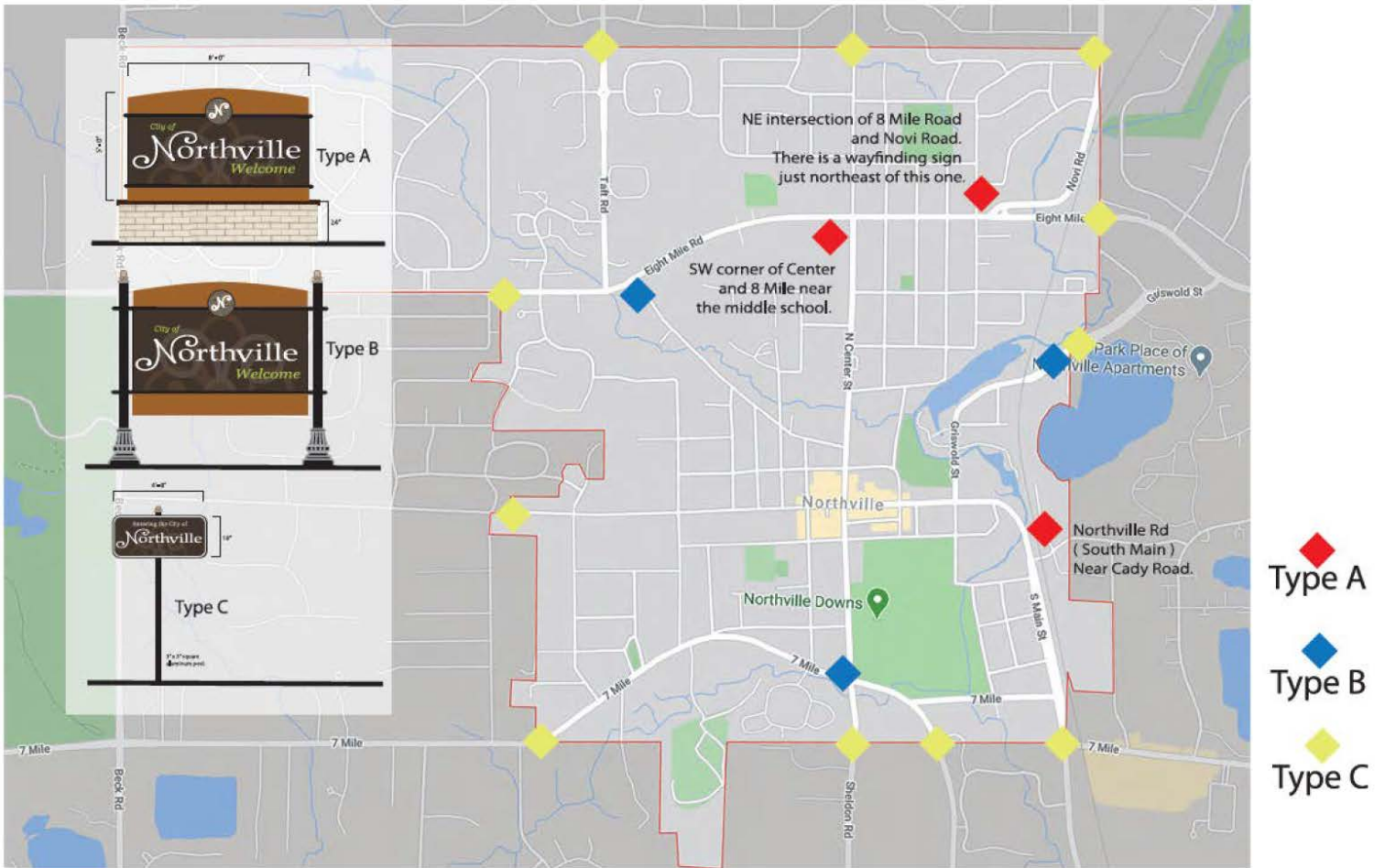
I move that City Council approve the modifications to the entranceway signage and graphic package developed and to authorize the Interim DPW Director to prepare new bid specifications and bid the project.

*Mike Domine*  
DEPARTMENT

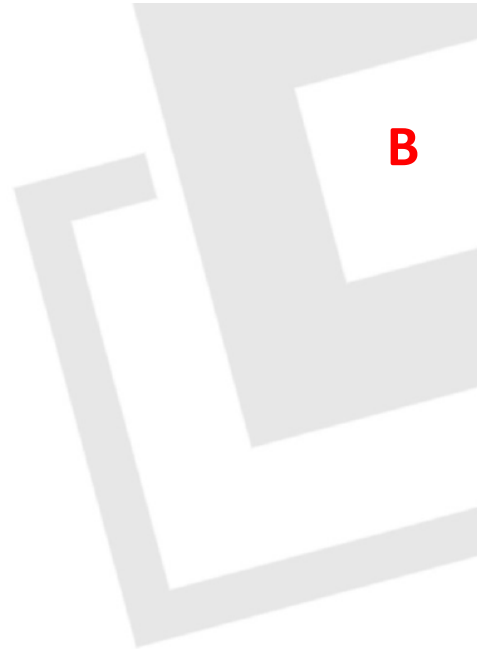
CITY MANAGER

A

Logo Design / Application / Gateway Signage Locations



Location Map



November 30, 2021

Mr. Mike Domine  
Director of Public Works  
City of Northville  
215 West Main Street  
Northville, MI 48167

**RE: 2021 Downtown Signage Program  
Engineer's Recommendation of Rebidding**

Dear Mr. Domine:

Following public advertisement and bid solicitation for the 2021 Downtown Signage Program project, the City of Northville received two bids from prospective contractors. After opening the public bids on November 10, 2021 and tabulating them, the bids came in twice as high as what the City had budgeted.

Since the City originally had the branding completed and the signs designed a few years ago, material costs have continued to increase. It is for this reason that Fleis & VandenBrink (F&V) recommends the City rebid the project with an adjusted scope. The recommended revised scope includes the following:

- Replace the three "Type A" signs (the most expensive) with three "Type B" signs
- Adjust the scope of the 11 "Type C" signs to include fabrication of the signs only, and City DPW staff will install them on traditional sign posts

If these scope revisions are made, F&V believes the project can be completed within the City's existing budget.

Please let me know if you have any questions.

Sincerely,

FLEIS & VANDENBRINK

A handwritten signature in black ink, appearing to read "Justin Rose".

Justin Rose, PE  
Project Manager

A handwritten signature in black ink, appearing to read "Jennifer Chehab".

Jennifer Chehab, PE  
Operations Manager

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Characters**

Strolling on  
Main & Center

**Saturdays**

6:00 - 9:00 pm

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Wagon Rides**

Town Square

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**Northville**  
*Timeless with a twist*

## ~ Council Communications ~

**To:** Northville DDA

**From:** Lori Ward, DDA Director

**Subject:** Extension of Road Closure for Downtown Northville

**Date:** December 6, 2021

**Background:**

The DDA, working with the business owners, developed a Reopening Plan for Downtown that has been in effect since June 16, 2020. The Plan provided the businesses the opportunity to reopen safely and with the maximum capacity allowed under the Governor's Executive Orders. The DDA/City approved a Special Event Application that closed E. Main Street between Center and Hutton and N. Center Street between Main and Dunlap. This allowed the restaurants to expand their outdoor dining areas onto public property including the sidewalks, parking lanes, streets, and city plazas. Retail establishments were allowed to display merchandise on City sidewalks. The DDA has provided background music on Friday and Saturday nights.

In August 2020 the DDA/City established the Northville Social District – The Twist which allowed participating restaurants to sell alcohol, in a special cup, that can be carried out of the restaurant and consumed in a delineated Commons Area. The DDA/City was one of the first Social Districts in Michigan, now there are 76 Social Districts established in 37 counties with over 500 participating restaurants – 11 in Northville.

The City has approved the Special Event Street closure through February 28, 2022.

**Analysis:**

The DDA/City's Executive Committee met in October to discuss the process for community input on the street closures. The consensus from the Committee was to extend the existing street closures through November 7, 2022 in order for the DDA/City to collect information on how well used the outdoor dining is now that the businesses are fully opened. It is uncertain as to whether residents and visitor will be willing to sit outside in an outdoor structure to dine when they could be inside. By extending the street closures by another 8 months, the DDA/City will be able to view the actual use of the structures through all 4 seasons and determine if there is a need to keep the streets closed.

In the Spring of 2022, the DDA/City would begin surveying the downtown business and building owners, as well as the residents to determine whether to keep the streets closed or open them to vehicular traffic. In addition, the DDA/City would hold a Town Hall meeting(s) to listen to comments from the community. After information is gathered

the DDA/City can determine whether one, or both, of the street will remain closed, whether the closures will be year-round or seasonal, and the design of the Social District, if the road(s) remains closed. This will involve discussions with the Historic District Commission on the

design of the DDA's Pods and Stands and the business owners' outdoor structures along with other changes to the streetscape amenities.

The Executive Committee recognizes that the extension of the street closures will have an impact on special events and circulation and that not all businesses benefit the same from the road closures. However, before the DDA/City moves forward with a long-term decision on the street closures, they want to understand how the businesses being opened to full capacity indoors will impact the use and need of outdoor structures and expanded dining and retail areas.

The topic of street closures was discussed at the DDA's October meeting and a motion was made to recommend to City Council that E. Main Street between Center and Hutton and N. Center Street between Main and Dunlap continue to be closed to vehicular traffic until November 7, 2022. In addition, the DDA Board of Directors recommended that the DDA's Economic Development Committee (EDC) be charged with reviewing the information collected on the use of the street closures and develop a public participation plan to gain business, resident, and visitor input on the issue. The EDC held its first meeting to discuss the street closures on November 30, 2021.

At the EDC meeting the consensus of the group was to support the DDA's recommendation to City Council to extend the street closures through November 7, 2022. The EDC felt that the 8-month extension would provide the City/DDA an opportunity to evaluate the following:

- Impact of weather on outdoor dining, when restaurants have full capacity available inside
- Impact of street closures on Special Events
- Impact that the street closures have on the development of traffic studies for new development projects
- Impact of delaying the street closure decision on business/building owners making investments this winter
- Success rate of long-term street closures in the United State and specifically cold weather areas
- Potential loss of Act 51 funds for road improvements
- Impact of detours and congestion on surrounding neighborhoods
- How much it would cost to transform the streets to pedestrian use only and how the improvements would be funded

**Budget:**

The DDA will continue to cover the costs associated with the street closures which are largely related to labor and equipment. The DDA is responsible for wiping down tables taking out garbage and general care of the Social District each Friday, Saturday and Sunday all year long. The DDA has also more than doubled its budget for live music, sponsoring performances each Friday and Saturday nights May – October.

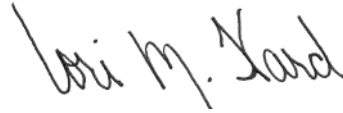
With the streets remaining closed through the holidays, the DDA has also increased activities in the downtown through the winter months adding ice carving, music, carriage rides, live reindeer visits and other activities all funded by the DDA. In addition, the DDA will decorate the pods and stands, add lighting and decorate the entrances into the social district.

**Recommendation:**

The DDA Board of Directors recommends that the Northville City Council extend the current street closures through November 7, 2022 to provide time for DDA and City staff to determine how well utilized the outdoor structures are now that the restaurants are fully opened.

**Recommended Motion:**

The DDA Board of Directors recommends that the Northville City Council extend the current street closures through November 7, 2022 to provide time for DDA and City staff to determine whether the streets should remain closed to vehicular traffic. In addition, the DDA Board recommends that the Northville City Council direct the DDA Economic Development Committee to develop a schedule and plan to engage the public in the decision-making process.



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Patrick Sullivan, City Manager

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Lori M. Ward, DDA Director